

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: October 24, 2016

CAO File No. 0220-03695-0206

Council File No. 15-0734

Council District: All

To: The Mayor  
The Council

From: Miguel A. Santana, City Administrative Officer



Reference: Transmittal from the Mayor dated September 21, 2016; referred for report September 22, 2016.

Subject: **FISCAL YEAR 2015 URBAN AREAS SECURITY INITIATIVE GRANT  
CONTRACTING AUTHORITIES AND BUDGET MODIFICATIONS**

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### RECOMMENDATIONS

That the Council;

1. Authorize the Mayor, or designee, to:

- a. Modify the existing grant budget (C.F. 15-0734) for the FY15 UASI grant by reallocating funds between projects as described within this report;
- b. Negotiate and execute a contract with a vendor to provide training for the Los Angeles Police Department (LAPD) personnel on the proper use and maintenance of Gas Chromatograph/Mass Spectrometer for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$15,300, subject to the approval of the City Attorney as to form;
- c. Negotiate and execute a sole-source contract with Critical Simulations Ltd. to upgrade the Hydra simulations systems equipment for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$80,485, subject to the approval of the City Attorney as to form;
- d. Negotiate and execute a contract with a vendor to conduct Manual Neutralization Techniques training for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$41,582, subject to the approval of the City Attorney approval as to form;
- e. Negotiate and execute a contract with a vendor to conduct Explosive Container Entry training for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$37,100, subject to the approval of the City Attorney approval as to form;
- f. Negotiate and execute a contract with a vendor to conduct Canine Improvised Explosive Detection training for a term of up to 21 months within the grant

performance period, and for an amount not to exceed \$18,500, subject to the approval of the City Attorney as to form;

- g. Negotiate and execute a contract with a vendor to conduct Person Borne Detection Training for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$18,733, subject to the approval of the City Attorney approval as to form;
- h. Negotiate and execute a contract with a vendor to conduct Stand-Off Detection training for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$9,604, subject to the approval of the City Attorney approval as to form;
- i. Negotiate and execute a contract with a vendor for Boat Operator's Search and Rescue trainings for Los Angeles Fire Department (LAFD) personnel, for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$32,000, subject to the City Attorney approval as to form;
- j. Negotiate and execute a contract with a vendor for Radar Observer trainings for LAFD boat pilots, up to three classes at approximately \$7,000 each, for a term of up to 21 months within the grant performance period, and for a total amount not to exceed \$21,000, subject to the approval of the City Attorney approval as to form;
- k. Negotiate and execute a contract with a vendor to provide primary prevention and intervention services in connection with the Building Healthy Communities Program, for a term up to eight months within the grant performance period and for a contract amount not to exceed \$20,000, subject to the approval of the City Attorney approval as to form;
- l. Negotiate and execute a contract with a vendor to develop and deliver a media outreach campaign for countering violent extremism, for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$55,000, subject to the approval of the City Attorney approval as to form;

2. Authorize the Controller to:

- a. Transfer appropriations and create appropriation accounts within Fund 58H, FY15 UASI, as follows:

| FROM:                 |                |                           |                  |
|-----------------------|----------------|---------------------------|------------------|
| <u>Fund/Dept. No.</u> | <u>Account</u> | <u>Title</u>              | <u>Amount</u>    |
| 58H/46                | 46M135         | Emergency Management      | \$16,500         |
| 58H/46                | 46M935         | EMD Grant Allocation      | 50,000           |
| 58H/46                | 46M946         | Grant Management & Admin. | <u>300,000</u>   |
| <b>Total:</b>         |                |                           | <b>\$366,500</b> |

TO:

| <u>Fund/Dept. No.</u> | <u>Account</u> | <u>Title</u>                        | <u>Amount</u>    |
|-----------------------|----------------|-------------------------------------|------------------|
| 58H/46                | 46M970         | LAPD Grant Allocation               | \$16,500         |
| 58H/46                | 46M946         | Grant Management & Administration   | 50,000           |
| 58H/46                | 46N146         | Mayor                               | 219,668          |
| 58H/46                | 46N299         | Reimbursement of General Fund Costs | <u>80,332</u>    |
| <b>Total:</b>         |                |                                     | <b>\$366,500</b> |

- b. Transfer appropriations and create appropriation accounts within Fund 58H to the General Fund to reimburse the General Fund as follows:

FROM:

| <u>Fund/Dept. No.</u> | <u>Account</u> | <u>Title</u> | <u>Amount</u>    |
|-----------------------|----------------|--------------|------------------|
| 58H/46                | 46N146         | Mayor        | <b>\$219,668</b> |

TO:

| <u>Fund/Dept. No.</u> | <u>Account</u> | <u>Title</u>     | <u>Amount</u>    |
|-----------------------|----------------|------------------|------------------|
| 100/46                | 001020         | Grant Reimbursed | <b>\$219,668</b> |

3. Authorize the Controller to transfer up to \$80,332 from Fund 58H, Account 46N299 to the General Fund 100/46, Revenue Source 5346, for reimbursement of grant-funded fringe benefits;
4. Authorize the Controller to transfer cash from Fund 58H/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation to City Departments, subject to the approval of the Mayor's Office of Public Safety; and,
5. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to 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 modify the United States Department of Homeland Security Fiscal Year 2015 (FY15) Urban Areas Security Initiative (UASI) grant. The Mayor's Office also requests contracting authority and budget modifications as part of the FY15 UASI grant program. On January 19, 2016 the Council authorized the Mayor's Office to accept the FY15 UASI grant in the amount of \$55,600,000 with a grant performance period of September 1, 2015 to May 31, 2018 (C.F. 15-0734). No matching funds are required.

