

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: March 10, 2021  
To: The Mayor and Council  
From: Richard H. Llewellyn, Jr., City Administrative Officer  
Reference: Mayor Transmittal dated January 25, 2021; referred for report March 3, 2021  
Subject: **FISCAL YEAR 2018 AND FISCAL YEAR 2019 URBAN AREAS SECURITY INITIATIVE GRANT – CONTRACTING AUTHORITIES AND REAPPROPRIATIONS**

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CAO File No. 0220-03695-0273  
Council File No. 18-0397, 19-0695  
Council District: --

### RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to:
  - a. Modify the existing grant budget for the Fiscal Year (FY) 2018 Urban Areas Security Initiative (UASI) grant (C.F. 18-0397) and FY 2019 UASI grant (C.F. 19-0695) by reallocating funds between projects and conducting the necessary fiscal transfers;
  - b. Negotiate and execute a contract with a vendor to develop and implement a marketing campaign to increase community outreach for the Ready Your Los Angeles Neighborhood Program, for a term of up to 18 months, within the FY 2019 UASI grant (C.F. 19-0695) performance period, for a contract amount not to exceed \$105,000, subject to the approval of the City Attorney as to form;
  - c. Negotiate and execute a contract with a vendor to develop Emergency Operations Center Training, for a term of up to 12 months, within the FY 2019 UASI grant (C.F. 19-0695) performance period, for a contract amount not to exceed \$100,000, subject to the approval of the City Attorney as to form;
  - d. Negotiate and execute a contract amendment, in relation to the FY 2019 UASI (C.F. 19-0695), with the County of Los Angeles to decrease its total contract amount by \$100,000 from the previously authorized amount of \$5,184,592 to a new contract amount of \$5,084,592, subject to the approval of the City Attorney as to form;
  - e. Negotiate and execute a contract with a vendor to complete perimeter security upgrades and installation work at the Frank Hotchkin Memorial Training Center, for a term of up to 24 months, within the FY 2019 UASI grant (C.F. 19-0695) performance period, for a contract amount not to exceed \$300,000, subject to the approval of the City Attorney as to form;

- f. Prepare Controller instructions for any technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions;

2. Authorize the Controller to:

- a. Transfer and establish new appropriation accounts within the FY 2018 UASI Homeland Security Grant Fund No. 62K, Department No. 46 as follows:

**TRANSFER FROM:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
62K/46	46S138	Fire	\$ 170,917.20
62K/46	46S299	Reimbursement of General Fund Costs	2,660.58
62K/46	46R946	Grant Management & Administration	1,000,002.00
62K/46	46R938	LAFD Grant Allocation	153,601.08
<b>Total</b>			<b>\$1,327,180.86</b>

**TRANSFER TO:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
62K/46	46T138	Fire	\$ 259,035.55
62K/46	46T299	Reimbursement of General Fund Costs	390,391.06
62K/46	46T146	Mayor	677,754.25
<b>Total</b>			<b>\$1,327,180.86</b>

- b. Transfer appropriations within Fund No. 62K, Department No. 46 to the General Fund for reimbursement as follows:

**TRANSFER FROM:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
62K/46	46T138	Fire	\$ 259,035.55
62K/46	46T146	Mayor	677,754.25
<b>Total</b>			<b>\$ 936,789.80</b>

**TRANSFER TO:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001012	Salaries Sworn	\$ 85,435.45
100/38	001098	Overtime Variable Staffing	173,600.10
100/46	001020	Grant Reimbursed	677,754.25
<b>Total</b>			<b>\$ 936,789.80</b>

- c. Transfer up to \$68,143.31 from Fund No. 62K, Department No. 38, Account No. 46T299 to the General Fund, Department No. 38, Revenue Source Code No. 5346, Related Cost Reimbursement for Grants, for the reimbursement of grant-funded fringe benefits;

- d. Transfer up to \$322,247.75 from Fund No. 62K, Department No. 46, Account No. 46T299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, Related Cost Reimbursement for Grants, for the reimbursement of grant-funded fringe benefits;
- e. Transfer and establish new appropriation accounts within the FY19 UASI Homeland Security Grant Fund No. 63G, Department No. 46 as follows:

**TRANSFER FROM:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
63G/46	46S138	Fire	\$1,060,992.23
63G/46	46S299	Reimbursement of General Fund Costs	268,334.59
63G/46	46S946	Grant Management & Administration	702,550.00
<b>Total</b>			<b>\$2,031,876.82</b>

