

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: June 8, 2018

CAO File No. 0220-03695-0236

Council File No. 16-0777

Council District: All

To: The Mayor  
The Council

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

Reference: Transmittal from the Mayor dated June 5, 2018; referred for report on June 6, 2018

Subject: **FISCAL YEAR 2016 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. 16-0777) for Fiscal Year 2016 (FY16) Urban Areas Security Initiative (UASI) grant by reallocating funds between projects as described within this report;
- b. Negotiate and execute a contract with a vendor to create and deliver a Strategic Plan, for a term of up to 12 months within the grant performance period and for a contract amount not to exceed \$55,000, subject to the approval of the City Attorney as to form;
- c. Negotiate and execute a sole-source contract with the California Specialized Training Institute to conduct up to two sessions of Essential Emergency Management Concepts at \$52,000 per session; one Disaster Mitigation course (G 393), at \$13,000 per session; one Disaster Recovery course (G 205), at \$15,000 per session; and one Basic Public Information Officer (PIO) course (G 290), at \$37,000 per session, for a term of up to 12 months within the grant performance period, and for a total contract amount not to exceed \$169,000, subject to the approval of the City Attorney as to form;
- d. Negotiate and execute a contract with a vendor to conduct In Extremis Special Event Improvised Explosive Device (C-IED) training, for a term of up to 12 months within the grant performance period, and for a contract amount not to exceed \$100,000, subject to the approval of the City Attorney as to form;
- e. Negotiate and execute a contract with a AECOM Technical Services, Inc. for a term of up to 12 months within the grant performance period, and for a contract amount not to exceed \$40,000, subject to the approval of the City Attorney as to form;

- f. Negotiate and execute a contract amendment with the County of Los Angeles to decrease its total contract amount by \$10,000, from the previously authorized amount of \$13,630,294, to a new contract amount of \$13,620,294, subject to the approval of the City Attorney as to form;
- g. Negotiate and execute a contract amendment with the City of Santa Monica to decrease its total contract amount by \$39,165, from the previously authorized amount of \$749,289, to a new contract amount of \$710,124, subject to the approval of the City Attorney as to form;
- h. Negotiate and execute a contract amendment with the City of Vernon to decrease its total contract amount by \$99,960, from the previously authorized amount of \$174,955, to a new contract amount of \$74,995, subject to the approval of the City Attorney as to form;
- i. Negotiate and execute a contract with the City of El Segundo for a term not to exceed the performance period of the grant, for a total contract amount of \$139,125, subject to the approval of the City Attorney as to form; and,
- j. Negotiate and execute a contract amendment with the City of Beverly Hills to decrease its total contract amount by \$150,000, from the previously authorized amount of \$307,400, to a new contract amount of \$157,400, subject to the approval of the City Attorney as to form.

2. Authorize the Controller to:

- a. Transfer appropriations and create new appropriation accounts within Fund 59E, FY16 UASI, as follows:

Transfer from:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
59E/46	46N950	Los Angeles/Long Beach Region	\$2,854
59E/46	46N938	LAFD Grant Allocation	34,690
59E/46	46N668	Partner Jurisdictions	185,673
59E/46	46P138	LAFD	<u>20,000</u>
<b>Total:</b>			<b>\$243,217</b>

Transfer to:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
59E/46	46N940	GSD Grant Allocation	\$28,422
59E/46	46P932	ITA Grant Allocation	13,376
59E/46	46P146	Mayor	184,795
59E/46	46N970	LAPD Grant Allocation	647
59E/46	46N946	Grant Management & Administration	<u>15,977</u>
<b>Total:</b>			<b>\$243,217</b>

- b. Transfer appropriations within Fund 59E, to the General Fund for reimbursements as follows:

Transfer from:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
59E/46	46N940	GSD Grant Allocation	\$25,568
59E/46	46P932	ITA Grant Allocation	13,376
59E/46	46N938	LAFD Grant Allocation	<u>25,673</u>
<b>Total:</b>			<b>\$64,617</b>

Transfer to:

<u>Fund/Dept</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
100/40	001090	Overtime General	\$18,368
100/40	003090	Small Parts Fund	7,200
100/32	006010	Office and Administrative	13,376
100/38	001090	Overtime General	<u>25,673</u>
<b>Total:</b>			<b>\$64,617</b>

- c. Transfer cash from Fund 59E, 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,
3. 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 2016 Urban Areas Security Initiative (FY16 UASI) grant (C.F. 16-0777). The Mayor's Office also requests contracting authority and budget modifications as part of the FY16 UASI grant program. On March 21, 2017 the Council authorized the Mayor's Office to accept the FY16 UASI grant in the amount of \$54,888,000 with a grant performance period of September 1, 2016 through May 31, 2019. No matching funds are required.

