

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: December 11, 2015

CAO File No. 0220-03695-0188

Council File No. 13-1301-S1

Council District: All

To: The Mayor  
The Council

From: Miguel A. Santana, City Administrative Officer 

Reference: Transmittal from the Mayor's Office dated November 3, 2015; referred for report November 3, 2015

Subject: **ACCEPTANCE OF THE FISCAL YEAR 2015 SECURING THE CITIES GRANT, AND BUDGET MODIFICATIONS AND REAPPROPRIATIONS TO FISCAL YEAR 2012, 2013 AND 2014 SECURING THE CITIES GRANT**

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### SUMMARY

The Mayor's Office of Public Safety (Mayor's Office) requests authority to accept the Fiscal Year 2015 Securing the Cities (FY15 STC) grant award in the amount of \$5.1 million in direct and non-monetary assistance from the United States Department of Homeland Security (DHS) Domestic Nuclear Detection Office (DNDO) for a grant performance period of July 15, 2015 to July 14, 2016. In addition, the Mayor's Office requests authority to modify the Fiscal Year 2012 (FY12 STC), 2013 (FY13 STC), and 2014 (FY14 STC) Securing the Cities grant awards.

### Background

The Securing the Cities (STC) program seeks to lessen the threat posed by dangerous radiological or nuclear materials against major metropolitan areas in the United States by establishing sustainable capability among state, local, and tribal agencies to detect and report unauthorized radiological and nuclear materials within their jurisdictions.

The STC program has three main goals:

1. To enhance regional capabilities to detect, identify, and interdict nuclear materials that are out of regulatory control;
2. To guide the coordination of federal, state, and local agencies in their roles as defined by the Global Nuclear Detection Architecture; and,
3. To encourage participants to sustain nuclear detection programs over time.

The Los Angeles STC (LA STC) program coordinates and integrates nuclear detection and interdiction of nuclear materials in the Los Angeles region to enhance training and equipment sharing capabilities. The primary participants of the LA STC are: the Los Angeles Mayor's Office,

Los Angeles Police Department (LAPD), Los Angeles Fire Department (LAFD), Port of Los Angeles Police (POLA), Los Angeles World Airports (LAWA) Police Division, Los Angeles County Sheriff's Department, Los Angeles County Fire Department, Los Angeles County Department of Public Health, Long Beach Police Department, Orange County Sheriff's Department, and the California Highway Patrol. The Mayor's Office serves as the lead agency and program administrator of the LA STC program. The City of Los Angeles was eligible to apply on behalf of the Los Angeles/Long Beach Urban Area for this program because it was previously identified as a Tier 1 region under the Urban Areas Security Initiative (UASI) program.

**Los Angeles Securing the Cities Grant Fiscal Year 2015**

The STC grant is a five year program (October 15, 2012 to September 14, 2017) that requires an annual re-application to qualify for funding every year. On November 5, 2013, the Council approved the FY12 and FY13 STC grant awards in the amounts of \$1,500,000 and \$9,900,000, respectively, for a total of \$11,400,000 (C.F. 13-1301). The FY12 STC grant was the first year of the grant program, with a performance period from January 1, 2013 to December 31, 2013, and the FY13 STC grant program was the second year, with a performance period of July 15, 2013 to July 14, 2014.

On July 23, 2014, the DNDO approved the FY14 STC for the third year of the program, with a grant award of \$9,000,000 for the period of July 15, 2014 to July 14, 2015. The \$9,000,000 funding includes \$8,000,000 in direct funding and \$1,000,000 in non-monetary funding. The DHS notified the Mayor's Office on April 29, 2015 of the FY15 Continuation Award application in the amount of \$5,100,000 which represents the fourth budget period for the STC. There is no match requirement for this fourth year grant. Total funding for the four years of the program is as follows:

Program Year	Direct Funding	Non-Monetary Indirect Support	Non-Monetary Contribution
FY12 STC	\$1,000,000	\$500,000	\$500,000
FY13 STC	\$8,900,000	\$100,000	\$1,000,000
FY14 STC	\$8,000,000	\$1,000,000	\$1,000,000
FY15 STC	\$5,100,000	\$567,000	\$333,000
<b>Total</b>	<b>\$23,000,000</b>	<b>\$2,167,000</b>	<b>\$2,833,000</b>

The following table summarizes the FY15 STC grant budget by program area. Discussion on how the FY15 STC will be expended is provided in the following pages.

