



ERIC GARCETTI
MAYOR

September 18, 2014

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

Re: Fiscal Year 2013 State Homeland Security Grant Program Acceptance

Dear Honorable Members:

Transmitted herewith, for consideration by the Los Angeles City Council, is a request to accept the Fiscal Year 2013 State Homeland Security Grant Program (FY13 SHSGP) on behalf of the City for a total allocation of \$753,436 to fund Los Angeles Emergency Management, Fire Department, and Police Department projects.

State Homeland Security Grant Program (SHSGP) Award

On September 20, 2013, the California Governor's Office of Emergency Services (Cal OES) awarded the County of Los Angeles \$753,436 of FY13 SHSGP funds with a grant performance period from August 29, 2013 to May 31, 2015 (Attachment 1). Of the total FY13 SHSGP award, the County of Los Angeles awarded \$753,436 to the City of Los Angeles.

The State Homeland Security Grant 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 California Governor's Office of Emergency Services (Cal OES). Allocations are provided to States, which in turn 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 of Los Angeles. There is no match requirement associated with this grant.

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On August 28, 2014, the Mayor's Office received the sub-recipient contract from the County of Los Angeles with a performance period of September 1, 2013 to March 31, 2015, which allowed the Mayor's Office to begin the process of accepting this grant.

As the pass through agency for the SHSGP, the County of Los Angeles requires an agreement between the City of Los Angeles and the County of Los Angeles as a subrecipient for the FY13 SHSGP allocation (Attachment 2).

The City of Los Angeles received FY13 SHSGP funding to support projects that will benefit the Los Angeles Emergency Management Department (EMD), Fire Department (LAFD), and Police Department (LAPD), as follows:

EMERGENCY MANAGEMENT DEPARTMENT

Community Readiness Regional Media Buy – \$125,000

The Community Readiness Regional Media Buy will help educate families in Los Angeles about disaster preparedness before an emergency strikes. This effort will include a proposal for reaching families, youth, seniors and persons with disabilities and can include a television and radio media buy component along with a plan for internet and social media promotion.

The media buy will be contractor-based. A vendor will be selected to develop a marketing and outreach plan to include strategies for disseminating the readiness message, an on-air messaging campaign, and community outreach plan.

Authority is being requested to negotiate and execute a contract with a vendor to develop and implement a media campaign for a term up to 12 months within the grant performance period, for an amount not to exceed \$125,000.

Community Emergency Response Teams Equipment – \$100,000

In conjunction with LAFD, EMD trains Community Emergency Response Teams (CERT) to respond within their own communities after a disaster. These teams are trained in basic first aid, search and rescue, and other disaster response and recovery activities. EMD seeks to purchase helmets, vests, and training manuals for newly trained CERT volunteers in the City of Los Angeles.

Advanced EOC Section Specific Training – \$75,000

The Advanced Emergency Operations Center (EOC) Section Specific Training will provide personnel who may be assigned to the EOC with the knowledge of specific EOC positions for which they may be assigned. EMD would like to use an all hazard approach to the training since EOC routinely activates for anything ranging from a multi-jurisdictional pre-planned events such as the Los Angeles Marathon to large urban-interface wildfires and a variety of other events or incidents. The FY13 SHSGP allocation will be used to train the Planning and Intelligence Sections in the EOC.

All training will be contractor-based. The contractor will provide all training at the City of Los Angeles Emergency Operations Center. The allocated budget will be spent 100% on hiring the contractor. The contractor will be responsible for all administration and delivery of the class including providing all printed materials and other materials used as handouts or teaching aids in the delivery of the class.

Authority is being requested to negotiate and execute a contract with a vendor to develop and conduct the training described above, for a term up to 12 months within the grant performance period, for an amount not to exceed \$75,000.

FIRE DEPARTMENT

Rope Rescue Tactical Training Prop Additions – \$81,574

LAFD previously purchased a Rope Rescue Tactical Training Prop (Rope Prop) using FY11 Urban Areas Security Initiative (UASI) funds (Council File No. 13-0882) located at LAFD Fire Station 88 in Sherman Oaks. The Rope Prop is a tower-type structure used to train City and regional public safety personnel designated to work in an urban search and rescue environment. This training includes instruction in rappel techniques, elevated victim rescue, anchor systems and knot tying, among other activities. LAFD is seeking to use FY13 SHSGP funds to purchase and install additional modular components for the Rope Prop to be used in urban search and rescue training.

