

## **Los Cerritos Wetlands Authority**

**Date:** November 7, 2024

**To:** Governing Board Members

**From:** Mark Stanley, Executive Officer

**Subject:** Item 09: Consideration of a resolution authorizing the Executive Officer to negotiate and enter a contract for Homeless Community Liaison Services with the Los Cerritos Wetlands Stewards

---

### **RECOMMENDATION:**

That the Los Cerritos Wetlands Authority (LCWA) authorize the Executive Officer to negotiate and enter a contract for Homeless Community Liaison Services with the Los Cerritos Wetlands Stewards (LCWS) for an amount not to exceed \$20,000.

### **PROJECT DESCRIPTION:**

[Exhibit A: Project Location Map](#)

[Exhibit B: Request for Proposals for Homeless Community Liaison Services](#)

[Exhibit C: LCW Stewards RFP Response](#)

On August 21st, 2024 the LCWA released a Request for Proposals (RFP, Exhibit B) for qualified individuals, firms, or entities to provide Homeless Community Liaison services on LCWA owned properties. LCWA staff used Cal E-Procure to advertise the opportunity to 95 firms who specialize in local homeless outreach. In response to the RFP, five (5) questions or requests for clarification were received from interested firms, and responses were posted on the LCWA's website on August 28<sup>th</sup>.

Consultants would be responsible for tasks and services including but not limited to:

1. Performing all duties as specified in the Protocols and Guidelines for the Safety and Security (PGSS) for the LCWA Properties
2. Performing all duties as specified in the PGSS including Sub-Section C-1 to act as the LCWA Homeless Community Liaison
3. Keep free and clear any vegetation or debris known to conceal encampments
4. Maintain vegetation to eliminate fire hazards from encampments
5. Ensure all work in the wetlands is permitted/authorized and in full compliance with all regulations for sensitive habitat
6. Regularly monitor the site for problems or abnormalities and report to LCWA staff
7. Provide monthly photo reports to LCWA staff
8. Attend relevant meetings with the LCWA, regulatory agencies, stakeholders, and easement holders
9. Attend and provide a report of activities to all LCWA board meetings
10. Safeguard the combination code to property access gates and distribute the

code to approved land users only

11. Communicate and coordinate efforts with the LCWA's Land Management Team

The RFQ was released on August 21, 2024, proposals were due on September 19, 2024. No responsive proposals were received by the deadline, which was subsequently extended to October 8, 2024. One responsive proposal was received by the extended deadline and evaluated for recognition, approach, experience, and SBE/DVBE certification.

<b>LCWA PROPOSAL SCORING SHEET</b>			<b>Consultant: Los Cerritos Wetlands Stewards</b>
<b><u>Criteria Description</u></b>	<b><u>Max Points</u></b>	<b><u>Score</u></b>	<b><u>Comments</u></b>
<b>Recognition</b>	10	8	Solid understanding of LCWA's needs
<b>Approach</b>	20	18	Has provided excellent service historically
<b>Experience</b>	20	20	Extensive experience with LCW
<b>TOTAL</b>	<b>50</b>	46	
<b>Additional Points:</b> Certified Small Business (SBE) or Disabled Veteran Business Enterprise (DVBE)	5	0	

**CONSULTANT SELECTION:**

Staff recommendation is to authorize the Executive Officer to negotiate and enter into a contract with the Los Cerritos Wetlands Stewards who submitted the sole responsive proposal. The Los Cerritos Wetlands Stewards have effectively performed the duties specified in the PGSS since 2013 and have worked closely with the LCWA to ensure that individuals experiencing homelessness are connected with essential services. The Los Cerritos Wetlands Stewards have a proven track record of effective collaboration with government agencies, social service providers, law enforcement, and local community partners, and have a reputation for providing ethical outreach services.

Staff seeks approval for an initial one-year contract duration with an option for annual renewal for up to three additional years.

**BACKGROUND:**

On May 15, 2013 the LCWA approved the PGSS and entered into an agreement with LCWS to implement it, in an effort to address the growing number of homeless encampments on the LCWA's properties (Resolution 2013-08) On May 2<sup>nd</sup> 2024 the most recent agreement with LCWS (LCWA 19501) expired. In the interim, LCWS have provided Homeless Community Liaison services at the same rate but on an as-needed basis subject to the discretion of the Executive Officer.

LCWS was established in 1994 as a 501(c)3 non-profit organization with a focus on stewardship of the Los Cerritos Wetlands and other natural areas throughout the City of Long Beach. LCWS is knowledgeable and experienced with the unhoused, the LCWA Properties, on-going restoration projects and is compatible with the LCWA's mission.

**FISCAL:**

Consultant compensation for this agreement will be sourced from administrative fees collected from ongoing grant funded projects. Compensation are not to exceed \$20,000 annually. Should there be a need for additional resources, staff will return to the board with a recommendation.

November 7, 2024– Item 09

RESOLUTION 2024-06

THAT THE LOS CERRITOS WETLANDS AUTHORITY (LCWA) AUTHORIZE THE EXECUTIVE OFFICER TO NEGOTIATE AND ENTER INTO A CONTRACT FOR HOMELESS COMMUNITY LIAISON SERVICES WITH THE LOS CERRITOS WETLANDS STEWARDS (LCWS) FOR AN AMOUNT NOT TO EXCEED \$20,000.

WHEREAS, the Los Cerritos Wetlands Authority (Authority) has been established between the Coastal Conservancy, the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, the City of Seal Beach and the City of Long Beach to facilitate the acquisition, protection, conservation, restoration, maintenance and operation an environmental enhancement of the Los Cerritos Wetlands; and

WHEREAS, the LCWA has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects within the Los Cerritos Wetlands; and

WHEREAS, in 2013 the LCWA adopted the Protocols and Guidelines for the Security and Safety of the LCWA Properties (PGSS), and;

WHEREAS, the purpose of the PGSS policy ensure that personnel understand the needs and rights of the homeless and to establish procedures to guide LCWA Staff and all hired contractors during all contacts with the homeless, whether consensual or for enforcement purposes, and;

WHEREAS, the LCWA recognizes that members of the homeless community are often in need of special protection and services. The LCWA will address these needs in balance with the overall mission and goals of the LCWA, and;

WHEREAS, the Los Cerritos Wetlands Stewards have provided essential services to the LCWA and acted as its Homeless Community Liaison since 2013.

WHEREAS, the LCWA has issued a Request for Proposals (RFP) seeking one or more individuals, entities, or firms to provide Homeless Community Liaison services at the Los Cerritos Wetlands; and

WHEREAS, the LCWA and Los Cerritos Wetlands Stewards wish to enter into an agreement for Homeless Community Liaison services; and NOW

WHEREAS, this action is exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA); and NOW

*Therefore be it resolved*, that the LCWA hereby:

1. FINDS that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act.
2. FINDS that this action is consistent with the purposes and objectives of the LCWA.

3. FINDS that this action is consistent with the intended purpose of the PGSS policy.
4. ADOPTS the staff report dated November 7, 2024.
5. AUTHORIZES the Executive Officer to negotiate and enter a contract for Homeless Community Liaison services at the Los Cerritos Wetlands for an amount not to exceed \$20,000.

*~ End of Resolution ~*

Passed and Adopted by the Board of the LOS CERRITOS WETLANDS  
AUTHORITY on November 7, 2024.

\_\_\_\_\_  
Kristina Duggan, Chair

ATTEST:

\_\_\_\_\_  
Elizabeth St. John  
Deputy Attorney  
General