Program Area	Budget
Equipment	\$3,418,392
Training	\$840,000
Contractual Services	\$374,658
Grant Management and Administration	\$466,950
<b>Total</b>	<b>\$5,100,000</b>

## Equipment

A total of \$3,418,392 is budgeted for equipment for the FY15 STC program. The LA STC program will purchase preventive radiological and nuclear detection (PRND) equipment to enhance the region's ability to locate and identify radiological and nuclear materials. An equitable distribution plan has been developed at equipment subcommittee meetings with partner agencies based on jurisdictional needs and current capabilities. The Mayor's Office will be responsible for purchasing the equipment and coordinating equipment training for the responders.

Below is a summary of the equipment allocations:

Project Name	Budget
Personal Radiation Detectors (PRD)	\$197,381
Radio-isotope Identifying Devices (RIID)	\$331,892
Mobile Radiation Detection Systems	\$1,157,361
Automated Equipment Capabilities (ACE) Maintenance & Calibration Phase II	\$131,000
Laptops and Connectivity	\$151,078
PRD Calibration System	\$150,000
Mobile Phones	\$46,838
LA Region Equipment	\$1,252,842
<b>Total</b>	<b>\$3,418,392</b>

### *Personal Radiation Detectors*

Similar to prior year STC budgets, the FY15 grant provides for the acquisition of personal radiation detection (PRD) devices. Funding in the amount of \$197,381 will allow for the purchase of 30 PRDs for first responders assigned to Secondary Screening Teams.

### *Radio-Isotope Identifying Devices (RIID) and Laptops*

Program funding is provided for the acquisition of 15 RIIDs (\$331,892) and 24 laptops and wireless connectivity service (\$151,078) that will enable Secondary Screening Teams using RIIDs to identify precise elements detected and transmit this information for additional analysis to the Southern California Radiological Intake Center housed by the Los Angeles Police Department.

### *Mobile Radiation Detection Systems*

An allocation of \$1,157,361 is included for the purchase of 10 mobile radiation detection systems used by Secondary Screening Teams for deployment in land-based vehicles and in vessels for use in maritime applications.

### *Mobile Phones for Responder Deployment*

The FY15 program includes funding in the amount of \$46,838 to provide responders with 345 mobile phones that will enhance local detection efforts through new web-based applications being developed for radiological data management by the Department of Homeland Security Geospatial Management Office.

### *PRD Calibration Equipment*

Funding in the amount of \$150,000 in FY15 STC grant funds are set aside to purchase calibration equipment to sustain service to approximately 4,500 PRDs. Instruments used for measuring exposure rates or determining levels of radioactivity should be calibrated once a year. Each instrument used for calibrating is specific to the equipment that is being calibrated.

### *LA Region Equipment*

The Mayor's Office, in coordination with the DNDO, is in the process of pursuing expansion of the LA STC program to other outside agencies and regional jurisdictions. As program expansion opportunities occur and regional needs increase, additional funding for PRDs, RIIDs, mobile detection systems and other equipment will be necessary. The FY15 program provides a set-aside amount of \$1,252,842 to address these needs. The Grantor is currently in the process of approving the allocation and further information will be subsequently provided.

### **Training**

A total of \$840,000 is budgeted in FY15 STC grant funds for training on the use of nuclear and radiological detection equipment. Training will be conducted through the National Nuclear Security Administration (NNSA) Counter-Terrorism Operations Support (CTOS) – Center for Radiological/Nuclear Training program and provided by the LA STC Training Cadre. The Training Cadre is a multi-jurisdictional training unit that was established to sustain training opportunities for regional first responders. Funding in the amount of \$33,600 is provided to support the Training Cadre.

Approximately \$228,900 is allocated for overtime and backfill costs for 300 first responders to attend follow-up/refresher course work in radiological/nuclear detection equipment and skills. Lastly, a total of \$577,500 is provided for overtime and backfill costs for jurisdiction-wide personnel trained in radiation detection to participate in drills and exercises to validate their knowledge and skills.