Authority is being requested to negotiate and execute a sole source contract with Harkey and Sons, dba WHP Training Towers for the Rope Rescue Tactical Training Prop Additions, for a term of up to 12 months, for an amount not to exceed \$81,574.

Fire Ground Survival Training – \$106,134

Fire Ground Survival Training is a regional training initiative focused on preparing fire fighters to survive while responding to urban and wild land fires. LAFD purchased two Fire Ground Survival Training Props using funds allocated in FY12 UASI (Council File No. 12-0930). Using these training props, LAFD will host trainees from fire departments across Los Angeles County and deliver Fire Ground Survival Training. This training is expected to allow for the education of approximately 8000 firefighters within the LA/LB area. It will facilitate consistency and standard operating guidelines throughout all 31 area Fire Departments. The FY13 SHSGP allocation provides funding for a LAFD instructor and student costs for the training program.

Mobilization Exercise – \$65,728

The Los Angeles Area Fire Chiefs Association Regional Training Group is hosting several mobilization exercises throughout the Los Angeles region. Mobilization exercises allow fire departments throughout the region to fine-tune skills and capabilities related to urban search and rescue; hazardous materials; and chemical, biological, radiological, nuclear, and explosives response before they are needed in an emergency response. LAFD will use the funds allocated to send participants to these exercises.

POLICE DEPARTMENT

Weapons of Mass Destruction and Multi-Assault Counter Terrorism Action Capabilities Training – \$200,000

The Weapons of Mass Destruction (WMD) courses will train first responders to respond to incidents such as chemical, biological, radiological, nuclear, and explosive incidents; suspicious events; responder self-protection; site security; crime scene consideration; and specialized incident command issues. Funding will be utilized to fund overtime costs for personnel to conduct WMD training

The Multi-Assault Counter Terrorism Action Capabilities (MACTAC) training is focused on providing for first responders the ability to respond to active shooter, terrorist attacks, and hostage siege incidents. This project enables a better equipped regional response force for the cities in the region to handle large scale and multiple incidents of terrorism. Funding will be utilized to fund instructors to conduct the training to increase the number of certified MACTAC first responders.

RECOMMENDATIONS

It is therefore requested that the City Council:

1. **Authorize** the Mayor, or his designee, to:
 - a. Accept, on behalf of the City, the Fiscal Year 2013 State Homeland Security Grant Program (FY13 SHSGP) in the amount of \$753,436 for a grant performance period of August 29, 2013 to May 31, 2015 to fund approved Los Angeles Emergency Management, Fire and Police Departments' projects as outlined in Attachment 3;
 - b. Negotiate and execute an agreement with the County of Los Angeles for a term of up to 12 months for receipt of FY13 SHSGP funds, 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 and legality;
 - c. Negotiate and execute contract for an amount not to exceed \$125,000 for the Community Readiness Regional Media Buy, for a term of up to 12 months within the applicable performance period, subject to the approval of the City Attorney as to form and legality;
 - d. Negotiate and execute contract for an amount not to exceed \$75,000 for the Advanced EOC Section Specific Training, for a term of up to 12 months within the applicable performance period, subject to the approval of the City Attorney as to form and legality;

- e. Negotiate and execute a sole source contract with Harkey and Sons, dba. WHP Training Towers for an amount not to exceed \$81,574 for the Rope Rescue Tactical Training Prop Additions, for a term of up to 12 months within the applicable performance period, subject to the approval of the City Attorney as to form and legality; and
- f. Submit to the grantor, on behalf of the City, requests for drawdown of funds or reimbursements of City funds expended for eligible grant purposes.

