

TRANSMITTAL

To: **THE COUNCIL**

Date: **06/09/21**

From: **THE MAYOR**

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.

A handwritten signature in blue ink, appearing to be 'Eric Garcetti', is written over the printed name.

(Ana Guerrero) for

ERIC GARCETTI
Mayor

LOS ANGELES POLICE COMMISSION

BOARD OF POLICE COMMISSIONERS

—
EILEEN M. DECKER
PRESIDENT

WILLIAM J. BRIGGS, II
VICE PRESIDENT

DALE BONNER
MARIA LOU CALANCHE
STEVE SOBOROFF

—
MARIA SILVA
COMMISSION EXECUTIVE ASSISTANT II



ERIC GARCETTI
MAYOR

RICHARD M. TEFANK
EXECUTIVE DIRECTOR

MARK P. SMITH
INSPECTOR GENERAL

—
EXECUTIVE OFFICE
POLICE ADMINISTRATION BUILDING
100 WEST FIRST STREET, SUITE 134
LOS ANGELES, CA 90012-4112

—
(213) 236-1400 PHONE
(213) 236-1410 FAX
(213) 236-1440 TDD

May 4, 2021

BPC #21-085

The Honorable Eric Garcetti
Mayor, City of Los Angeles
City Hall, Room 303
Los Angeles, CA 90012

Attention Heleen Ramirez

Dear Honorable Mayor:

RE: DONATION OF FUNDING IN THE AMOUNT OF \$22,000.00, FROM LOS ANGELES POLICE FOUNDATION TO PROVIDE CONTINUED ONLINE WEBSITE HOSTING / MAINTENANCE AND TECHNICAL SUPPORT FOR THE "LAPDONLINE.ORG" WEBSITE, FOR THE BENEFIT OF MEDIA RELATIONS DIVISION

At the regular meeting of the Board of Police Commissioners held Tuesday, May 4, 2021 the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for acceptance.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in blue ink that reads "Maria Silva".

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

REVIEWED *RM* 4/28/21
RICHARD M. TEFANK DATE
EXECUTIVE DIRECTOR

April 23, 2021
1.14

21-085
RECEIVED
APR 28 2021
POLICE COMMISSION

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: APPROVAL OF NON-MONETARY DONATION

RECOMMENDED ACTION

1. That the Board of Police Commissioners APPROVE the Department’s Report and TRANSMIT to the Mayor and City Council for ACCEPTANCE of the following non-monetary donation of \$22,000.00 for Media Relations Division.

DONOR INFORMATION:

Los Angeles Police Foundation
Ms. Dana Katz, Executive Director
633 West 5th Street, Suite 960
Los Angeles, California 90071
(213) 489-4636

ITEMS:

LAPD Online Website
Hosting / Maintenance
Technical Support

VALUE:

\$22,000.00

DISCUSSION

LAPDOnline.org provides vital, up-to-date information about the Department to the public. Currently, this website is maintained by Media Relations Division’s Online Unit. This grant will provide continued funding for website hosting and maintenance technical support of LAPDOnline.org through SPINX Digital. The website hosting/maintenance technical support contract with SPINX is a general support contract, which provides the Online Unit with on-call assistance on a range of issues that may occur while running a website and software of this scale. Types of technical support will consist of, but are not limited to, troubleshooting E-Policing, server assistance, interfacing with Amazon Cloud Hosting for internal and external restarts, helpdesk/software support, troubleshooting and video support for the Officer Involved Shooting and Critical Incident matrix with videos and corresponding reports, Major Media Incident Notification System (MMINS) management, art theft/development, modifications to elements of the website, and website security.

The Los Angeles Police Foundation is an independent, not-for-profit organization that provides critical resources and vital support to the Los Angeles Police Department. From essential equipment and state-of-the-art technology to specialized training and innovative programs that would otherwise be unfunded, the Foundation provides funding that directly improves public safety, impacts officer readiness, and enhances the quality of life of all members of the community. As the largest source of private support for the LAPD, the Foundation is passionately dedicated to ensuring that Los Angeles remains America’s safest major city. Since

The Honorable Board of Police Commissioners

Page 2

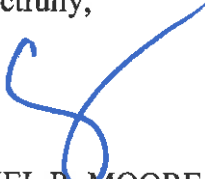
1.14

being established in 1998, the Foundation has invested tens of millions of dollars in hundreds of LAPD initiatives that promote excellence, expand capabilities, strengthen neighborhoods and create opportunities for at-risk youth. These actions are grounded in the beliefs that a safe city is a strong city and that together we can make a difference.

The donation has been submitted in accordance with Section 5.467 et seq. of the Los Angeles Administrative Code, which provides for the receipt and acceptance of donations to the Department.