The following table summarizes the FY15 training allocation by agency:

<b>Agency</b>	<b>Total</b>
Los Angeles Fire Department	\$56,700
Los Angeles Police Department	\$195,300
Los Angeles World Airport Police	\$31,500
Port of Los Angeles Police	\$32,200
California Highway Patrol	\$104,300
Los Angeles County Fire	\$28,700
Los Angeles County Department of Public Health	\$28,700
Los Angeles County Sheriff's Department	\$181,300
Orange County Sheriff's Department	\$135,800
LA Region Training and Exercise Costs	\$45,500
<b>Total</b>	<b>\$840,000</b>

## **Contractual Services**

### *Training and Exercise Consultant/Contractor*

Funding was provided under the FY12 and FY13 STC grant programs to hire an exercise planning consultant to develop an LA STC Radiological Nuclear Detection (RND) Tabletop, Function and Full-Scale Exercise Program (Phase One). Funding in the amount of \$300,000 was budgeted in the FY14 STC grant program to continue development and implementation of the program based on after action reports and improvement plans (Phase Two). Both phases of the program will enable participants to exercise their skills and familiarity with radiation scenarios to make decisive decisions for operational readiness. The Mayor's Office requests authority to negotiate and execute a service contract to provide Phase Three of this training program which will provide first responders the opportunity to build response and coordination skills, in addition to identifying issues that could develop during a variety of hazardous materials scenarios. The FY15 grant program would provide funding to provide a training and exercise program for a contract amount of up to \$300,000 for 12 months within the grant performance period.

### *Mobile Radiation Detection System Installation*

As previously noted, up to 10 mobile radiation detection systems will be purchased with FY15 STC grant funds. The mobile radiation detection systems will be installed on a variety of land, air and sea vehicles owned by the partner agencies in the region. Funding in the amount of \$50,000 is set aside in the FY15 STC grant program for installation services. The Mayor's Office requests authority to negotiate and execute a contract with a vendor to provide mobile radiation detection system installation services for a contract amount of up to \$50,000 for 12 months within the grant performance period.

### *Radio-isotope Calibration Service*

Funding in the amount of \$24,658 is provided for the calibration of radio-isotope identification devices (RIID). The RIID instruments must be calibrated on a yearly basis to ensure the working functionality of the devices. The highly specialized calibration services will be provided through the use of a contract vendor. Authority is also requested to negotiate and execute a contract with a vendor to provide calibration services not to exceed the funded amount of \$24,658.

### **Grant Management and Administration**

A total of \$466,950 is provided to the Mayor's Office for grant management and administration. Funding in the amount of \$456,668 will support the direct and indirect costs of one Program Manager, one Contract Specialist, one Grant Specialist and one Accountant.

Funding in the amount of \$10,282 is set aside for costs associated with licensing the program's regional training facilities, which includes \$2,002 for licensing fees; \$2,900 for training and conference participation of the radiation safety officers and authorized user certifications; and \$2,500 in conference and training travel expenses. STC training facilities retain yearly radioactive material licensing fees through the California Department of Public Health under the licensee of the Mayor's Office. Lastly, a total of \$2,880 in supply costs are included for grant management staff mobile phone subscription services.

### *Domestic Nuclear Detection Office (DNDO) Non-Monetary Contribution*

The FY15 STC program also includes a contribution of \$900,000 from the DNDO to provide training and technical support to first responders through the NNSA CTOS training group. A total of \$333,000 is allocated for the first responder training, whereas the remaining amount of \$567,000 will cover indirect costs associated with grant management and subject matter expertise at the Federal level. No action is required on these funds.

### **Los Angeles Securing the Cities Grant Fiscal Year 2014 Budget Modification and Reappropriation (C.F. 13-1301-S1)**

#### *Contractual Services – RIID Calibration Service*

As the FY13 program provided for the acquisition of 21 RIIDs, with another 15 units included in FY15, a corresponding increase in funding for RIID calibration services is now required. Accordingly, the Mayor's Office requests contracting authority to negotiate and execute a contract with a vendor, not to exceed \$15,000, to provide calibration services to ensure the working function of the region's RIIDs.

*Reappropriation – LAFD and LAPD*

In FY14, a total of \$95,000 was allocated to LAFD and \$461,300 to LAPD in order to provide backfill and overtime funding. Since this funding was not expended during the previous grant period, a request was made to the Grantor to reappropriate the unspent grant funds to the current budget period. This action was approved on July 15, 2015. Accordingly, authorization is now requested to reappropriate these amounts to the LAFD and LAPD, respectively.

*Reappropriation – Mayor’s Office*

Funding was provided in the FY14 STC grant program to the Mayor’s Office for management and administration of the grant award. Funding was provided to support the costs of one Program Manager, one Contract Specialist and one Accountant to handle day-to-day operations and coordination of the LA STC program. The Mayor’s Office requests authority to reappropriate \$80,753.95 for salary and fringe benefits to reimburse the General Fund.

