

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: March 15, 2017

CAO File No. 0220-03695-0212

Council File No. 13-1301-S2

Council District: --

To: The Mayor
The Council

From: Richard H. Llewellyn, Jr., Interim City Administrative Officer



Reference: Transmittal from the Mayor's Office dated January 23, 2017; referred for report January 25, 2017

Subject: **ACCEPTANCE OF THE FISCAL YEAR 2016 SECURING THE CITIES GRANT, BUDGET MODIFICATIONS AND REAPPROPRIATIONS TO FISCAL YEAR 2012, 2013, 2014, AND 2015 SECURING THE CITIES GRANT**

RECOMMENDATIONS

1. That the Council, authorize the Mayor, or designee, to:
 - a. Accept on behalf of the City, the Fiscal Year 2016 (FY 16) Securing the Cities (STC) grant award in the amount of \$1,500,000 from the United States Department of Homeland Security Domestic Nuclear Detection Office for the budget period of July 15, 2016 through October 14, 2017;
 - b. Accept on behalf of the City, the grantor's extension and carryover of Fiscal Year 2012 (FY 12), Fiscal Year 2013 (FY 13), Fiscal Year 2014 (FY 14), and Fiscal Year 2015 (FY 15) STC grant funds for the budget period of July 15, 2016 through October 14, 2017;
 - c. Submit to the grantor on behalf of the City, the requests for drawdown of funds for payment or reimbursements of City and partner jurisdiction funds expended for approved grant purposes;
 - d. Execute grant award agreements on behalf of the City and submit other necessary agreements and documents relative to the FY 16 STC grant award, subject to the approval of the City Attorney as to form;
 - e. Execute amendments to the existing subrecipient agreements with the County of Los Angeles, City of Long Beach, County of Orange, and the State of California Department of Highway Patrol subject to the City Attorney as to form, to:

- i. Include the use of FY 16 STC grant funds in accordance with the FY 16 STC grant budget and allocation as approved by the grantor as set forth in Attachment 3 of the Mayor's January 23, 2017 transmittal;
 - ii. Include the use of FY 12, FY 13, FY 14, and FY 15 STC grant funds in the subrecipient agreements as approved by the grantor;
 - iii. Extend the term of the subrecipient agreements through October 14, 2017, such amendments being subject to the City Attorney as to form;
 - f. Execute amendments to existing Memoranda of Agreements with the Port of Los Angeles and Los Angeles World Airports, subject to the City Attorney as to form, to:
 - i. Include the use of FY 16 STC grant funds in accordance with the FY 16 STC grant budget and allocation as approved by the grantor as set forth in Attachment 3 of the Mayor's January 23, 2017 transmittal;
 - ii. Include the use of FY 12, FY 13, FY 14, and FY 15 STC grant funds in the subrecipient agreements as approved by the grantor;
 - iii. Extend the term of the subrecipient agreements through October 14, 2017, such amendments being subject to the City Attorney as to form;
 - g. 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, not to exceed \$250,000, subject to the approval of the City Attorney as to form;
 - h. Negotiate and execute a contract between the City of Los Angeles and a consultant(s) to provide mobile cellular phone services for a term of up to 12 months within the applicable grant performance period, not to exceed \$45,000, subject to the approval of the City Attorney as to form;
 - i. Release requests for proposals, evaluate proposals, and negotiate contracts and negotiate contracts for purchases of approved equipment and training including consulting services, with the assistance of General Managers of affected City Departments, as detailed in the FY 16 STC budget; and,
 - j. Receive, deposit into, and disburse from the new FY 16 STC grant fund.
2. That the Council, authorize the Mayor, or designee, to adopt the FY 16 STC grant budget and authorize the Mayor's Office of Public Safety to expend the grants in accordance with the approved budgets.

3. Authorize the Controller to;

- a. Increase receivables to 55X in the amount of \$1,500,000 and create new appropriation accounts within Fund 55X, Department 46, as follows:

| <u>Account Number</u> | <u>Account Name</u> | <u>Amount</u> |
|-----------------------|-------------------------------|--------------------|
| 46N304 | Contractual Services | \$295,000 |
| 46N730 | Equipment | 423,840 |
| 46N170 | LAPD Salaries | 57,265 |
| 46N138 | LAFD Salaries | 15,165 |
| 46N904 | LAWA Grant Allocation | 16,365 |
| 46N942 | POLA Grant Allocation | 16,365 |
| 46N668 | Partner Jurisdictions | 191,485 |
| 46N146 | Mayor's Office Salaries | 346,165 |
| 46N299 | Related Costs | 126,593 |
| 46N946 | Management and Administration | 11,757 |
| Total: | | \$1,500,000 |