### Los Angeles Police Department

#### *HAPSITE ER Training*

Funding in the amount of \$15,300 is set aside in the FY15 UASI grant program to provide Hazardous Air Pollutants on Site (HAPSITE) ER Gas Chromatograph/Mass Spectrometer (GC/MS)

training for the Los Angeles Police Department (LAPD). The GC/MS is a highly technical piece of equipment utilized to analyze trace amounts of chemicals based on molecular signature and weight including volatile organic compounds, toxic industrial chemicals and materials, chemical warfare agents, and select semi-volatile organic compounds.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor to provide training for LAPD personnel on the proper use and maintenance of GC/MS for a term of up to 21 months within the grant performance period for an amount not to exceed \$15,300.

#### *Hydra Upgrade*

In FY15 UASI, the LAPD received Council authority to negotiate and execute a sole-source contract with Critical Simulations Ltd. to upgrade the City's Hydra simulations systems equipment for an amount not to exceed \$53,631. Subsequent to the Council's approval, components covered under this contract including software and hardware increased, resulting in a revised contract quote of \$80,485. The full Hydra project allocation of \$80,000 and \$485 in cost savings from LAPD's FY15 UASI Leadership in Counterterrorism Conference were modified to cover the increased cost. This modification was approved by the grantor on August 17, 2016.

The purchase and installation of this equipment will enable the system to upgrade its capabilities and allow for the monitoring and documenting of the real-time analysis of LAPD resources and patrol support in incident command along with LAPD notification and communications. Additionally, the Hydra suite conducts training which enhances collaboration, information sharing and investigatory best practices across multi-jurisdictional borders and allows for the system to operate the current version of the Hydra software.

The Mayor's Office requests the authority to modify the existing contracting authority to negotiate and execute a sole-source contract with Critical Simulations, Ltd. to upgrade the City's Hydra simulations systems equipment for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$80,485.

#### *Bomb Squad Trainings*

The LAPD Bomb Squad is one of two accredited and certified Bomb Squads in the Los Angeles/Long Beach Operational Area. The LAPD is constantly training and developing its tactics, techniques, and procedures to meet updated military ordnances and defeat evolving threats. Historically, local bomb squads depended on the military to respond and assist in the event of a bomb threat. Due to the large volume of calls received by the Los Angeles World Airports, Port of Los Angeles, and other agencies, this responsibility now falls on local authorities who receive minimal training in the many facets presented by this hazard.

LAPD was allocated \$96,182 in FY 15 UASI to fund advanced and specialized explosive ordinance training courses, including Custom Analysis of Low Explosive Training, Manual Neutralization Techniques Training, and Explosive Container Entry for Bomb Technician Training. The purpose of these courses is to provide sworn bomb technicians with the ability to identify the ordnance and any potential modifications, as well as best practices for handling explosives and rendering them safe. In the FY15 UASI grant award, LAPD received contract authority for the Custom Analysis of

Low Explosives Training for a contract amount not to exceed \$17,500.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor for Manual Neutralization Techniques training for sworn personnel, for a term of up to 21 months within the grant performance period, for a contract amount not to exceed \$41,582.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor for Explosive Container Entry training for sworn personnel, for a term of up to 21 months within the grant performance period, for a contract amount not to exceed \$37,100.

#### *Off Lead Explosive Detection Training*

The LAPD currently utilizes 18 bomb detection K9 teams that focus on deterring and detecting explosive devices in the City. The teams patrol the City's critical infrastructure and highly populated events and conduct sweeps for dignitary protection and bomb threats. Since techniques, methods and materials to make explosive devices are constantly changing, training for LAPD's K9s and their handlers must evolve to meet demands. Funding in the amount of \$46,837 is allocated in FY15 UASI grant budget for Off Lead Explosive Detection training including \$18,500 for Canine Improvised Explosive Device (IED) Detection training, \$18,733 for Person Borne Detection training, and \$9,604 for Stand-Off Detection training. These courses train the LAPD's Bomb Detection K9 team in awareness, techniques, and methods related to detecting, confronting, and handling various explosive threat incidents.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor for Canine Improvised Explosive Device Detection training for a term up to 21 months within the grant performance period for an amount not to exceed \$18,500.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor for Person Borne Detection training for a term up to 21 months within the grant performance period for an amount not to exceed \$18,733.

The Mayor's Office requests the authority to and execute a contract with a vendor for Stand-Off Detection training for a term up to 21 months within the grant performance period for an amount not to exceed \$9,604.

