

PUBLIC SAFETY COMMITTEE REPORT relative to modifying the budget of the United States Department of Homeland Security Fiscal Year (FY) 2010 Regional Catastrophic Preparedness Grant Program and related contract authorities.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. AUTHORIZE the Mayor, or designee, to:

- a. Modify the existing grant budget for the FY 2010 Regional Catastrophic Preparedness Grant Program by reallocating funds between agencies as described within this report and detailed in Attachment 1 to the Mayor's report to Council dated August 20, 2013 (attached to the Council file).
- b. Negotiate and execute contract amendments with the County of Los Angeles, City of Riverside, City of San Bernardino, County of San Bernardino, County of Ventura, City of Ontario, and the American Red Cross, for the purpose of revising FY 2010 Regional Catastrophic Preparedness Grant Program allocations and match requirements as applicable in accordance with the revised FY 2010 Regional Catastrophic Preparedness Grant Program budget per Attachment 1 of the Mayor's report to Council dated August 20, 2013, subject to the approval of the City Attorney as to form and legality.
- c. Negotiate and execute on behalf of the City, a sole source contract with Mr. Sean Scott, or his affiliates, for an amount not to exceed \$500,000 for the disaster recovery handbook project for a term not to exceed three months, subject to the approval of the City Attorney as to form and legality.
- d. Negotiate and execute on behalf of the City, a contract for the development of a database to manage the City of Los Angeles departments' emergency plans and continuity of operations plans, for an amount not to exceed \$55,000, for a term not to exceed three months, subject to the approval of the City Attorney as to form and legality.

2. AUTHORIZE the Controller, or designee, to:

- a. Transfer and create new appropriations as follows:

|       | <u>Fund/Dept.</u> | <u>Account</u> | <u>Account Title</u>  | <u>Amount</u>     |
|-------|-------------------|----------------|-----------------------|-------------------|
| FROM: | 54H/46            | 46H668         | Partner Jurisdictions | \$643,225.00      |
|       | 54H/46            | 46H746         | Housing Contracts     | 1,093.00          |
|       | 54H/46            | 46J143         | Housing               | 4,805.00          |
|       | 54H/46            | 46J392         | EMD                   | <u>250,000.00</u> |
|       | Total:            |                |                       | \$899,123.00      |

|     | <u>Fund/Dept.</u> | <u>Account</u> | <u>Account Title</u> | <u>Amount</u> |
|-----|-------------------|----------------|----------------------|---------------|
| TO: | 54H/46            | 46K135         | EMD Salaries         | \$183,166.70  |
|     | 54H/46            | 46K235         | EMD Reserve          | 91,833.30     |
|     | 54H/46            | 46H835         | EMD Expenses         | 9.00          |

|        |        |                  |                  |
|--------|--------|------------------|------------------|
| 54H/46 | 46H735 | EMD Contracts    | 604,991.00       |
| 54H/46 | 46K143 | Housing Salaries | <u>19,123.00</u> |
| Total: |        |                  | \$899,123.00     |

- b. Transfer appropriations from Fund 54H, Department 46, to the General Fund, to reimburse FY 2010 Regional Catastrophic Preparedness Grant Program related expenditures, as follows:

| <u>Fund/Dept.</u> | <u>Account</u> | <u>Account Title</u> | <u>Amount</u>    |
|-------------------|----------------|----------------------|------------------|
| FROM: 54H/46      | 46K135         | EMD Salaries         | \$183,166.70     |
| 54H/46            | 46K143         | Housing Salaries     | <u>19,123.00</u> |
| Total:            |                |                      | \$202,289.70     |

| <u>Fund/Dept.</u> | <u>Account</u> | <u>Account Title</u> | <u>Amount</u>    |
|-------------------|----------------|----------------------|------------------|
| 100/35            | 001010         | Salaries, General    | \$183,166.70     |
| 100/43            | 001010         | Salaries, General    | <u>19,123.00</u> |
| Total:            |                |                      | \$202,289.70     |

- c. Transfer \$7,165.39 from Fund 41 M, Department 43, Account 43K411, Unallocated to Fund 41 M, Department 43, Account 43K299 for related costs to be used to meet match requirement of the grant.
- d. Transfer up to \$7,165.39 from Fund 41 M, Department 43, Account 43K299 to Fund 100, Department 43, Revenue Source 5346, for reimbursement of grant-funded fringe benefits.
- e. Reduce appropriations in the Emergency Operations Fund 392, Department 34, Account 343040 by \$250,000.
- f. Transfer cash from Fund 54H, Department 46, to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from the Los Angeles City departments, subject to the approval of the Mayor's Office of Homeland Security and Public Safety.
3. AUTHORIZE the Mayor, or designee, to prepare Controller instructions for any technical accounting adjustments, subject to the approval of the City Administrative Officer (CAO), and AUTHORIZE the Controller to implement the instructions.

Fiscal Impact Statement: The CAO reports the above reallocation of funds will increase the City's match requirement by \$225,693 from \$708,246 to \$933,939. The changes to the FY 2010 Regional Catastrophic Preparedness Grant Program match requirement will be met through funding fringe benefits costs. These actions are in compliance with City financial policies in that budgeted appropriations will be balanced against receipts expected from the continuation of the grant.

Community Impact Statement: None submitted.

## SUMMARY

In a report to the Mayor and Council dated August 22, 2013, the CAO recommends approval of the Mayor's request for authority to modify the FY 2010 Regional Catastrophic Preparedness Grant Program

budget to reallocate the total of \$131,899 in returned funds to the City of Los Angeles Emergency Management Department (EMD). EMD will use the funds to support the contract for the design and publication of a step-by-step disaster recovery handbook for disaster survivors entitled, "The Red Guide to Recovery, Resource Handbook for Disaster Survivors." The additional allocation of \$131,899 will increase the contract amount with Sean Scott from \$368,101 to \$500,000 for additional copies of the Red Guide in different languages. The revised grant budget is included as Attachment 1 of the Mayor's report to Council dated August 21, 2013 (attached to the Council file).

CAO recommendations dated August 22, 2013, replace recommendations from a report dated August 2, 2013. The original report outlined an increased allocation of \$240,000 for the American Red Cross for a two-phase planning and assessment project. Since the release of the report, the American Red Cross has declined \$130,000 of the \$240,000 allocation due to revised project budgets and issues with meeting the grant match requirement. In addition, the City of San Bernardino has also returned an additional \$1,899 of its allocation. The original report also included re-appropriations for the Los Angeles Housing Department (LAHD) within the grant fund. The new CAO report revises these recommendations due to revisions in the travel expenses reported by LAHD.

At the Public Safety Committee meeting held August 23, 2013, the Public Safety Committee recommended that Council authorize the Mayor to modify the FY 2010 Regional Catastrophic Preparedness Grant Program budget and to approve the above related actions, as recommended by the CAO in the report dated August 22, 2013.

Respectfully Submitted,

| <b><u>Member</u></b> | <b><u>Vote</u></b> |
|----------------------|--------------------|
| ENGLANDER:           | YES                |
| BUSCAINO:            | YES                |
| BONIN:               | YES                |
| O'FARRELL:           | ABSENT             |
| MARTINEZ:            | YES                |

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**