



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES**  
**DEPARTMENT OF PUBLIC WORKS**

*"To Enrich Lives Through Effective and Caring Service"*

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ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE

May 12, 2026

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**SERVICE CONTRACT**  
**ENVIRONMENTAL SERVICES CORE SERVICE AREA**  
**AWARD OF SERVICE CONTRACT**  
**ON-CALL SECONDARY SCHOOL ENVIRONMENTAL**  
**EDUCATION PROGRAM**  
**(ALL SUPERVISORIAL DISTRICTS)**  
**(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to award a service contract to TreePeople, Inc., a Social Enterprise, for the on-call secondary school environmental education program throughout the County of Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the contract work is not a project pursuant to the California Environmental Quality Act for the reasons stated in the Board letter.
2. Approve and delegate authority to the Director of Public Works or his designee to execute a contract with TreePeople, Inc., a Social Enterprise for on-call secondary school environmental education program. This contract will be for a period of 3 years with four 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 90 months and a maximum potential contract sum of \$7,487,453. This contract will be subject to the additional extension provisions specified below.
3. Delegate authority to the Director of Public Works or his designee to authorize additional services and extend the contract expiration date as necessary to complete those additional services when those additional services are: (1) previously unforeseen, (2) related to a previously assigned scope

of work on a given work order, and (3) are necessary for the completion of that given work order.

4. Delegate authority to the Director of Public Works or his designee to renew the contract for each additional renewal option and extension period if TreePeople, Inc., has performed successfully during the previous contract period and the services are still required; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend and/or terminate the contract for convenience if it is in the best interest of the County to do so.

5. Delegate authority to the Director of Public Works or his designee to annually increase the contract amount up to an additional 10 percent of the annual contract sum, which is included in the maximum potential contract sum for unforeseen additional work within the scope of the contract if required, and to adjust the annual contract sum for each option year over the term of the contract to allow for an annual cost-of-living adjustment in accordance with County policy and the terms of the contract.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to award a contract to provide on-call and intermittent environmental education program services throughout the County of Los Angeles. The program educates public and private school students in grades 6 through 12 about stormwater pollution prevention, water conservation, household hazardous waste, organic waste, and the four Rs (Reduce, Reuse, Recycle, and Rethink), along with other messages that support environmental protection. This program has been providing waste-reduction education for the last 25 years. The program on average has reached 10,371 students annually through environmental service-learning projects in the last 4 years.

State laws and regulations require that cities and counties in California divert their generated solid waste from disposal in landfills.

Public Works has been providing environmental education programs for students in grades TK-12 in both cities and unincorporated areas of the Los Angeles County to help meet waste diversion requirements. The program is offered to all Los Angeles County schools, and schools interested in the program.

Another key element of the program has been stormwater pollution prevention. The 2012 National Pollutant Discharge Elimination System Permit for Municipal Separate Storm Sewer System issued by the Los Angeles Regional Water Quality Control Board requires the County, as a Permittee, to educate students in grades TK-12 on stormwater pollution prevention.

In November 2018, Los Angeles County voters approved Measure W, also known as the Safe Clean Water Program (SCWP), a parcel tax designed to fund projects and programs that increase stormwater and urban runoff capture while reducing associated pollution throughout the Los Angeles County Flood Control District (District). Pursuant to Section 18.05.C of the SCWP Implementing Ordinance, the Chief Engineer of the District is directed to implement and administer public education and sustained community engagement programs as part of the SCWP. While the majority of SCWP funds are allocated to regional infrastructure projects and local municipal programs that directly clean and capture stormwater, the ordinance requires that a portion be dedicated to educational initiatives, including school-based curriculum and other public outreach efforts. These activities ensure that residents are informed about the program's goals and are encouraged to actively participate in protecting water quality and supporting sustainable water management. To

fulfill this directive, the District is partnering with Generation Earth, a program that engages Los Angeles County residents, particularly students, in learning about stormwater issues and becoming environmental stewards within their communities.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal D, Sustainability, Strategy i, Climate Health, by educating students on the importance of climate-resilient communities. The recommended contractor has specialized expertise to provide these services. By contracting with this contractor, these strategic plan goals can be met accurately, efficiently, timely, and in a responsive manner.

### **FISCAL IMPACT/FINANCING**

There will be no impact on the County General Fund.

