



ERIC GARCETTI  
MAYOR

July 11, 2019

Honorable Members of the City Council  
C/o City Clerk  
Room 395, City Hall

Re: Fiscal Year 2016 State Homeland Security Program Grant Acceptance,  
Contracting and Fiscal Authorities (Council File No. 15-0749-S1)

Dear Honorable Members:

Transmitted herewith for City Council consideration are proposed budget modifications, contracting and fiscal authorities related to the Fiscal Year 2016 State Homeland Security Program (FY16 SHSP) grant award. On November 3, 2017, the City Council accepted the FY16 SHSP grant in the amount of \$528,199 with a grant performance period from September 1, 2016 to March 31, 2019 (Council File No. 15-0749-S1). In January 2019 the City of Los Angeles ("City") received an additional allocation of \$14,000, increasing the City's FY16 SHSP grant award amount to \$542,199, with the same grant performance period.

### **Summary**

The State Homeland Security Program provides funding for planning, equipment, training, exercises and grant administration for emergency prevention, preparedness and response. This grant is funded by the U.S. Department of Homeland Security and distributed to the States. In this case, the California Governor's Office of Emergency Services (Cal OES) was awarded a grant allocation, which will be used to provide program funding to Operational Areas within the state based on population and designated for the benefit of all first responders in the area. The County of Los Angeles subsequently administers the grant funding and distributes it among regional recipients, including the City. There is no match requirement associated with this grant.

The City was originally awarded \$528,199 to support projects that benefit the Los Angeles Emergency Management Department (EMD), Fire Department (LAFD), and Police Department (LAPD). In January 2019, the City received an additional \$14,000 to support EMD's Active Shooter Training Program increasing the City's FY16 SHSP grant award amount to \$542,199.

Emergency Management Department – Active Shooter Training Program

The EMD originally received \$138,199 in grant funding to hire a contractor to develop a professionally designed branding and marketing campaign to promote the Active Shooter Training Program for Los Angeles (LA) Regional Area participants. These funds further develop the City's ability to provide training and focus on creating support material to reinforce the program message by designing and assembling Ready-to-Go Run Hide Fight training equipment kits and development of exercise material which can be used for practical applications in skill advancement. Through the City's procurement process, Constant Associates was selected to provide this service.

Along with the additional \$14,000 allocation, LAFD identified cost savings in the amount of \$5,691 from its All Hazards Incident Management Team Training project's overtime and backfill allocation and \$2 from the project's contractual services allocation. As a result, these cost savings were also modified to increase EMD's Active Shooter Training Program.

The additional allocation of funds, as noted in this transmittal was approved by the Grantor on January 28, 2019. All modification of funds between allocations, as noted in this transmittal were approved by the Grantor on March 29, 2019.

Authority is now being requested to accept the additional grant funds, execute a contract amendment with the County of Los Angeles, execute a contract amendment with Constant Associates as it relates to the Active Shooter Training Program, modify the grant budget as noted above and to increase the necessary appropriations.

**Recommendations**

It is therefore requested that the Council:

1. **AUTHORIZE** the Mayor, or designee, to:
  - a. Accept, on behalf of the City, the Fiscal Year 2016 State Homeland Security Program (FY16 SHSP) additional allocation of \$14,000, for a new total amount of \$542,199 for a grant performance period of September 1, 2016 to March 31, 2019 to fund an increase to the approved Los Angeles Emergency Management Department's project as outlined above;

- b. Negotiate and execute a contract amendment with the County of Los Angeles for a term between September 1, 2016 to March 31, 2019 for receipt of FY16 SHSP grant funds in the new total amount of \$542,199, consistent with the approved grant budget and in accordance with the agreement attached to this transmittal, subject to the approval of the City Attorney as to form;
- c. Negotiate and execute a contract amendment with Constant Associates for an additional amount of \$24,586 to develop a professionally designed branding and marketing campaign to promote the Active Shooter Training Program for LA Regional Area participants for a term of up to 18 months within the grant performance period, and for an amount not to exceed a new total of \$162,785, subject to the approval of the City Attorney as to form; and
- d. **Submit** to the grantor on behalf of the City, requests for drawdown of funds for payment or reimbursements of City funds expended for approved grant purposes.

2. **AUTHORIZE** the Controller to:

- a. Increase receivable within Fund 58X in the amount of \$14,000 for the FY16 SHSP Grant;
- b. Expend and receive funds upon presentation of documentation and proper demand by the Mayor's Office of Public Safety to reimburse City departments;
- c. Increase and appropriate funds within Fund 58X, Department 46 as follows:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46S392	EMD	\$14,000

- d. Transfer appropriations within Fund 58X/46, SHSP 16 (Council File No 15-0749-S1) as follows:

TRANSFER FROM:			
<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46R138	LAFD	\$5,693
Total			\$5,693

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46S392	EMD	<u>\$5,693</u>
		Total	\$5,693

- e. Transfer appropriations in the amount of \$19,693 within the FY16 SHSP Grant Fund 58X on an as needed basis to reimburse for grant related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
58X/46	46S392	EMD	<u>\$19,693</u>
		Total	\$19,693

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
392/34	343040	Contractual Services	<u>\$19,693</u>
		Total	\$19,693

3. **AUTHORIZE** the Controller to transfer cash from Fund 58X/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from City Departments; and
4. **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.

Sincerely,



ERIC GARCETTI  
Mayor

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