

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: December 4, 2013

CAO File No. 0220-03695-0157

Council File No. 12-0930

Council District: All

To: The Mayor  
The Council

From: Miguel A. Santana, City Administrative Officer



Reference: Transmittal from the Mayor dated November 14, 2013; referred for report  
November 18, 2013

Subject: **FISCAL YEAR 2012 URBAN AREAS SECURITY INITIATIVE GRANT  
CONTRACTING AUTHORITIES AND BUDGET MODIFICATIONS**

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### SUMMARY

The Mayor's Office of Homeland Security and Public Safety (Mayor's Office) requests authority to modify the United States Department of Homeland Security Fiscal Year 2012 Urban Areas Security Initiative (FY12 UASI) grant. The Mayor's Office also requests authority to negotiate and execute contracts as part of the FY12 UASI grant. On December 12, 2012, the Council authorized the Mayor's Office to accept the FY12 UASI grant in the amount of \$50,654,524 for a grant performance period of October 12, 2012 to May 31, 2014 (C.F. 12-0930). No matching funds are required.

#### Emergency Management Department

The FY12 UASI provided \$891,280 for the development of Mass Evacuation, Mass Care and Shelter, Reception, Recovery and Mass Fatality guides, templates, and jurisdiction-specific plans, of which \$80,000 was provided to the Los Angeles County Office of Emergency Management. Since then, the Los Angeles County has returned the funds. The Mayor's Office requests to reallocate the funds to the Emergency Management Department (EMD) to purchase door hangers and Functional Needs Support Services Caches. Funding in the amount of \$30,000 will be provided to print door hangers to be distributed to the public. The door hangers can be used to signal emergency responders whether or not assistance is needed. The remaining \$50,000 will be used to purchase five caches for mobility support, which includes equipment such as wheelchairs, walkers and canes. This reallocation will increase the EMD's FY12 UASI allocation by \$80,000 from \$990,280 to \$1,070,280. The Mayor's Office also requests authority to execute a contract amendment with the County of Los Angeles to decrease the FY12 UASI grant allocation by \$80,000.

The Mayor's Office also requests authority to reallocate \$79,000 from an existing EMD project, the Type 3 All-Hazards Incident Management Team Training, to fund the development of Volunteer Just in Time Training (also referred to as Convergent Volunteer Training). This training prepares volunteers to provide assistance and operational support during a major emergency or disaster. A vendor will be selected to determine duties appropriate for volunteers and will develop training for the volunteers. Funding in the amount of \$90,000 was originally allocated for the Type 3 All-Hazards Incident Management Team Training. \$79,000 will be reallocated to the Volunteer Just in Time Training and the remaining \$11,000 will be provided for an existing EMD project, Durable Medical Cache Shelter supplies. The funds are available to be reallocated from the Type 3 All-Hazards Incident Management Team Training since the County of Los Angeles conducted similar training during the same time period. As such, the trainings were conducted by the County of Los Angeles instead of EMD. The Mayor's Office also requests authority to negotiate and execute a contract with a vendor to develop Volunteer Just in Time Training materials for a contract amount of \$79,000 and a performance period of up to six months.

Further, the Mayor's Office requests authority to reallocate a total of \$105,500 from an existing EMD project, the Enhanced Incident Management Unified Command Training Course. \$96,000 of the funds will be reallocated to develop and conduct up to six classes of an Incident Management/Unified Command Training Course. The training team will facilitate discussions on Incident Command System (ICS) fundamentals specific to planning and managing resources. The Mayor's Office requests authority to negotiate and execute a contract with a vendor to develop and conduct up to six classes, at a cost of \$16,000 each, of an Incident Management/Unified Command Training Course for a total contract amount of \$96,000 and a performance period of up to six months. The remaining \$9,500 will be reallocated to purchase classroom training equipment such as computers, screens, projectors and microphones. FY13 UASI funds will be used to purchase the majority of the equipment. The funds are available to be reallocated from the Enhanced Incident Management/Unified Command Training Course because funding for these trainings was also provided in the FY11 UASI grant program.

#### Los Angeles Police Department

Funding in the amount of \$150,287 will be reallocated from the Los Angeles Police Department's Regional Video Command Center (RVCC) project to support additional Automated License Plate Recognition (ALPR) equipment and Palantir licenses. The RVCC project was originally allocated \$1,350,287 and the ALPR project was allocated \$572,550 in FY12 UASI funds. In August 2013, \$1,200,000 was reallocated from the RVCC project to the ALPR project, which left \$150,287 in FY12 UASI funds for the RVCC project and increased the allocation for the ALPR project to \$1,772,550. The Mayor's Office is now reporting that the remaining FY12 UASI funds in the amount of \$150,287 for the RVCC project will be reallocated to the ALPR project so that there will be no FY12 UASI funds allocated for the RVCC project and the ALPR project will receive a total allocation of \$1,922,837. The RVCC project will be funded through the FY11 UASI grant program, therefore there will be no gap in the RVCC project as a result of this reallocation.

### Mayor's Office

Funding in the amount of \$359,000 in FY12 UASI funds was provided to the Los Angeles County Department of Public Health for a Public Health Warehouse. The Mayor's Office requests authority to reallocate \$350,000 in FY12 UASI funds from the Los Angeles County Department of Public Health to the Mayor's Office to fund regional emergency power generators. Since the Mayor's Office serves as the grant manager for the LALB UASI region, the Mayor's Office will be the lead in purchasing the emergency power generators for the region. The Mayor's Office has identified critical infrastructure sites in need of emergency power generators and will be purchasing ten power generators. The remaining \$9,000 was reallocated to the Los Angeles County Department of Health Services for equipment purchases. The Los Angeles County Department of Public Health returned the funds for the Public Health Warehouse because they were not able to obtain the necessary approvals in time to execute a year lease within the existing grant performance period. The Mayor's Office also requests authority to execute a contract amendment with the County of Los Angeles to decrease the FY12 UASI grant allocation by \$350,000.

### **RECOMMENDATIONS**

That the Council:

1. Authorize the Mayor, or designee, to:
  - a. Modify the existing grant budget (Council File No. 12-0930) for the FY12 UASI grant by reallocating funds between projects as described within this report;
  - b. Negotiate and execute a contract amendment with the County of Los Angeles to decrease their total contract amount by \$430,000 for a total contract amount of \$11,338,242, subject to the approval of the City Attorney as to form and legality;
  - c. Negotiate and execute on behalf of the City, a contract for the development of Volunteer Just in Time training materials, for an amount of \$79,000, and for a term not to exceed six months, subject to the approval of the City Attorney as to form and legality;
  - d. Negotiate and execute, on behalf of the City, a contract with a vendor to develop and conduct up to six courses of an Incident Management/Unified Command Course, for a term up to six months, and for an amount of \$16,000 per course, subject to the approval of the City Attorney as to form and legality;
2. Authorize the Controller, or designee, to transfer appropriations within Fund 55E, FY12 UASI, Department 46, as follows:

Transfer from:			
<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
55E/46	46J668	Partner Jurisdictions	\$430,000.00

Transfer to:			
<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
55E/46	46J935	EMD	\$80,000.00
55E/46	46J946	Mayor's Office	\$350,000.00
		Total	\$430,000.00

3. 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.

### **FISCAL IMPACT STATEMENT**

There is no General Fund impact as a result of these actions. Approval of the recommendations within this report will allow for the continued expenditure of the Fiscal Year 2012 Urban Areas Security Initiative (FY12 UASI) grant. These actions are in compliance with the City's Financial Policies in that grant funds are sufficient to support the grant activities.

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