The annual cost is \$907,570 plus 10 percent of the annual contract sum for additional work within the scope of the contract and cost-of-living adjustments in accordance with the contract. The contract's initial term is for 3 years, commencing upon final execution by both parties, whichever occurs last, with four additional 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 90 months with an estimated maximum potential contract sum of \$7,487,453. This amount is based on the Contractor's quoted annual unit prices and Public Works' estimated yearly use of their services. The County may also authorize an extension of time to the contract's maximum potential term, not to exceed 180 days with no additional funding. Adjustments will be made to the annual contract's sum for each option year over the term of the contract to allow for an annual cost-of-living adjustment in accordance with County policy and the terms of the contract.

Funding for the proposed services is included in the Solid Waste Management Fund (GD1 - Services and Supplies) and Internal Service Fund (B04 - Services and Supplies) Fiscal Year 2026-27 Budgets. The Internal Service Fund Budget will be reimbursed by the Flood Control District Fund (B07 - Services and Supplies). Funding to finance the contract's optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.

The SCWP annual contribution is up to \$250,000 each year for 7 1/2 years beginning in Fiscal Year 2026-27. Funding is included in the Measure W-SCW District Program Administration Fund (B42 - Other Charges) Fiscal Year 2026-27 Budget. Funding for future years will be requested through the annual budget process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

County Counsel has reviewed the recommended contract as to form, which is substantially similar to the enclosed draft Agreement (Enclosure A). The recommended contract with TreePeople, Inc., was solicited on an open-competitive basis and is in accordance with applicable Federal, State, and County requirements. The expiration of the contract is subject to the following conditions: Where services for a given project have been authorized in writing by the County but are not completed by the contractor prior to the stated expiration date, the expiration date will be extended solely to allow for the completion of such services.

A standard service contract was used that contains terms and conditions in compliance with the Board's ordinances, policies, and programs. Enclosure B reflects the proposer's utilization

participation and community business enterprise program information. Data regarding the proposer's minority participation is on file with Public Works. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

The current contract has been extended for a maximum of 6 months with a final expiration date of July 30, 2026; however, it will expire upon the award and execution of this contract.

### **ENVIRONMENTAL DOCUMENTATION**

In accordance with Section 15378(b) of the California Environmental Quality Act Guidelines, approval of the recommended action does not constitute a project and, hence, is not subject to the requirements of the California Environmental Quality Act.

Approval of the recommended action does not constitute a project subject to the requirements of the California Environmental Quality Act, in that it can be seen with certainty that the action will not result in a direct or reasonably foreseeable indirect physical change in the environment.

### **CONTRACTING PROCESS**

On June 10, 2025, a notice of the Request for Proposals (RFP) was placed on the County's "Doing Business with Los Angeles County" website (Enclosure C), "Do Business with Public Works" website, and X (formerly Twitter). In addition, advertisements were placed in the Los Angeles Daily Journal, Los Angeles Sentinel, La Opinión, The Daily Breeze, The Signal (Santa Clarita), World Journal, Daily Commerce, The Malibu Times, Press Telegram, and Pasadena Star News. Also, Public Works informed 1,735 Local Small Business Enterprises, 140 Social Enterprises, 183 Disabled Veteran Business Enterprises, 1,264 Community Business Enterprises, and 1,385 Community-Based Organizations. Additionally, the Department of Economic Opportunity conducted a focused outreach and informed 248 related businesses about this business opportunity. There were no business outreach events while the RFP was posted.

On July 9, 2025, two proposals were received, one of which was disqualified for submitting an incomplete proposal packet. The remaining proposal was evaluated by an evaluation committee consisting of Public Works staff. The evaluation was based on criteria described in the RFP, which included the price, experience, work plan, references, and interview/presentation utilizing the informed averaging methodology for applicable criteria. Based on this evaluation, it is recommended that this contract be awarded to the responsive and responsible proposer, TreePeople, Inc. Public Works determined the contractor's price to be reasonable for the work requested. Public Works notified the applicable union, Service Employees International Union, of this solicitation. Public Works has evaluated and determined that the contracted services are required on an on-call and intermittent basis; therefore, Proposition A (Los Angeles County Code Chapter 2.121) and the Living Wage Program (Los Angeles County Code Chapter 2.201) do not apply to this contract.

This contract includes a cost-of-living adjustment provision, which is in accordance with Board Policy 5.070, Multi-Year Services Contract Cost of Living Adjustments.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The award of this contract will continue the services without disruption to the public and will not result in the displacement of any County employees, as these services are presently contracted with the

The Honorable Board of Supervisors

5/12/2026

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private sector.

**CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Environmental Programs Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is written in a cursive, flowing style.