2. **Authorize** the Controller to:

- a. Establish a new interest-bearing fund entitled FY13 SHSGP grant, and create a receivable in the Fund in the amount of \$753,436 for the FY13 SHSGP grant;
- b. Expend and receive funds upon presentation of documentation and proper demand by the Mayor's Office of Homeland Security and Public Safety to reimburse City departments;
- c. Appropriate funds within the new Fund XXX, Department 46 as follows:

Fund/Dept.	Account	Account Title	Amount
XXX/46	46L138	LAFD	\$253,436
XXX/46	46L170	Police	\$200,000
XXX/46	46L392	EMD	<u>\$300,000</u>
Total:			\$753,436

- d. **Transfer** appropriations in the amount of \$753,436 within the FY13 SHSGP Grant Fund XXX 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>
XXX/46	46L138	LAFD	\$253,436
XXX/46	46L170	Police	\$200,000
XXX/46	46L392	EMD	<u>\$300,000</u>
Total:			\$753,436

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Title</u>	<u>Amount</u>
392/34	343040	Contractual Services	\$200,000
392/34	346010	Supplies	\$100,000
100/38	006020	Operating Expenses	\$ 81,574
100/38	001098	Overtime Variable Staffing	\$171,862
100/70	001092	Overtime Sworn	<u>\$200,000</u>
Total:			\$753,436

3. **Authorize** the Controller to transfer cash from Fund XXX/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from the Los Angeles Fire, Police, and Emergency Management Departments: and
4. **Authorize** the Mayor, or designee, to prepare Controller instructions for any technical accounting adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

Sincerely,



ERIC GARCETTI
Mayor

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Attachments

- 1 Award Letter
- 2 SHSGP Subrecipient Agreement
- 3 Approved FY13 SHSGP Budget

EXHIBIT E

EDMUND G. BROWN JR.
GOVERNOR

MARK S. GHILARUCCI
DIRECTOR



September 20, 2013

William T. Fujioka
Chief Executive Officer
Los Angeles County
500 West Temple St.
Los Angeles, CA 90012

SUBJECT: NOTIFICATION OF SUBGRANTEE AWARD APPROVAL
FY 2013 Homeland Security Grant Program (HSGP)
Grant # 2013-00110 Cal OES ID# 037-00000
Subgrantee Performance Period: August 29, 2013 to May 31, 2015

Dear Mr. Fujioka:

The California Governor's Office of Emergency Services (Cal OES) has approved your FY13 Homeland Security Grant Program (HSGP) award in the amount of \$9,296,087. Once your completed application is received and approved, you may request reimbursement of eligible grant expenditures using the Cal OES Financial Management Forms Workbook available at www.caloes.ca.gov.

During the review process, a Cal OES representative examined and evaluated your FY13 HSGP grant application. As a result of this review, some of your funded projects may have been assigned performance milestones shorter than the subgrantee performance period, based in part on information provided in your application and submitted workbook. Performance milestones will be used by Cal OES to both determine the appropriate date to disencumber funds awarded under this grant and re-direct them to other needs across the State and as indicators of performance and grant management capacity in future competitive grant applications.

Activities:	Amount	Completion Date
All Projects	\$4,648,044	8/31/14

Additionally, Aviation/Watercraft requests, Establish/Enhance Emergency Operations Center (EOC) projects, projects requiring EHP review and sole source procurement requests will require additional approvals from Cal OES. Subgrantees must obtain written approval for these activities **prior** to incurring any costs, in order to be reimbursed for any related costs under this grant. Subgrantees are required to obtain a performance bond for any equipment item over

3650 SCHRIEVER AVENUE, MATHER, CA 95655
GRANTS MANAGEMENT
(916) 845-8506 TELEPHONE, (916) 845-8511 FAX

Mr. William T. Fujioka
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\$250,000, or any vehicle, aviation, or watercraft (regardless of the cost) financed with homeland security dollars. Please submit performance bonds to your Program Representative.

Following acceptance of this award, you must enter your grant information into the U.S. Office of Grants and Training, Grant Reporting Tool (GRT), for the December 2013 Biannual Strategy Implementation Report (BSIR) period. The GRT can be accessed online at <https://www.reporting.odp.dhs.gov/>. Semi-annual performance reports must be prepared and submitted to Cal OES via the GRT for the duration of the grant period or until all activities are completed and the grant is formally closed. Failure to submit performance reports could result in grant reduction, suspension, or termination.


This grant is subject to all policies and provisions of the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Your dated signature is required on this letter. Please sign and return the original to your Cal OES Program Representative within ten days of receipt, and keep a copy for your files. For further assistance, please feel free to contact your Cal OES Program Representative or the Homeland Security Grants Unit (HSGU) at (916) 845-8510.

Sincerely,



MARK S. GHILARDUCCI
Director



William T. Fujioka, Chief Executive Officer
Los Angeles County

10-3-13

Date