If you have any questions, please contact Captain Stacy Spell, Media Relations Division, at (213) 486-5940.

Respectfully,



MICHEL R. MOORE
Chief of Police

**BOARD OF
POLICE COMMISSIONERS**
Approved *May 4, 2024*
Secretary *Maria Silva*

Attachments



APPROVED GRANT

633 W. 5th Street, Suite 960, Los Angeles, CA 90017

Phone (213) 489-4636 FAX (213) 489-4697

email: jacqui@supportlapd.org

4/22/2021

| | |
|------------------------------------|--|
| LAPF Grant # | 2021-018 |
| Grant Application Received: | April 13, 2021 |
| Grant received from: | Media Relations Division |
| Contact: | Sergeant Frank Preciado |
| Phone: | (213) 486-5940 |
| Grant Name: | LAPD Online Website Hosting/ Maintenance Technical Support |
| Grant Amount: | \$22,000.00 |

A handwritten signature in blue ink, appearing to read "Jacqui", is located below the grant details.



2021 GRANT APPLICATION

Grant Number 2021 - 018 (office use only)

Date: 02/02/2021

Amount Requested: \$ 22,000

Contact Name(s): Sgt. II Frank Preciado

Department/Unit: Media Relations Division / Online Unit

Mailing Address: 100 West first street Los Angeles, Ca. 90012

Phone Number: 213-486-5940 Fax Number: 213-486-6080

E-mail Address: 33689@lapd.online

Name of Program/Equipment requesting funding for: LAPD Online Website Hosting/Maintenance Technical Support

Provide a brief description and the need for the program/equipment (use additional paper if needed):

The technical support contract is a general support contract making the selected vendor "on-call" therefore the vendor can assist in a range of issues that may come up in the course of running a site and software of this scale. Types of activities that the technical support will consist of is as follows: troubleshoot E-Policing, server assistance, Interfacing with Amazon Cloud Hosting for internal and external restarts, Helpdesk/Software Support, Troubleshooting and Video support for the Officer Involved Shooting and Critical Incident matrix with videos and corresponding reports, Major Media Incident Notification System (MMINS), modifications to current elements of the website and website security. The selected vendor cost \$15,000 plus \$7,000/yr AWS hosting pass-through for a total \$22,000. Amazon hosting will continue to be a simple pass-through expense without mark-up by the vendor, average cost \$583.33/month.

Has this program/equipment previously been requested through the city budget? YES NO

If yes, please list the most recent date of submission and the result: 2020

If no, please explain the reason why it was not submitted: Despite repeated request for funding support for LAPDonline, the City of Los Angeles has denied funding request for the past 17 years.

What objectives will be accomplished if the funding is granted?

Enable to maintain and update current Webpages and update web content management system and maintain Americans with Disabilities Act (ADA) compliance.

Ensure that the LAPD Online Website maintains its position as a World renowned Website to enhance law enforcement proficiency and efficiency by providing Historical Executive Summary Crime and Use Of Force Reports, Electronic submission Online Reporting forms, Electronic submission Complaint Forms and Electronic California Public Records Act content and submission forms.

Increasing officer safety by informing the public and gun safety laws, safety rules and DUI hazards.

Expanding and encouraging community support and understanding via advisories and Citizen Police Academies, E-Policing and Community Outreach programs published on the LAPDonline.org website and Social Media platforms within the public website and the LAPDblog.

Critical Incident Officer-Involved-Shooting videos, UOF matrix and SB978 Public Records.

How many officers will be impacted with this grant?

The potential is the entire Department personnel will be impacted by posting all critical incident Use of Forces and Officer Involved Shootings on the website and SB1421

which went effective January 1, 2019, Senate Bill 1421 (SB 1421) amended Penal Code Section 832.7 which generally made all peace officer personnel records and police investigatory records confidential and exempt from disclosure.

The website posts the amendments created exceptions from those general confidentiality requirements for the following four categories of officer personnel and investigatory records: (A) records relating to the report, investigation, or findings of (i) an incident regarding an officer-involved shooting; or (ii) an incident involving the use of force by an officer resulting in death or great bodily injury; (B) records relating to an incident involving a sustained finding of sexual assault by an officer involving a member of the public; and (C) records relating to an incident involving a sustained finding of dishonesty by an officer directly related to the reporting, investigation, or prosecution of a crime or an investigation of misconduct by another officer.

How will the community be impacted by this grant?

The website hosts over 98,000 pages of content with monthly views averaging over 2.5 million. The addition of social media links on the website has created a fast growing following by the public in the dissemination of Department information and current news worthy events as well as hosting the LAPDHQ app in Apple and Android platforms. The Major Media Incident Notification System (MMINS), access to stakeholders and houses of worship will expand our outreach and mitigate concerns during unusual major events.