MARK PESTRELLA, PE

Director

MP:SK:ak

Enclosures

c: Chief Executive Office (Christine Frias)  
County Counsel  
Executive Office, Board of Supervisors

SAMPLE AGREEMENT FOR  
ON-CALL SECONDARY SCHOOL ENVIRONMENTAL EDUCATION PROGRAM  
(BRC0000558)

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and TreePeople, Inc., A California Nonprofit Corporation, located at 12601 Mulholland Drive, Beverly Hills, CA 90210, (hereinafter referred to as CONTRACTOR). COUNTY and CONTRACTOR are each a Party and collectively referred to as the Parties.

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors (Board) of said COUNTY of the CONTRACTOR'S Proposal filed with the COUNTY on July 9, 2025, hereby agrees to provide services as described in this Contract for On-Call Secondary School Environmental Education Program.

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F, Performance Requirements Summary; Exhibit G, Maps & Locations; Exhibit H, Public School Data; Exhibit I, Private School Data; Exhibit J, Student Enrollment Data; Exhibit K, Program Participation Data; Exhibit L, Workshop Flyers; Exhibit M, Presentation Guidelines; Exhibit N, Summer Institute Flyer; Exhibit O, Promotional Items; Exhibit P, Consent Forms; Exhibit Q, Monthly Database; Exhibit R, Map Guidelines, the CONTRACTOR'S Statement of Qualifications, all attached hereto; the Request for Statement of Qualifications; and Addenda to the Request for Proposals, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director of Public Works, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Proposal and attached hereto as Form PW-2, an amount not to exceed \$907,570 per year, or such greater amount as the Board may approve.

FOURTH: This Contract's initial term will be for a period of 3 years commencing upon the Board's approval and final execution of this Agreement by both Parties. The COUNTY will have the sole option to renew this Contract term for up to four additional 1-year periods and six month-to-month extensions, for a maximum total Contract term of 7 years and 6 months. Each such option will be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least 10 days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of renewing the Contract for the full 1 year, this Contract may be

renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least 10 days prior to the end of a term. Further, in accordance with Section 2.A.3 of Exhibit B, Service Contract General Requirements, the COUNTY may, at its sole discretion, authorize extensions of time to the Contract's term, to the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days. The Director will provide a written notice of nonrenewal at least 10 days before the last day of any term, in which case this Contract will expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal. If the County authorizes the Contractor in writing to perform services on a given project prior to the stated expiration date, but thereafter such services are not completed by the stated expiration date, then the expiration of the Contract shall be automatically extended solely to allow for the completion of such services. County may authorize unforeseen additional services and extend the contract expiration date as necessary to complete those services when the unforeseen additional services are directly related to the initial scope of work and are necessary for the completion of a given project.

FIFTH: The CONTRACTOR will bill monthly, in arrears, for the work performed during the preceding month. Work performed will be billed at the hourly rates and/or unit prices quoted in Form PW-2, Schedule of Prices.

SIXTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice must be in triplicate (original and two copies) and must itemize the work completed. The invoices must be submitted to:

Los Angeles County Public Works  
Attention Fiscal Division, Accounts Payable  
P.O. Box 7508  
Alhambra, CA 91802-7508

SEVENTH: In no event will the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

EIGHTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.

NINTH: If requested by the Contractor prior to the renewal of a contract option year, the contract amount (hourly, daily, monthly, etc.) for the additional option year periods identified in the fifth paragraph may, at the sole discretion of the County, be

increased at the time of contract renewal, if exercised by the County, based on the most recently published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index for Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim area for the 12-month period preceding the renewal date, which will be the effective date for any cost-of-living adjustment (COLA). However, any increase must not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no COLA will be granted. Before any COLA increase will take effect and become part of the contract, it will require a written amendment to the contract first, that has been formally approved and executed by the parties. To request a COLA, Contractor must submit a written request along with appropriate justification to the Contract Analyst 60 days prior to "the contract renewal date" or "exercising the additional option year periods identified in the fifth paragraph. Upon approval of COLA, a notification will be sent to the Contractor.

TENTH: In the event that terms and conditions, which may be listed in the CONTRACTOR'S Proposal, conflict with the COUNTY'S specifications, requirements, and terms and conditions as reflected in this AGREEMENT including, but not limited to, Exhibits A through R, inclusive, the COUNTY'S provisions will control and be binding.

ELEVENTH: The CONTRACTOR agrees in strict accordance with the Contract specifications and conditions to meet the COUNTY'S requirements.

TWELFTH: Advertising and Other External Communications About the Project/Contract. Consultant/Contractor shall obtain the County's prior written approval before disclosing or communicating any information concerning the award of the contract, the progress of the work, or the completion of the work, to any non-party, including but not limited to outside media and news organizations. This requirement includes, but is not limited to: (1) a Consultant/Contractor's, application for an award or any other recognition of the Project/Contract; and (2) any advertising or promotion of the Project/Contract and/or the Consultant/Contractor's role on the project. The County retains the sole discretion as to the release of such information, including the right to deny the request for disclosure, the right to direct the timing of the disclosure, and/or the right to direct Consultant/Contractor to make revisions to the information prior to disclosure.