### Los Angeles Emergency Management Department

#### *Strategic Plan*

In FY16 UASI, the Los Angeles Emergency Management Department (EMD) received an allocation of \$55,000 to procure trailers for durable medical goods and to complete the translation of emergency preparedness publications. EMD requests the authority to modify these funds to fund the development of a new Strategic Plan (Plan) that will clearly delineate a vision and plan of action that will guide the City of Los Angeles' emergency preparedness efforts. A vendor will be selected to work with EMD staff to redefine EMD's vision and mission as it relates to all-hazards emergency preparedness. The Plan will introduce core values, establish direction, outline strategies to attain goals and objectives, analyze EMD in relation to other major cities, and set a clear path for the

management of daily activities for the Department. The existing Plan for EMD was developed in 2015 and expires this year. A need exists for a vendor to research, evaluate, analyze and revise the current Strategic Plan to fit the needs of the Department and the Urban Area. This modification was approved by the grantor on April 13, 2018.

Accordingly, the Mayor's Office requests the authority to negotiate and execute a contract with a vendor to create and deliver a Los Angeles Emergency Management Department Strategic Plan, for a term of up to 12 months within the grant performance period, and for an amount not to exceed \$55,000.

#### *Emergency Operations Center (EOC) Credentialing Program*

In FY 16 UASI, EMD and the Los Angeles Fire Department (LAFD) received a total allocation of \$169,000 for Emergency Operations Center (EOC) Credentialing Program courses for their respective departments and regional partners located throughout the Los Angeles/Long Beach Urban Area. The state-level certified courses offered by the California Specialized Training Institute (CSTI) includes two sessions of Essential Emergency Management Concepts; one for EMD and one for LAFD at an estimated cost of \$52,000 per session. In addition, one Disaster Mitigation course at \$13,000 per session; one Disaster Recovery Course at \$15,000 per session; and one Basic Public Information Officer (PIO) course at \$37,000 per session. These courses are intended to provide credentialing to responders to promote effective and efficient personnel resource management and to enhance the professionalism and capability of first responders.

The Mayor's Office requests the authority to negotiate and execute a sole-source contract with CSTI to conduct up to two sessions of Essential Emergency Management Concepts at \$52,000 per session, one Disaster Mitigation course (G393), at \$13,000 per session; one Disaster Recovery Course (G205), at \$15,000 per session; and one Basic Public Information Officer (PIO) course (G290), at \$37,000 per session for a term of up to 12 months within the grant performance period, and for a total contract amount not to exceed \$169,000.

#### General Services Department

##### *Emergency Generators*

In FY16 UASI, the General Services Department (GSD) received an allocation of \$68,000 for the purchase of Asset Tracking and Monitoring Management (ATMM) devices. These devices track and monitor the fuel level, usage, and engine and electrical system condition for UASI-funded generators. It is anticipated that funding in the amount of \$70,854 is necessary to complete the purchase of the ATMM devices. The Mayor's Office requests to modify funding in the amount of \$2,854 from the Los Angeles/Long Beach Region's regional generator maintenance and sustainment budget of \$150,000 for the purchase of the ATMM devices. This modification was approved by the grantor on April 13, 2018.

The Mayor's Office requests the authority to modify the FY16 UASI grant budget, and to conduct the necessary fiscal transfers as noted above.

Los Angeles Police Department

*Explosive Ordnance Disposal Technician Training*

In FY16 UASI, the Los Angeles Police Department (LAPD) received contracting authority for the In-Extremis Special Event Improvised Explosive Device (C-IED) course for a contract amount not to exceed \$55,956. This course provides training to bomb technicians on rendering safe an Improvised Explosive Device (IED) during an extremis situation including skills to conduct a rapid threat assessment, hand entry, and neutralization of an IED. The LAPD determined that this allocation is insufficient to implement an effective training course and will be reallocating \$44,044 from its Alarm Bypass course to increase the available funding for the In-Extremis Special Event C-IED course allocation to a total amount of \$100,000. This modification was approved by the grantor on February 7, 2018.

The Mayor's Office requests the authority to modify the existing contracting authority, to negotiate and execute a contract with a vendor for In-Extremis Special Event (C-IED) training for sworn personnel, for a term of up to 12 months within the grant performance period, and for a contract amount not to exceed \$100,000.

