

REPORT FROM

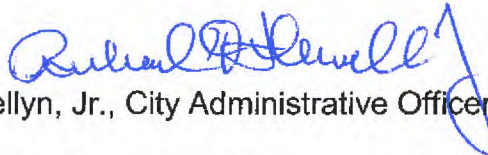
OFFICE OF THE CITY ADMINISTRATIVE OFFICER

---

Date: May 24, 2018

CAO File No. 0220-03695-0234  
Council File No. 15-0749-S1  
Council District: All

To: The Mayor  
The Council



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

Reference: Transmittal from the Mayor dated February 9, 2018; referred for report February 14, 2018

Subject: **FISCAL YEAR 2016 STATE HOMELAND SECURITY PROGRAM  
GRANT - CONTRACTING AUTHORITIES AND BUDGET MODIFICATIONS**

---

**RECOMMENDATIONS**

That the Council:

1. Authorize the Mayor, or his designee, to negotiate a contract with a vendor to conduct one Incident Leadership and one At the Point of the Spear training for a term up to 18 months within the grant performance period and for an amount not to exceed \$26,999 per session, subject to the approval of the City Attorney as to form;
2. Authorize the Controller to:
  - a. Transfer appropriations and create new appropriation account within Fund No. 58X, Department 46 as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46P138	LAFD	\$53,998

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46P938	LAFD Grant Allocation	\$53,998

- b. Transfer appropriations in the amount of \$53,998, within the FY16 SHSP Grant Fund 58X on an as-needed basis to reimburse the Los Angeles Fire Department (LAFD) for grant-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46P938	LAFD Grant Allocation	\$53,998

TRANSFER TO:

<u>Fund/Dept No.</u>	<u>Account No.</u>	<u>Account Title</u>	<u>Amount</u>
100/38	003040	Contractual Services	\$53,998

3. Authorize the Controller to transfer cash from Fund 58X, Department 46, to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from the Fire Department; and,
4. Authorize the Mayor, or designee, to prepare Controller instructions for any 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 modify the Fiscal Year 2016 State Homeland Security Program (FY16 SHSP) grant award from the United States Department of Homeland Security (DHS). On November 3, 2017, the Council authorized the Mayor's Office to accept the FY16 SHSP award of \$528,199 with a grant performance period from September 1, 2016 through March 31, 2019. There is no matching fund requirement for this grant.

The FY16 SHSP provides funding for planning, equipment, training, exercises and grant administration for emergency prevention, preparedness, and response. The grant is allocated to the states and distributed to Operational Areas based on population to support first responders. The grant is provided by DHS to the California Governor's Office of Emergency Services (Cal OES), who in turn allocates the funds to the County of Los Angeles as a sub-grantee. The County of Los Angeles administers the grant for the area and the City of Los Angeles is a sub-recipient. The City's FY16 SHSP allocation will fund training projects within the Los Angeles Emergency Management Department (EMD), Los Angeles Fire Department (LAFD), and Los Angeles Police Department (LAPD).

Los Angeles Fire Department

The LAFD received an allocation of \$190,000 in FY16 SHSP in order to provide various trainings that will enhance emergency response leadership capabilities among its members. In order to expand upon trainings that are currently available, LAFD will add training sessions including "Incident Leadership" and "At the Point of the Spear" to the courses funded through FY16 SHSP. Each course consists of one five-day session for a select number of LAFD Chiefs and Captains. Each training session is estimated to cost \$26,999 per session, for a total contract amount of \$53,998. The remaining balance of \$136,002 will be used to fund overtime and backfill expenses for LAPD personnel enrolled in the training sessions.

The Mayor's Office requests the authority to negotiate and execute a contract with a vendor to conduct one "Incident Leadership" and one "At the Point of the Spear" training session for LAFD members, for a term of up to 18 months within the grant performance period and for an amount not to exceed \$26,999 per session. Authority is also requested to conduct the necessary fiscal transfers as indicated above.

### **FISCAL IMPACT STATEMENT**

There is no impact to the General Fund. Approval of the recommendations within the report will allow for the continued expenditure of the Fiscal Year 2016 State Homeland Security Program grant. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support grant activities.

*RHL:MFC:04180135*