

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: April 3, 2012

CAO File No. 0220-03695-0113

Council File No. 11-1354

Council District: All

To: The Mayor
The Council

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

Reference: Transmittal from the Mayor dated February 28, 2012; referred for report March 12, 2012.

Subject: **APPROVAL OF REAPPROPRIATIONS OF FUNDS FOR THE FISCAL YEAR 2010 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP)**

SUMMARY

The Mayor's Office of Homeland Security and Public Safety (Mayor's Office) is requesting to reappropriate a total of \$250,000 in 2010 State Homeland Security Grant Program (2010 SHSGP) funds from the Fire Department to the Emergency Management Department (EMD) to support the Great California Shakeout 2011 exercise. A Request for Proposal (RFP) was posted on the City's procurement website www.labavn.org, (Los Angeles Business Assistance Virtual Network) for eight weeks. A comprehensive review process by an evaluation team was conducted and a vendor was selected. The Mayor's Office is requesting authority to award the contract to Constant & Associates in the amount of \$250,000 and to enter into a contract with the selected vendor.

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or his designee, to:
 - a. Modify the existing 2010 State Homeland Security Grant Program (SHSGP) budget and reappropriate \$250,000 to the Emergency Management Department (EMD) to fund the Great California Shakeout 2011 exercise; and
 - b. Negotiate and execute a contract with Constant & Associates to design a neighborhood emergency preparedness and response plan for EMD, for a term of up to 15 months during the grant performance period in an amount not to exceed \$250,000, subject to the approval of the City Attorney as to form and legality;