Los Angeles Fire Department

*Flexcomm™ RT 7000 Helicopter Radio Installation*

The Los Angeles Fire Department (LAFD) Air Operations Section currently operates and maintains a fleet of three Augusta Westland (AW139) helicopters that augment the Department's capacity to mitigate fire and life-safety hazards within the region. In a 2015 gap analysis of the voice radio equipment utilized on LAFD aircraft, it was found that several aircraft in the fleet are in need of significant communication systems upgrades, requiring replacement of radio equipment in order to provide operational consistency in each aircraft and complete communication interoperability within the Los Angeles region.

In FY16 UASI, funding in the amount of \$486,190 was allocated to the LAFD in order to purchase necessary equipment for helicopters "FIRE 2", "FIRE 3", and "FIRE 5", as well as for costs associated with the equipment installation. Of that allocation, funding in the amount of \$25,568 will be allocated to GSD in order to complete the installation work on the helicopters as described above. The cost of the GSD installation includes \$18,368 for Overtime labor and \$7,200 for small parts and consumables.

The Mayor's Office requests the authority to conduct the necessary fiscal transfers between appropriations as noted above.

Information Technology Agency

*Cybersecurity Online Training*

In the FY 16 UASI, funding in the amount of \$13,376 was allocated to the Mayor's Office to purchase cyber-terrorism online awareness training software licenses; however, it has been



determined that the City of Los Angeles Information Technology Agency (ITA) will be purchasing the licenses rather than the Mayor's Office.

The Mayor's Office requests the authority to conduct the necessary fiscal transfers between appropriations as noted above.

### Mayor's Office

#### *Environmental Consultant*

The National Environmental Policy Act (NEPA) requires Federal agencies to conduct an environmental impact analysis before instituting programs with potential environmental effects. Federal regulations require Federal agencies to conduct a factual investigation and an evaluation of alternatives, known as Programmatic Environmental Assessment (PEA), as part of an environmental impact analysis. The Federal Emergency Management Agency (FEMA) utilizes the PEA, and on occasion Supplemental Environmental Assessments (SEA), as a framework to ensure NEPA compliance.

The Los Angeles Regional Interoperable Communications System (LA-RICS) is a collaborative effort of law enforcement, fire service, and health service professionals with elected and appointed officials whose mission is to implement a regional interoperable radio communications system. As part of the LA-RICS Land Mobile Radio (LMR) project, the LA-RICS Joint Powers Authority (JPA) is working with FEMA to complete a SEA in support of the LA-RICS LMR project. The LMR project contemplates the construction of communication towers at various sites within the Los Angeles Region. The SEA and Supplemental Decisions are required for each type of LMR tower site to be constructed.

In FY 14 UASI, the Mayor's Office entered into a contract with an environmental consultant, AECOM Technical Services, Inc. (AECOM), to review materials received from the LA-RICS JPA and FEMA in support of the SEA for the LMR project for compliance with NEPA. Due to the 15 LMR project sites pending FEMA's compliance process, the Mayor's Office requested to enter into a Fiscal Year 2013 (FY13) UASI contract with AECOM in the amount of \$50,000 to complete the review; however, it was determined that the review could not be completed within the FY13 UASI performance period. The Mayor's Office is requesting to enter into a FY16 UASI contract with AECOM in the amount of \$40,000 to complete the remaining environmental compliance activities. Funding in the amount of \$40,000 will be modified from the Los Angeles City LMR equipment allocation which was exchanged into FY13 UASI in order to close out the FY13 UASI grant. This modification is pending grantor approval.

The Mayor's Office requests to modify the FY16 UASI grant budget by reallocating funds as indicated above. Authority is also requested to negotiate and execute a contract with AECOM Technical Services, Inc. for a term of up to 12 months within the grant performance period, and for an amount not to exceed \$40,000.

### *Critical Incident Application*

The Crisis Response Team (CRT) within the Mayor's Office is a comprised of volunteers responsible for assisting the LAPD and the LAFD in all-hazards, crisis situations. CRT deployments are managed through the LAFD's Critical Incident Application (CIA) technology to roster and deploy the volunteer workforce. In order to reduce attrition, increase participation, membership, and to continue providing essential ancillary services to the residents and visitors of the City of Los Angeles, the LAFD is reconfiguring the design of the CIA to meet the needs of the CRT program. Funding in the amount of \$25,673 is required for this redesign. The Mayor's Office requests to modify these funds from the Los Angeles County Fire Department Alliance planning project to the LAFD. Due to unspent funds within Fiscal Year 2015 (FY15) UASI grant award, the Alliance project was completed in a prior grant year, leaving available funding within the FY16 grant award. This modification is pending grantor approval.