**Los Angeles Securing the Cities Grant Fiscal Year 2012 and 2013 Reappropriations**

*Reappropriation*

Funding was provided in the FY12 and FY13 STC grant programs to support backfill and overtime costs for LAFD and LAPD first responders to attend trainings and exercises in the use of nuclear and radiological detection equipment. Unspent funds in the amounts of \$64,400 for LAFD and \$58,540.41 for LAPD are now being requested to be authorized for reappropriation into the current budget period to continue this training.

**RECOMMENDATIONS**

That the Council:

1. Authorize the Mayor, or designee, to:
  - a. Accept on behalf of the City, the Fiscal Year 2015 Securing the Cities (FY15 STC) grant in the amount of \$5,100,000 from the United States Department of Homeland Security Domestic Nuclear Detection Office for a grant performance period of July 15, 2015 to July 14, 2016;
  - b. Accept on behalf of the City, the grantor’s extension of the Fiscal Years 2012, 2013 and 2014 Securing the Cities (FY12, FY13 and FY14 STC) grant funds for a performance period end date of July 14, 2016;
  - c. Submit to the grantor on behalf of the City, requests for drawdown of funds for payment or reimbursements of City and partner jurisdiction funds expended for approved grant purposes;

- d. Execute the Grant Award Agreements on behalf of the City and submit any other necessary agreements and documents relative to the FY15 STC grant award, subject to the approval of the City Attorney as to form and legality;
- e. Execute amendments to existing subrecipient agreements with Los Angeles Securing the Cities (LA STC) primary participants, including the County of Los Angeles, City of Long Beach, County of Orange, and the State of California Department of Highway Patrol, to: (a) include the use of FY 15 STC grant funds in the subrecipient agreements in accordance with the FY 15 STC grant budget and allocation as approved by the Grantor, (b) include the use of FY 12, FY 13 and FY14 STC grant funds in the subrecipient agreements as approved by the Grantor, and (c) extend the term of the subrecipient agreements to July 14, 2016, subject to the approval of the City Attorney as to form and legality;
- f. Execute amendments to existing Memorandum of Agreements with the Port of Los Angeles (POLA) and Los Angeles World Airports (LAWA), to: (a) include the use of FY 15 STC grant funds in the Memorandum of Agreements in accordance with the FY 15 STC grant budget and allocation as approved by the Grantor, (b) include the use of FY 12, FY 13, and FY14 STC grant funds in the subrecipient agreements as approved by the Grantor, and (c) extend the term of the subrecipient agreements to July 14, 2016, subject to the approval of the City Attorney as to form and legality;
- g. Negotiate and execute a contract with a vendor selected through a sole source procurement with Safe Environment Engineering to provide software upgrades to the Automated Equipment Capabilities (ACE) system for a term of up to 12 months within the applicable grant performance period and an amount not to exceed \$131,000, subject to the approval of the City Attorney as to form and legality;
- h. Negotiate and execute a contract with a vendor to provide radio-isotope identifying device calibration services for a term of up to 12 months within the applicable grant performance period and an amount not to exceed \$24,658, subject to the approval of the City Attorney as to form and legality;
- i. Negotiate and execute a contract between the City of Los Angeles and a consultant(s) to provide and conduct a training and exercise program for a term of up to 12 months within the applicable grant performance period and an amount not to exceed \$300,000, subject to the approval of the City Attorney as to form and legality;
- j. Negotiate and execute a contract between the City of Los Angeles and a consultant(s) to provide mobile radiation detection system installation services for a term of up to 12 months within the applicable grant performance period and an amount not to exceed \$50,000 utilizing FY15 STC grant funds, subject to the approval of the City Attorney as to form and legality;



- k. With the assistance of General Managers of affected City Departments, to release requests for proposals, evaluate proposals, and negotiate contracts for the purchase of approved equipment and training including consulting services, as detailed in the FY15 STC budget;
  - l. Receive, deposit into, and disburse from Fund 55X, Securing The Cities;
2. Adopt the FY15 STC grant budget and authorize the Mayor's Office of Public Safety to expend the grants in accordance with the approved budget;
3. Authorize the Controller, or designee, to:
- a. Increase receivables in Fund 55X, Securing the Cities, in the amount of \$5,100,000 and create new appropriation accounts within Fund 55X, Department 46, as follows:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
46M304	Contractual Services	\$374,658
46M730	Equipment	\$3,418,392
46M170	LAPD Salaries	\$195,300
46M138	LAFD Salaries	\$56,700
46M904	LAWA	\$31,500
46M942	POLA	\$32,200
46M668	Partner Jurisdictions	\$524,300
46M146	Mayor's Office Salaries	\$316,514
46M299	Related Costs	\$140,154
46M946	Management and Administration	\$10,282
<b>Total</b>		<b>\$5,100,000</b>

