

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

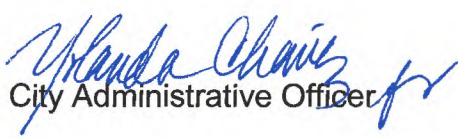
Date: February 19, 2019

CAO File No. 0220-00540-1337

Council File No. 19-0087

Council District: Citywide

To: The Mayor
The Council

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

Reference: Housing and Community Investment Department transmittal dated January 23, 2019; Received by the City Administrative Officer on January 29, 2019; Additional Information Received through February 13, 2019

Subject: **REQUEST FOR AUTHORITY TO UTILIZE THE U.S. CONFERENCE OF MAYORS LEAD-SAFE... FOR KIDS' SAKE GRANT FUNDS TO ENHANCE THE LEAD HAZARD REMEDIATION PROGRAM**

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Authorize the General Manager of the Los Angeles Housing and Community Investment Department (HCID), or designee, to utilize up to \$56,830.40 of the U.S. Conference of Mayors Lead-Safe... for Kids' Sake Grant funds as follows: a) to release a Lead Technical Services Request for Proposals, previously approved as part of the Program Year 44 Consolidated Plan, to seek providers to train and certify HCID program staff and contractors in the State of California and the Environmental Protection Agency (EPA) lead-based paint work practice requirements (\$50,000); and b) to purchase hand-held tablets and accessories for Lead Hazard Remediation Program field staff to track lead-based paint hazards (\$6,830.40);
2. Instruct HCID to report back to the Mayor and Council on the results of the proposal evaluation and request authority to negotiate and execute contracts with the selected contractor(s); and,
3. Authorize the Controller to expend funds in an amount not to exceed \$56,830.40 within Fund 49N LAHD Small Grant Funds and Awards, Account 43H624 DuPont Lead Safe, upon proper written demand of the General Manager, or designee.

SUMMARY

The Housing and Community Investment Department (HCID) requests authority to utilize up to \$98,524.50 of U.S. Conference of Mayors Lead-Safe... for Kids' Sake Grant (Grant) funds to

enhance the Lead Hazard Remediation Program as follows: a) to fund the release of a Lead Technical Services Request for Proposals (RFP), previously approved as part of the Program Year 44 Consolidated Plan, to seek providers to train and certify HCID program staff and contractors in the State of California and the Environmental Protection Agency (EPA) lead-based paint work practice requirements; b) to purchase three Microsoft Surface Pros hand-held tablets and accessories for Lead Hazard Remediation Program (LHRP) field staff, which consists of one Rehabilitation Construction Specialist II, one Rehabilitation Project Coordinator II, and one Project Assistant; and, c) to fund the software development of a platform that synchronizes with the tablet devices. The HCID reports that approval of the proposed grant-funded activities will enhance the LHRP by addressing the reduction in the number of lead-certified workers and also expediting the lead remediation process.

The balance of the Grant is currently \$98,524.50. If the recommendations outlined in this report are approved, there will be a Grant balance of \$41,694.10. It should be noted that the Controller instruction in this report differs from the Controller instruction in HCID's transmittal dated January 23, 2019 (Report). Subsequent to the release of their Report, the HCID confirmed that the cost of the hand-held tablets and accessories will total \$6,830.40 and not \$10,500. Additionally, the HCID has determined that the software development mentioned in the Report would best be accomplished by a contract programmer. The HCID will prepare a transmittal under a separate cover requesting authority to execute a third amendment to an existing contract using the remaining Grant balance of \$41,694.10.

Pursuant to Charter Section 1022, the Personnel Department determined that City employees do not have the employee classifications with the necessary qualifications to perform the lead technical services. This Office concurs with HCID's recommendations, as amended.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The recommendations in this report are in compliance with the City Financial Policies in that funding is available within the identified funds.

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