**TRANSFER TO:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
63G/46	46S938	LAFD Grant Allocation	\$ 107,253.57
63G/46	46T138	Fire	994,332.52
63G/46	46T146	Mayor	500,000.00
63G/46	46T299	Reimbursement of General Fund Costs	430,290.73
<b>Total</b>			<b>\$2,031,876.82</b>

- f. Transfer appropriations within Fund No. 63G, Department No. 46 to the General Fund for reimbursement as follows:

**TRANSFER FROM:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
63G/46	46T138	Fire	\$ 994,332.52
63G/46	46T146	Mayor	500,000.00
<b>Total</b>			<b>\$1,494,332.52</b>

**TRANSFER TO:**

<u>Fund/Dept.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001012	Salaries Sworn	\$ 285,532.52
100/38	001098	Overtime Variable Staffing	708,800.00
100/46	001020	Grant Reimbursed	500,000.00
<b>Total</b>			<b>\$1,494,332.52</b>

- g. Transfer up to \$227,740.73 from Fund No. 63G, Department No. 38, Account No. 46T299 to the General Fund, Department No. 38, Revenue Source Code No. 5346, Related Cost Reimbursement for Grants, for the reimbursement of grant-funded fringe benefits; and,

- h. Transfer up to \$202,550 from Fund No. 63G, Department No. 46, Account No. 46T299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, Related Cost Reimbursement for Grants, for the reimbursement of grant-funded fringe benefits.

## **SUMMARY**

The Mayor's Office of Public Safety (Mayor's Office) requests authority to: 1) modify the United States Department of Homeland Security (DHS) Fiscal Year (FY) 2018 Urban Areas Security Initiative (UASI) grant (C.F. 18-0397) budget, and 2) modify the DHS FY 2019 UASI grant (C.F. 19-0695) budget and contracting authorities. The grantor has approved the modifications to the FY 2018 and FY 2019 UASI funds.

The FY 2018 UASI grant acceptance, as approved by Council in April 2019 (C.F. 18-0397), has a performance period of September 1, 2018 through May 31, 2021 and provides a total allocation of \$56,236,000. The FY 2019 UASI grant acceptance, as approved by Council in March 2020 (C.F. 19-0695), has a grant performance period of September 1, 2019 through May 31, 2022 and provides a total allocation of \$56,236,000. Both the FY 2018 and FY 2019 UASI grant allocations are distributed among the City of Los Angeles (City) and Los Angeles/Long Beach Urban Area (LA/LB UA) Partner Jurisdictions. While the grant funds are provided to the entire LA/LB UA, the City serves as the administrative and fiscal agent for the grant and receives the total allocation to distribute the grant funds in accordance with the approved grant budget. No matching funds are required for this grant. A detail of the FY 2018 and FY 2019 UASI Investment Justifications and programmatic funding can be found in previous reports under C.F. 18-0397 and C.F. 19-19-0695, respectively.

The recommendations and Controller instructions in this report differ from the recommendations provided in the Mayor's transmittal dated January 25, 2021 in that revisions have been made to reflect the grantor approved modifications. The Mayor's Office concurs with the revised recommendations and instructions incorporated in this report.

## **Program Background**

The UASI program provides funding to dense urban areas to prevent, protect against, mitigate, respond to, and recover from threats or acts of terrorism. The grant funding can be used to purchase homeland security equipment and fund costs associated with planning, training, exercises, operational costs, and grant administration.

The DHS awards the UASI grant funds to the State Administrative Agent (SAA) using risk-based methodology and assessment of each grant applicant's proposed solutions to urban area risks. The SAA then disperses the funds to the urban areas and is permitted by grant guidelines to retain up to 20 percent of the grant award to support the designated urban area in the state. The State of California's SAA is the California Governor's Office of Emergency Services (Cal OES). The FY 2018 and FY 2019 UASI funding retained by Cal OES will be provided to the State of California for projects that will benefit the region, but will not be allocated to, or managed by, the LA/LB UA.

## **Requested Grant Modifications**

The grantor has approved the modifications of the FY 2018 and FY 2019 UASI funds as detailed below:

### ***FY 2018 UASI (C.F. 18-0397)***

#### Los Angeles Fire Department

##### *LAFD Joint Regional Intelligence Center and the Regional Training Group Position Authorities*

The Mayor's Office requests approximately \$327,178 be appropriated to the Los Angeles Fire Department (LAFD) to support position authorities already included in the 2020-21 Personnel Authority Resolution (C.F. 20-1700) for the LAFD Joint Regional Intelligence Center and the Regional Training Group. These positions have been approved by the grantor for the FY 2018 UASI related projects as detailed in Attachment 1 of the Mayor's transmittal dated January 25, 2021 and are fully funded by UASI funds.