- b. Transfer appropriations from Fund 55X, FY 16 Securing the Cities, Department 46, to the General Fund as a reimbursement for FY 16 Securing the Cities expenditures as follows:

Transfer From:

| <u>Fund</u> | <u>Department</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u> |
|---------------|-------------------|----------------|-------------------------|------------------|
| 55X | 46 | 46N146 | Mayor's Office Salaries | \$346,165 |
| 55X | 46 | 46N170 | LAPD Salaries | 57,265 |
| 55X | 46 | 46N138 | LAFD Salaries | 15,165 |
| Total: | | | | \$418,595 |

Transfer To:

| <u>Fund</u> | <u>Department</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u> |
|---------------|-------------------|----------------|----------------------------|------------------|
| 100 | 46 | 001020 | Grant Reimbursed Salaries | \$346,165 |
| 100 | 70 | 001092 | Salaries, Overtime | 57,265 |
| 100 | 38 | 001098 | Overtime Variable Staffing | 15,165 |
| Total: | | | | \$418,595 |

- c. Transfer up to \$126,593 from Fund 55X, Account 46N299 to the General Fund 100/46, Revenue Source 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 FY 16 STC grant expenditures; and,
- 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. Authorize the Controller to:

- a. Transfer appropriations from the FY 15 STC Grant Fund 55X, Department 46, to the new appropriations, as follows:

Transfer From:

| <u>Fund</u> | <u>Department</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u> |
|---------------|-------------------|----------------|-----------------|---------------------|
| 55X | 46 | 46M138 | LAFD Salaries | \$210,619.17 |
| 55X | 46 | 46M170 | LAPD Salaries | 715,140.41 |
| 55X | 46 | 46M299 | Fringe Benefits | 67,126.36 |
| Total: | | | | \$992,885.94 |

Transfer To:

| <u>Fund</u> | <u>Department</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u> |
|---------------|-------------------|----------------|-----------------|---------------------|
| 55X | 46 | 46N138 | LAFD Salaries | \$210,619.17 |
| 55X | 46 | 46N170 | LAPD Salaries | 715,140.41 |
| 55X | 46 | 46N299 | Fringe Benefits | 67,126.36 |
| Total: | | | | \$992,885.94 |

- b. Transfer appropriations from the FY 16 STC Grant Fund 55X, Department 46, to the General Fund to reimburse the General Fund for FY 16 STC expenditures, upon proper presentation of documentation, as follows:

Transfer From:

| <u>Fund</u> | <u>Department</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u> |
|---------------|-------------------|----------------|---------------|---------------------|
| 55X | 46 | 46N138 | LAFD Salaries | \$210,619.17 |
| 55X | 46 | 46N170 | LAPD Salaries | 715,140.41 |
| Total: | | | | \$925,759.58 |

Transfer To:

| <u>Fund</u> | <u>Department</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u> |
|---------------|-------------------|----------------|----------------------------|---------------------|
| 100 | 38 | 001098 | Overtime Variable Staffing | \$210,619.17 |
| 100 | 70 | 001092 | Salaries, Overtime | 715,140.41 |
| Total: | | | | \$925,759.58 |

- c. Transfer up to \$67,126.36 from Fund 55X, Account 46N299 to the General Fund 100, Department 46, Revenue Source 5346, for reimbursement of grant-funded fringe benefits.
5. Authorize the Controller to transfer cash from Fund 55X, Department 46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation by City Departments, subject to the approval of the Mayor's Office of Public Safety; and,

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

SUMMARY

The Mayor's Office of Public Safety (Mayor's Office) requests authority to accept the Fiscal Year 2016 (FY 16) Securing the Cities (STC) grant award in the amount of \$1.5 million in direct funding from the United States Department of Homeland Security (DHS) Domestic Nuclear Detection Office (DNDO) for a grant performance period of July 15, 2016 to October 14, 2017. In addition, the Mayor's Office requests authority to modify the Fiscal Year 2012 (FY 12), Fiscal Year 2013 (FY 13), Fiscal Year 2014 (FY 14), and Fiscal Year 2015 (FY 15) STC 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 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.