#### *Cybersecurity Improvement System*

In FY14 UASI, the Information Technology Agency (ITA) received \$16,500 in funding for on-site training on cybersecurity improvement system equipment. Due to available training dates occurring past the FY14 UASI grant performance period, the training will be completed in FY15 UASI instead. The training will be completed by modifying \$16,500 from the Emergency Management Department's (EMD) Alliance catastrophic regional planning project to the LAPD for the cybersecurity improvement system equipment training project. This modification was approved by the grantor on August 17, 2016.

The Mayor's Office requests the authority to modify the FY15 UASI grant budget by reallocating \$16,500 from EMD to LAPD and to conduct the necessary fiscal transfers between appropriations.

## Los Angeles Fire Department

### *Advanced Marine Fire Fighting Training*

The Los Angeles Fire Department (LAFD) was allocated \$76,000 in FY15 UASI to fund Advanced Marine Fire Fighting training for its Marine Operations Division (Marine Ops). LAFD Marine Ops conducts daily patrols of critical infrastructure sites and responds to critical incidents throughout the Port of Los Angeles and surrounding waterways. In order to maintain the number of Firefighters qualified to operate vessels during patrols or emergency response, LAFD personnel must train and successfully complete Boat Operator's Search and Rescue (BOSAR) course. BOSAR sessions are estimated at \$32,000. Upon successful completion of this course, students will be issued a certificate of completion and will be entered into the national database of crew members and/or tactical boat operators accessible by the United States Coast Guard.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor for Boat Operator's Search and Rescue trainings for LAFD personnel, for a term of up to 21 months within the grant performance period for an amount not to exceed \$32,000.

In order to adequately train firefighters on the proper operation of radar systems purchased in FY14 and FY15 UASI, personnel must train and successfully complete Radar Observer Training (ROT). ROT consists of one or more multi-day sessions for a select number of LAFD personnel (ROT Session). Based on market cost projections ROT Sessions are estimated at \$7,000 each. Upon successful completion of this course, students will be issued a U.S. Coast Guard approved Radar Certificate which will establish competency in the operation and utilization of marine radar equipment.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor for Radar Observer Trainings for LAFD boat pilots, up to three classes at approximately \$7,000 each, for a term of up to 21 months within the grant performance period, and for an amount not to exceed \$21,000.

## Los Angeles Mayor's Office

### *Building Healthy Communities Program*

In a previous FY15 UASI grant award report the Mayor's Office requested contracting authority for a vendor to deliver a media outreach campaign in the amount of \$75,000 for a Countering Violent Extremism (CVE) Intervention Program. Since that time, efforts have refocused on a Building Healthy Communities Program. The Building Healthy Communities program is designed to provide primary prevention and early intervention services for youth between the ages of 15 and 25 years. Primary Prevention Youth Services are aimed at building leadership skills and positive alternatives to engage young people. The early intervention component is aimed at mitigating a range of youth vulnerabilities including influence of ideologically motivated propaganda that promotes violent acts as a mean to achieve gains. In order to provide these services, funds in the amount of \$20,000 will be modified from the media outreach campaign program. This modification is pending grantor approval.



The Mayor's Office requests the authority to modify the FY15 UASI grant budget by reallocating funds as indicated above and to negotiate and execute a contract with a vendor to provide primary prevention and intervention services in connection with the Building Healthy Communities Program, for a term of up to eight months within the grant performance period and for a contract amount not to exceed \$20,000.

The Mayor's Office requests the authority to modify the existing contract authority to deliver a media outreach campaign, for a term of up to 21 months within the grant performance period and for a contract amount not to exceed \$55,000.

#### *Cyberterrorism Awareness Training*

In FY15 UASI, the EMD received Council authority to negotiate and execute a contract with a vendor to design an online training program for City Employees on cyberterrorism awareness for an amount not to exceed \$50,000. Simultaneously, the Mayor's Office and the Information Technology Agency (ITA) began to develop a similar City-wide training. The EMD, Mayor's Office, and ITA agreed to collaborate and invest in the development of a single, more robust training program. FY15 UASI funds in the amount \$50,000 will now be utilized for the purchase of software licenses to design an online cyberterrorism awareness training program lead by the Mayor's Office. This modification was approved by the grantor on August 17, 2016.

The Mayor's Office requests the authority to modify the FY15 UASI grant budget by reallocating \$50,000 from the EMD to the Mayor's Office, and to conduct the necessary fiscal transfers between appropriations.

#### *Management & Administration*

The federal grant guidelines allow up to five percent of the UASI grant award for salary and fringe benefit costs for grant and financial management staff. As the administrator and fiscal agent of the UASI grant, the Mayor's Office funds grant and financial staff with the allowable five percent of management and administration funds. The Mayor's Office requests to appropriate funds for the grant and financial management staff salaries and fringe benefit costs for a total amount of \$300,000.

The Mayor's Office requests the authority to modify the FY15 UASI grant budget by reallocating funds as indicated above and to conduct the necessary transfer between appropriations.

### **FISCAL IMPACT STATEMENT**

There is no General Fund impact as a result of these actions. Approval of the recommendations within the report will allow for the continued expenditure of the Fiscal Year 2015 Urban Areas Security Initiative (FY 15 UASI) grant. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities.