

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: September 11, 2013

CAO File No. 0220-03695-0150

Council File No. 11-1256-S1

Council District: All

To: The Mayor
The Council

From: Miguel A. Santana, City Administrative Officer *MS*

Reference: Transmittal from the Mayor dated August 19, 2013; referred for report August 19, 2013

Subject: **FISCAL YEAR 2011 URBAN AREAS SECURITY INITIATIVE (UASI) GRANT
AWARD MODIFICATIONS AND CONTRACTING AUTHORITIES**

SUMMARY

The Mayor's Office of Homeland Security and Public Safety (Mayor's Office) requests authority to modify the United States Department of Homeland Security (DHS) Fiscal Year 2011 Urban Areas Security Initiative (FY 11 UASI) grant. On June 6, 2012, the Council authorized the Mayor's Office to accept the FY 11 UASI in the amount of \$58,035,381 for a grant performance period of November 18, 2011 to April 30, 2014. No matching funds are required. The Mayor's Office requests to modify a total of \$549,274 in FY 11 UASI grant funds.

Los Angeles Fire Department

Since the FY10 UASI is being closed out, a total of \$223,000 in FY11 UASI projects were moved to the FY10 UASI to fully expend the FY10 UASI grant. The \$223,000 in FY11 UASI savings were from the following cities and agencies: Burbank (\$2,973), Inglewood (\$77,130), Los Angeles Emergency Management Department (\$11,371), Los Angeles Fire Department (\$52,698), Los Angeles Police Department (\$37,938), and Pasadena (\$40,890), as shown in Attachment 1 to the Mayor's transmittal dated August 19, 2013.

The cost savings in FY11 UASI as a result of moving the project costs to the FY10 UASI will be reallocated to the Los Angeles Fire Department, as the lead agency for the Regional Computer Aided Dispatch Assessment and Implementation Plan. The Mayor's Office requests authority to negotiate and contract with a consultant to provide an assessment and project implementation plan for a regional computer aided dispatch system for a term of up to eight months and a contract amount not to exceed \$223,000. A separate report on the FY10 UASI reallocations will be submitted for consideration.

Los Angeles Police Department

The Los Angeles Police Department (LAPD) received an allocation of \$1,221,307 to purchase Automated License Plate Recognition (ALPR) equipment on behalf of the Region. The data obtained from the cameras is available to local agencies to assist in crime solving, critical infrastructure protection, and homeland security investigations. The LAPD reallocated \$250,000 of the ALPR funds to the Long Beach Police Department (LBPD) to procure their own equipment. This modification is pending grantor approval. The Mayor's Office requests authority to amend the subrecipient agreement with the City of Long Beach to increase the agreement amount by \$250,000 from \$3,451,381 to \$3,701,381 and to conduct the necessary fiscal transactions to transfer the funds.

The LAPD recently upgraded the web platform for the Regional Public Private Infrastructure Collaboration System (RPPICS), which provides a bridge between the LAPD and public and private sector partners that oversee critical assets and high priority threat targets. The new software runs on a Microsoft Sharepoint Platform that provides a web portal-like environment allowing users to post awareness updates, attachments, and provides a space for collaboration between private sector users, public agencies and the LAPD's Counter Terrorism and Special Operations Bureau. Training on Microsoft Sharepoint is needed for LAPD personnel in the Major Crimes Division and Information Technology Division Bureau to support the RPPICS. The LAPD reallocated \$64,604 of their RPPICS equipment funding to fund RPPICS training. This modification is pending grantor approval. The Mayor's Office requests authority to negotiate and execute a contract with a vendor to provide training for LAPD personnel to support RPPICS for a contract amount not to exceed \$54,604.

Emergency Management Department

The Los Angeles County Mental Health Department received an allocation of \$48,934 to develop Mass Evacuation, Mass Care and Shelter, Reception, and Recovery guides. The Los Angeles County Mental Health Department has since returned \$14,670 of the funds. The EMD requests to utilize the returned funds to purchase satellite phone docking stations for the Emergency Operations Center. The docking stations will provide indoor access to the satellite network from a fixed location and ensure continued communications in the event of disruptions in phone lines during an incident. This modification was approved by the grantor on July 9, 2013. The Mayor's Office requests authority to amend the subrecipient agreement with the County of Los Angeles to decrease the agreement amount by \$14,670 from \$11,829,484 to \$11,814,814.

Management and Administration

According to the Mayor's Office, the federal grant guidelines allows up to five percent of the grant for management and administration. The FY11 UASI partially funds 13 positions in the Mayor's Office for management and administration of the FY11 UASI grant. The Mayor's Office estimates that approximately \$920,881 in FY11 UASI funds are needed to support the direct and indirect costs of the positions in Fiscal Year 2013-14; \$680,471 for direct salary costs and \$240,410 for related costs. Council approval is required to transfer appropriations with the FY11 UASI grant fund to expend the salary and fringe benefit costs.

The Mayor's Office seeks to contract with a vendor to provide Microsoft Excel training to Homeland Security and Public Safety staff who manage federal grants on behalf of the City. The Mayor's Office proposes to utilize FY11 UASI management and administration funds set aside for contract and consultant services to fund the training. The Mayor's Office requests authority negotiate and execute a contract with a vendor to provide Microsoft Excel training for a term of up to eight months and a contract cost not to exceed \$8,000. These requests do not change the overall amount of FY11 UASI funds provided for management and administration.

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to:
 - a. Modify the existing grant budget for the FY11 UASI grant by reallocating funds between projects as described within this report;
 - b. Negotiate and execute, on behalf of the City, a contract with a vendor to provide an assessment and project implementation plan for a regional computer aided dispatch system for a term of up to eight months and a contract amount not to exceed \$223,000, subject to the approval of the City Attorney as to form and legality;
 - c. Negotiate and execute an amendment to the subrecipient agreement with the City of Long Beach to increase the agreement amount by \$250,000, from \$3,451,381 to \$3,701,381, subject to the approval of the City Attorney as to form and legality;
 - d. Negotiate and execute an amendment to the subrecipient agreement with the County of Los Angeles to decrease the agreement amount by \$14,670, from \$11,829,484 to \$11,814,814, subject to the approval of the City Attorney as to form and legality;
 - e. Negotiate and execute, on behalf of the City, a contract with a vendor to provide training for LAPD personnel to support the Regional Public Private Infrastructure Collaboration System (RPPICS) for a term of up to eight months in an amount not to exceed \$54,604, subject to the approval of the City Attorney as to form and legality;
 - f. Negotiate and execute, on behalf of the City, a contract with a vendor to provide Microsoft Excel training for a term of up to eight months in an amount not to exceed \$8,000, subject to the approval of the City Attorney as to form and legality;
2. Authorize the Controller to:
 - a. Transfer appropriations within Fund 54M, Department 46, as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H668	Partner Jurisdictions	\$120,993.00
54M/46	46H903	EMD	\$11,371.00
54M/46	46H901	LAPD	\$37,938.00
		TOTAL	\$170,302.00

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H902	LAFD	\$170,302.00

- b. Transfer appropriations within Fund 54M, Department 46, as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H901	LAPD	\$250,000.00

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H668	Partner Jurisdictions	\$250,000.00

- c. Transfer appropriations within Fund 54M, Department 46, as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H668	Partner Jurisdictions	\$14,670.00

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H903	EMD	\$14,670.00

- d. Transfer appropriations and create new appropriations within Fund 54M, Department 46, as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46H908	Mayor	\$920,881.35

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46K146	Mayor Salaries	\$680,470.96
54M/46	46K299	Related Cost	\$240,410.39
		TOTAL	\$920,881.35

- e. Transfer appropriations from Fund 54M, Department 46, to the General Fund to reimburse FY11 UASI related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
54M/46	46K146	Mayor Salaries	\$680,470.96

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
100/46	001020	Salaries, Grant Reimb	\$680,470.96

3. Authorize the Controller to transfer up to \$240,410.39 from Fund 54M, Department 46, Account 46K299 to the General Fund 100, Revenue Source Code 5346, for reimbursement of grant-funded fringe benefits for the Mayor's Office; and
4. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

FISCAL IMPACT STATEMENT

There is no General Fund impact as a result of these actions. Approval of the recommendations within this report will allow for the continued expenditure of the Fiscal Year 2011 Urban Areas Security Initiative (FY11 UASI) grant. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities.

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