Program Background

The STC grant is a five year program (October 15, 2012 to October 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 January 7, 2015 the Council approved the FY14 STC grant award and modifications to the FY 12 and FY 13 grant awards (C.F. 13-1301-S1). The FY 14 STC was 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. On January 19, 2016 the Council approved the FY 15 award budget and modifications for FY 12, FY 13, and FY 14 (C.F. 13-1301-S1). The FY 15 STC is the fourth year of the program, with a grant award of \$5,433,000 for the period of July 15, 2015 to July 14, 2016. The \$5,433,000 funding includes \$5,100,000 in direct funding and \$333,000 in indirect support.

Los Angeles Securing the Cities Grant Fiscal Year 2016

On July 14, 2016, the DHS approved the FY 16 grant continuation award for the fifth and final year of this STC grant program, with a grant award of \$1,500,000 in direct support and \$300,000 in non-monetary funding. There is no match requirement for this grant. Total funding for the five years of the program is as follows:

| Program Year | Direct Funding | Non-Monetary | Total Funding |
|---------------------|-----------------------|---------------------|----------------------|
| FY 12 STC | \$1,000,000 | \$500,000 | \$1,500,000 |
| FY 13 STC | 8,900,000 | 1,000,000 | 9,900,000 |
| FY 14 STC | 8,000,000 | 1,000,000 | 9,000,000 |
| FY 15 STC | 5,100,000 | 333,000 | 5,433,000 |
| FY 16 STC | 1,500,000 | 300,000 | 1,800,000 |
| Total | \$24,500,000 | \$3,133,000 | \$27,633,000 |

The following table summarizes the FY 16 STC grant budget by program area. Discussion on how the FY 16 STC will be expended is provided in the following pages.

| Project Name | Allocation |
|--|--------------------|
| Equipment | \$423,840 |
| Training and Exercise | 296,645 |
| Contractual Services | 295,000 |
| Domestic Nuclear Detection Office (Non-Monetary) | 500,000 |
| Grant Management and Administration | 484,515 |
| Total | \$2,000,000 |

Equipment

A total of \$423,840 is budgeted for equipment for the FY16 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. These items include:

- *Personal Radiation Detectors (PRDs)* - \$216,818 will be allocated to the purchase of 90 enhanced PRDs to complete the LA STC's personal radiation detection capabilities. This equipment will complement Radiation Detection equipment purchased with prior year STC funds;
- *Radio-Isotope Identifying Devices and Laptops* - \$112,022 will be allocated in radio-isotope identifying devices (RIIDs) and \$70,000 will be allocated to purchase laptops with connectivity. Secondary screening teams will utilize RIIDs and connected laptops to send detection spectrum information for additional analysis at the Southern California Radiological Intake Center (SCRIC), housed by the Los Angeles Police Department (LAPD); and,
- *Equipment Check Sources* - \$25,000 will be allocated to various duty assignment facilities in order for first responders and secondary screeners to ensure that their assigned personal radiation detection equipment is operational and functioning properly.

Training and Exercise

A total of \$296,645 is budgeted in FY 16 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. Funding is provided to support the backfill and overtime costs for primary participant's staff to attend the trainings. Funding in the amount of \$107,645 is set aside to fund train-the-trainer programs for first responders from multiple disciplines in the Los Angeles area. Funding in the amount of \$189,000 for overtime and backfill is allocated between the jurisdictions for trained personnel to participate in drills and exercises to validate their knowledge and skills. The following table summarizes the training allocation by agency:

| Jurisdiction | Total STC Training Allocation |
|---|-------------------------------|
| Los Angeles Fire Department | \$15,165 |
| Los Angeles Police Department | 57,265 |
| Los Angeles World Airports | 16,365 |
| Port of Los Angeles | 16,365 |
| California Highway Patrol | 29,764 |
| Los Angeles County Fire Department | 15,164 |
| Los Angeles County Public Health | 13,764 |
| Los Angeles County Sheriff's Department | 57,265 |
| Orange County Sheriff's Department | 57,265 |
| Long Beach Police Department | 18,263 |
| Total | \$296,645 |

Contractual Services

Training and Exercise Consultant/Contractor

Funding was provided in prior year 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) and to continue development and implementation of the program based on after action reports and improvement plans (Phase Two). Funding in the amount of \$250,000 is budgeted in the FY 16 STC grant award for a consultant to implement the next phase of the exercise program based on after action reporting and improvement plans developed in the first two project phases. Phase Three will be reflective of identified deficiencies and provide first responders the opportunity to build response and coordination skills as well as identify issues that could arise during a variety of hazardous materials scenarios.