THIRTEENTH: This Contract constitutes the entire agreement between the COUNTY and the CONTRACTOR with respect to the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings. This CONTRACT may be signed by the Parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or e-mail electronic signatures. Each executed counterpart will be deemed an original. All counterparts, taken together, constitute the executed Agreement.

The Parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this



IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Director of Public Works

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By \_\_\_\_\_  
Margaret Ambrose  
Principal Deputy County Counsel

TREEPEOPLE, INC.

By \_\_\_\_\_  
Its President

\_\_\_\_\_  
Type/Print Name

By \_\_\_\_\_  
Its Secretary

\_\_\_\_\_  
Type/Print Name

**PROPOSERS' UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR  
ON-CALL SECONDARY SCHOOL ENVIRONMENTAL EDUCATION PROGRAM**

**SELECTED FIRMS**

	Proposer Name (Prime with subcontractors* listed below) *only subcontractors with Utilization Participation are listed.	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-Owned Business
1	TreePeople, Inc. WestEd								

**NON-SELECTED FIRMS**

	Proposer Name	Local Small Business Enterprise (LSBE)	Small Business Enterprise (SBE)	Minority	Women-Owned	Disadvantaged Business	Disabled Veteran Business Enterprise	Social Enterprise	Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning-
1	None								

\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.

<b>FIRM INFORMATION*</b>	TreePeople, Inc.
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<b>BUSINESS STRUCTURE</b>	Nonprofit Corporation
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CULTURAL/ETHNIC COMPOSITION		NUMBER/% OF OWNERSHIP
<b>OWNERS/PARTNERS</b>	Black/African American	8/67%
	Hispanic/Latino	
	Asian or Pacific Islander	4/33%
	Native American	
	Subcontinent Asian	
	White	
	Female (included above)	0
	<b>NUMBER</b>	
<b>MANAGER</b>	Black/African American	
	Hispanic/Latino	
	Asian or Pacific Islander	
	Native American	
	Subcontinent Asian	
	White	
	Female (included above)	
<b>STAFF</b>	Black/African American	
	Hispanic/Latino	
	Asian or Pacific Islander	
	Native American	
	Subcontinent Asian	
	White	
	Female (included above)	
Total No. of Employees	117	

<b>COUNTY CERTIFICATION</b>	
CBE	
LSBE	

<b>OTHER CERTIFYING AGENCY</b>	
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\*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.



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**+ Solicitation Information**

<b>Solicitation Number:</b>	BRC0000558		
<b>Title:</b>	On-Call Secondary School Environmental Education Program		
<b>Department:</b>	Public Works		
<b>Bid Type:</b>	Service	<b>Bid Amount:</b>	\$920,000.00
<b>Commodity:</b>	CLASSES, SEMINARS, WORKSHOPS, ETC. FOR CREDIT		
<b>Description:</b>	<p>Visit <a href="https://dpw.lacounty.gov/contracts/asd_rfp/ProjectDetail.aspx?project_id=BRC0000558">https://dpw.lacounty.gov/contracts/asd_rfp/ProjectDetail.aspx?project_id=BRC0000558</a> to download the Request for Proposal and other pertinent documents.</p> <p>On-Call services to raise environmental awareness and instill positive behaviors in the County's school aged children, Public Works implements two long-term Environmental Education Programs; one for K-5 grade students, and another, the subject of this Program, for 6-12 grade students at independent, private/parochial, and public schools. The Generation Earth Program (Program) is also commonly referred to as the County's Secondary School Environmental Education Program. The Program provides environmental education to 6-12 grade students by addressing key areas: The Four R's (Reduce, Reuse, Recycle, Rethink), organics management, household hazardous waste (HHW), electronic waste (E-Waste), stormwater pollution prevention, water conservation, Safe, Clean Water Program (SCWP), and other sustainability messages.</p> <p style="text-align: right;">Less</p>		
<b>Open Day:</b>	6/10/2025	<b>Closed Date:</b>	7/9/2025 5:30:00 PM
<b>Contact Name:</b>	Simon Lee	<b>Contact Phone:</b>	(626) 458-2509
<b>Contact Email:</b>	SimonLee@dpw.lacounty.gov		

Notice of Intent to Award (0) :	<a href="#">+</a>   Click here to view notice intent to award list.
Solicitation Award (0) :	<a href="#">+</a>   Click here to view award list.
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