#### Mayor's Office

##### *Management and Administration*

The Mayor's Office requests authority to reappropriate \$1,000,002 to the support its personnel costs associated with managing FY 2018 UASI grant projects.

### ***FY 2019 UASI (C.F. 19-0695)***

#### Los Angeles Fire Department

##### *LAFD Joint Regional Intelligence Center and the Regional Training Group Position Authorities*

The Mayor's Office requests approximately \$1,222,073 be appropriated to the LAFD and that \$107,253.57 be appropriated from the LAFD salary and fringe accounts in the previous fiscal year to various LAFD equipment projects. The appropriation will support the position authorities already included in the 2020-21 Personnel Authority Resolution (C.F. 20-1700) for the LAFD Joint Regional Intelligence Center and the Regional Training Group. These positions have been approved by the grantor for the FY 2019 UASI related projects as detailed in Attachment 1 of the Mayor's transmittal dated January 25, 2021 and are fully funded by UASI funds.

##### *Frank Hotchkin Memorial Training Center Security Upgrades*

The LAFD received a FY 2018 UASI grant allocation of \$300,000 to hire a contractor to secure the perimeter of the Frank Hotchkin Memorial Training Center by furnishing and installing fencing and gates around the facility. Due to the COVID-19 pandemic, the project was delayed and moved to the FY 2019 UASI for completion. A program budget modification is requested by the Mayor's Office to negotiate and execute a contract with a vendor to complete all installation work at the facility, for a term of up to 24 months, within the FY 2019 UASI grant performance period, for a contract amount not to exceed \$300,000.

## Mayor's Office

### *Management and Administration*

The Mayor's Office requests authority to reappropriate \$702,550 to the support its management and administration costs associated with managing FY 2019 UASI grant projects.

## Emergency Management Department

### *Ready Your Los Angeles Neighborhood Program*

The Emergency Management Department (EMD) requests authority to contract with a vendor to continue the development and implementation of a marketing campaign to increase community outreach for the Ready Your Los Angeles Neighborhood (RYLAN) Program. The grantor approved the modification of funding in the amount of \$105,000 to be reallocated from Los Angeles Police Department's (LAPD) to the EMD within the FY 2019 UASI grant budget for the RYLAN project. The Mayor's Office requests authority to modify the FY 2019 UASI grant budget and transfer appropriations necessary in accordance to the grantor's approved modification. It should be noted that the EMD originally received an allocation of \$105,000 from the FY 2018 UASI grant to support the RYLAN project; however, due to unanticipated challenges in the implementation of the project, the project was not expected to be fully completed within the FY 2018 UASI grant performance period. The \$105,000 was reprogrammed to fund the LAPD Area Wireless Reconnaissance and Evaluation gas chromatograph and the Regional Explosive Detection, Imaging and Mitigation Maintenance projects. The reprogramming of FY 2018 UASI funds received grantor approval in September 2020 and Council approval in December 2020 (C.F. 18-0397).

### *Emergency Operations Center Training*

The EMD originally received an allocation of \$100,000 from the FY 2018 State Homeland Security Program (SHSP) grant (C.F. 19-0051) to negotiate and execute a contract with a vendor to develop and conduct Emergency Operations Center (EOC) section training. Due to financial constraints, EMD was unable to complete the project through the FY 2018 SHSP, and the \$100,000 was reallocated to the Los Angeles County Emergency Medical Services (EMS) Agency's Warehouse Lease project. Subsequently, in the FY 2019 UASI, the EMS modified the funds allocated to its Warehouse Lease project to the EMD to complete its EOC Training project. The EMD requests authority to release Requests for Proposals and authority to contract with a vendor to transition the existing EOC training modules to an online format and platform for the City of Los Angeles EOC responders. The Mayor's Office requests authority to modify the FY 2019 UASI grant budget and transfer appropriations necessary in accordance to the grantor's approved modification for the EOC Training project.

## **FISCAL IMPACT STATEMENT**

Approval of the recommendations within this report will have no additional impact to the General Fund and will provide appropriations for various City departments and partner jurisdictions for the continued expenditure of the Fiscal Year 2018 and Fiscal Year 2019 Urban Areas Security Initiative grant award for grant-related projects. No matching funds are required for this grant.

## **FINANCIAL POLICIES STATEMENT**

The recommendations provided in this report are in compliance with the City's Financial Policies in that all grant funds will be utilized for grant-eligible activities.

*RHL:ED:04210079*