The Mayor's Office requests authority to negotiate and execute a service contract to provide and conduct a training and exercise program for a contract amount of up to \$250,000 for 12 months within the grant performance period.

Cell Phone Subscription

In the STC FY 15 budget, approximately 160 mobile cellular phones were acquired for connectivity of the personal radiation detection devices, via Bluetooth, to allow for situational awareness, alarm activations, GPS tracking, and command and control operations. Funds were also allocated for the cellular subscription services for these phones. The STC FY 16 budget includes \$45,000 in budgeted funds to continue this capability for one year. The Mayor's Office reports that projected rollover funding within the STC grant award will likely be available to fund ongoing cellular subscription expenses. Should STC grant funds become unavailable, the Mayor's Office indicates that ongoing cellular subscription costs could be absorbed within another grant program.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor to provide cellular phone subscription services for a contract amount of up to \$45,000 for 12 months within the grant performance period.

Domestic Nuclear Detection Office (DNDO) Non-Monetary Contribution

As previously noted, a total of \$300,000 in non-monetary support was awarded to the LA STC Program. The non-monetary support awarded is in the form of training and other technical support to be provided to the LA STC program participants through the NNSA CTOS training group. Subject matter experts and regional first responders will be attending this training on a backfill and overtime basis. No action is required on these funds.

Grant Management and Administration

A total of \$484,515 is provided to the Mayor's Office for grant Management and Administration. Funding in the amount of \$472,758 will support the costs (\$346,165 direct and \$101,287 indirect)

of one Program Manager, one Contract Specialist, and one Accountant. No additional position authorities are required for the Mayor's Office.

Funding in the amount of \$11,757 is set aside for costs associated with licensing the program's regional training facilities, which includes \$2,400 for licensing fees, \$3,000 in supply costs for management staff mobile phone subscriptions, and \$6,357 for training and conference participation of the radiation safety officers and authorized user certifications. STC training facilities retain yearly radioactive material licensing fees through the California Department of Public Health under the licensee of the Mayor's Office.

Los Angeles Securing the Cities Grant Fiscal Year 2015 Reappropriations

LAPD and LAFD

Funding was provided in the FY 15 STC grant program to train LAPD (\$195,300) and LAFD (\$56,700) first responders on the use of nuclear and radiological detection equipment prior to being deployed in the field. In LAFD has a remaining balance of \$50,319.17 and no funding was expended by LAPD during the previous budget period. On July 14, 2016 the grantor approved a request to carry over the unexpended funding into the current budget period.

The Mayor's Office requests the authority to reappropriate \$50,319.17 in funding for LAFD and \$195,300 in funding for LAPD from FY 15 for approved radiological and nuclear detection testing.

Mayor's Office

Funding was provided in the FY 15 STC grant program for salaries and indirect benefit costs for three grant-funded positions for STC grant Management and Administration. These positions handle management and administrative operations and coordination for the LA STC program.

The Mayor's Office requests the authority to reappropriate \$67,126.36 in Management and Administration indirect benefits for three positions.

Los Angeles Securing the Cities Grant Fiscal Year 2014 Reappropriations

LAFD and LAPD

Funding was provided in the FY 14 STC grant program to LAFD (\$95,900) and LAPD (\$461,300) for first responder training in the use of nuclear and radiological detection equipment prior to deployment in the field. No funding was expended for this purpose during the previous grant budget period. On July 14, 2016 the grantor approved a request to carry over the unexpended funding into the current budget period.

The Mayor's Office requests the authority to reappropriate \$95,900 in funding for LAFD salaries and \$461,300 in funding for LAPD from FY 14 for approved radiological and nuclear detection testing.

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

On July 14, 2016, the grantor approved the extension of both the FY12 and FY13 STC grant awards through October 14, 2017. In the FY 12 and FY 13 STC grant award, an unexpended balance remains of \$64,400 in LAFD salaries and \$58,540.41 in LAPD salaries. This funding supports backfill and overtime costs for first responders to attend trainings and exercises.

The Mayor's Office requests authority to accept the grant extension and reappropriate \$64,400 in funding for the LAFD and \$58,541, in funding from the LAPD for FY 12 and FY 13 backfill and overtime costs for first responders to attend the approved training.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will provide allocations to various City departments and Los Angeles Securing the Cities primary participant agencies totaling \$27,633,000 from the Fiscal Year 2012, 2013, 2014, 2015 and 2016 Securing the Cities grant award. 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 funded by grant funds.

RHL:MFC:04170083