The Mayor's Office requests the authority to modify the FY16 grant budget by reallocating funds as indicated above and to conduct the necessary fiscal transfers between appropriations.

### *Building Healthy Communities*

In the FY16 UASI grant award, funding was allocated to the LAFD for the Computer-Aided Dispatch (CAD-to-CAD) project. Due to project implementation challenges, the CAD-to-CAD funding in the amount of \$438,682 was utilized to fund other regional projects.

On November 22, 2017, the Council approved \$154,695 to fund a program director for the continuation of the LA Cyber Lab Project (C.F. 15-0734) that was originally funded in the FY15 UASI grant award. On February 20, 2018, the Council approved the reallocation of \$99,192 to the Mayor's Office cybersecurity program (C.F. 16-0777). The Mayor's Office now requests to reallocate the balance of \$184,795 to continue to fund a program director for the Building Healthy Communities program. This project was originally funded in the FY15 UASI grant award, (C.F. 15-0734), and is continuing its efforts to build a comprehensive community-led prevention program to increase societal protective factors, build resilience, and decrease hate, bias, and extremism leading to violence throughout the Los Angeles region. The efforts are founded in the framework of violence prevention through access to sustainable and culturally-appropriate social services to meet the needs of individuals and families. This modification was approved by the grantor on February 7, 2018.

The Mayor's Office requests the authority to modify the FY16 UASI grant budget by reallocating funds as indicated above and to conduct the necessary fiscal transfers between appropriations.

### *2018 Leadership in Counter Terrorism Conference*

In April 2018, the LAPD supported the attendance of regional partners to the Leadership in Counter Terrorism Conference, including members from the Mayor's Office of Public Safety. Due to increased cost of the conference attendance from the projected budget, the Mayor's Office requests the authority to increase the LAPD project allocation by \$647 from the Mayor's Office Management and Administration allocation to pay for the increased cost of the conference.

The Mayor's Office requests the authority to modify the FY16 UASI grant budget by reallocating funds as indicated above and to conduct the necessary fiscal transfer between appropriations.

#### *2018 National Homeland Security Conference*

On an annual basis, the Mayor's Office supports the attendance of regional UASI partners to the National Homeland Security Conference. This year's conference in New York City, is also supported with cost savings from the LAFD (\$20,000) and the Los Angeles County Sheriff's Department (\$10,000). These funds are being modified to the Mayor's Office Management and Administration to issue payment for registration and traveler's fees. This modification was approved by the grantor in May 2, 2018.

The Mayor's Office requests the authority to modify the FY16 UASI grant budget, to conduct the necessary transfers between appropriations, and to decrease the FY16 UASI Los Angeles County Subrecipient Agreement by \$10,000, as noted above.

#### Partner Jurisdictions

##### *Regional Training Group Intelligence Officer*

In the FY15 UASI grant award, the City of El Segundo received funding for a Regional Training Group (RTG) Intelligence Officer. This position assisted with, supported and developed the training and response readiness of Los Angeles Area fire agencies for incidents of national significance. In order to continue this position through the FY16 UASI, the City of Santa Monica has modified \$39,165 in identified cost savings from its Hazardous Materials Equipment and the City of Vernon has modified \$99,960 from its Hazardous Materials and Urban Search and Rescue training projects. The City of Santa Monica modification was approved by the grantor on February 7, 2018; the City of Vernon modification is pending grantor approval.

The Mayor's Office requests the authority to modify the FY16 UASI grant budget, to conduct the necessary fiscal transfers as noted above, and to negotiate and execute contract amendments with the subrecipients, as noted above.

##### *Smart Classroom Project*

The City of Beverly Hills has modified a cost savings of \$150,000 from its Smart Classroom Project to the LAFD to fund Hazardous Materials (HazMat) detection and response equipment. This modification was approved by the grantor on April 13, 2018.

The Mayor's Office requests the authority to modify the FY16 UASI grant budget, to conduct the necessary fiscal transfers as noted above, and to decrease the FY16 UASI City of Beverly Hills Subrecipient Agreement by \$150,000.

#### **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 2016 Urban Areas



Security Initiative (FY16 UASI) grant. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support grant activities.

*RHL:MFC:041800142*