- b. Transfer appropriations from Fund 55X, Securing the Cities, Department 46, to the General Fund as reimbursement for FY15 STC expenditures, as follows:

TRANSFER FROM:

<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
55X	46	46M146	Mayor's Office Salaries	\$316,514
55X	46	46M170	LAPD Salaries	\$195,300
55X	46	46M138	LAFD Salaries	\$56,700
<b>Total</b>				<b>\$568,514</b>

TRANSFER TO:

<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
100	46	1020	Grant Reimbursed Salaries	\$316,514
100	70	1092	Overtime Sworn	\$195,300
100	38	1098	Overtime Variable Staffing	\$56,700
<b>Total</b>				<b>\$568,514</b>

- c. Transfer up to \$140,154 from Fund 55X, Securing the Cities, Department 46, Account 46M299, to the General Fund 100, Department 46, Revenue Source Code 5346, for reimbursement of grant funded fringe benefits;
  - d. Expend and receive funds upon presentation of documentation and proper demand by the Mayor's Office of Public Safety to reimburse the City and partner jurisdictions for approved FY15 STC grant expenditures;
  - e. Transfer cash from Fund 55X, Department 46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from the Los Angeles Police Department, Los Angeles Fire Department, Los Angeles World Airports, Port of Los Angeles, and the Office of the Mayor, subject to the approval of the Mayor's Office of Public Safety;
4. Negotiate and execute a contract with a vendor to provide radio-isotope identifying device calibration services for a term of up to 12 months within the applicable grant performance period and an amount not to exceed \$15,000 utilizing FY14 funding, subject to the approval of the City Attorney as to form and legality;
5. Authorize the Controller to:
- a. Transfer appropriations from the FY14 STC Grant Fund 55X, Department 46, to the new appropriations as follows:

TRANSFER FROM:

<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
55X	46	46L138	LAFD Salaries	\$160,000.00
55X	46	46L170	LAPD Salaries	\$519,840.41
55X	46	46L299	Fringe Benefits	\$13,737.60
<b>Total</b>				<u>\$700,673.46</u>

TRANSFER TO:

<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
55X	46	46M138	LAFD Salaries	\$160,300.00
55X	46	46M170	LAPD Salaries	\$519,840.41
55X	46	46M146	Mayor's Office Salaries	\$2,468.09
55X	46	46M299	Fringe Benefits	\$11,269.51
<b>Total</b>				<u>\$700,673.46</u>

- b. Transfer appropriations from the FY14 STC Grant Fund 55X, Department 46, to the General Fund as reimbursement for FY14 STC expenditures, as follows:

**TRANSFER FROM:**

<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
55X	46	46M138	LAFD Salaries	\$160,300.00
55X	46	46M170	LAPD Salaries	\$519,840.41
55X	46	46M146	Mayor's Office Salaries	\$2,468.09
<b>Total</b>				<u>\$682,608.50</u>

**TRANSFER TO:**

<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
100	38	001098	Overtime Variable Staffing	\$160,300.00
100	70	001092	Overtime Sworn	\$519,840.41.00
100	46	001020	Grant Reimbursed Salaries	\$2,468.09
<b>Total</b>				<u>\$682,608.50</u>

- c. Transfer up to \$18,064.96 from Fund 55X, Securing the Cities, Department 46, Account 46M299, to the General Fund 100, Department 46, Revenue Source Code 5346, for reimbursement of grant funded fringe benefits; and,

6. Authorize the Mayor, or designee, to prepare Controller's instructions for any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

**FISCAL IMPACT STATEMENT**

Approval of the recommendations in this report will provide allocations to various City departments and Los Angeles Securing the Cities primary participants from the Fiscal Year 2015 Securing the Cities grant award, as well as allow for the continued expenditures of the Fiscal Year 2012, 2013 and 2014 Securing the Cities grant awards. No matching funds are required. There is no impact to the General Fund. The recommendations in this report are in compliance with the City's Financial Policies in that all grant eligible costs are fully covered by grant funds.