Describe the short term outcome and long term impact you anticipate within the Department and in the community it serves as result of this grant.

Short term outcome has been realized and still requires improvements on the MMINS and E-Policing platforms. Long term impact will be realized by the updated website and notification systems and Online reporting as well as Online Volunteer Applications form submission to the Community Relations Division for all 21 geographic divisions.

How can the Foundation evaluate success if the funding is granted? (# of people served, objectives reached, surveys, etc.)

The success can be measured by the number of online reporting, online applications, online complaints/commendations and number of viewers on the LAPDonline website and LAPDonline YouTube account linked to the website.

Please list or attach an itemized list for expenses or a quote from equipment manufacturer on vendor's letterhead. See Attached.

Has your commanding officer approved this request? YES NO

Name of commanding officer: Captain II Stacy Spell

Signature of commanding officer:  _____

For questions, comments, or concerns, contact Tracy Szepeinski at (213) 489-4636 or email tracy@lapolicefoundation.org.

SPINX
Amazon EC2 Cloud Hosting & Site
Maintenance for
Los Angeles Police Foundation
www.LAPDOnline.org
2021-2022

Los Angeles Police Foundation @LAPDOnline.org

Introduction:

The goal of this document is to summarize proposed hosting and maintenance of the LAPDOnline.org web application and related components including ePolicing on the Amazon Elastic Cloud (EC2) service.

The primary objective is to provide a scalable environment with the latest security patches and a support structure designed to maintain high availability of all LAPDOnline.org resources.

Support :

SPINX Digital will provide system trouble-shooting, upgrades to server environment that do not conflict with the web applications, technical assistance for application updates and minor updates to display templates that are not accessible via CMS administration. SPINX Digital will work closely with LAPD's online division to resolve issues related to system errors or stability and will be available for calls should issues arise that cannot be addressed by the LAPDOnline division. It is expected that SPINX Digital will have to do a deeper dive into some of the sections of the site as necessary since the system is old and some of the features such as ePolicing have not been explained to them. SPINX Digital and LAPDOnline.org will need to understand and agree that the ePolicing system and other sections of the system are working as expected correctly.

Beyond the basics:

SPINX Digital offers prepaid annual packages at a discounted rate. Upgrade or feature requests that go beyond the annual maintenance package will be billed at an hourly rate of \$150.

Amazon's EC2 service (from their own material):

Amazon Elastic Compute Cloud (Amazon EC2) is a web service that provides resizable compute capacity in the cloud. It is designed to make web-scale computing easier for developers.

Amazon EC2 presents a true virtual computing environment, allowing you to use web service interfaces to launch instances with a variety of operating systems, load them with your custom application environment, manage your network's access permissions, and run your image using as many or few systems as you desire.

Elastic:

Amazon EC2 enables you to increase or decrease capacity within minutes, not hours or days. You can commission one, hundreds or even thousands of server instances simultaneously. Of course, because this is all controlled with web service Application Program Interface (APIs), your application can automatically scale itself up and down depending on its needs.

Completely Controlled:

You have complete control of your instances. You have root access to each one, and you can interact with them as you would any machine. You can stop your instance while retaining the data on your boot partition and then subsequently restart the same instance using web service APIs. Instances can be rebooted remotely using web service APIs. You also have access to console output of your instances.

Reliable:

Amazon EC2 offers a highly reliable environment where replacement instances can be rapidly and predictably commissioned. The service runs within Amazon's proven network infrastructure and datacenters. The Amazon EC2 Service Level Agreement commitment is 99.95% availability* for each Amazon EC2 Region.

Secure:

Amazon EC2 provides numerous mechanisms for securing your compute resources.

- Amazon EC2 includes web service interfaces to configure firewall settings that control network access to and between groups of instances.
- When launching Amazon EC2 resources within Amazon Virtual Private Cloud (Amazon VPC), you can isolate your compute instances by specifying the IP range you wish to use, and connect to your existing IT infrastructure using industry-standard encrypted IPsec VPN.
- For more information on Amazon EC2 security refer to our Amazon Web Services: Overview of Security Process document.

Inexpensive:

Amazon EC2 passes on to you the financial benefits of Amazon's scale. You pay a very low rate for the compute capacity you actually consume. See Amazon EC2 Instance Purchasing Options for a more detailed description.

Amazon Hosting:

SPINX Digital is recommending continuing with Amazon's "t2.medium" instance which includes dual processors and 4GB of memory hosted in North Virginia. In addition, we will continue to leverage Amazon's RDS database, S3 file storage, and CloudFront caching service.

Support/Maintenance by SPINX Digital:

- Availability for changes to templates and minor code updates that are inaccessible to LAPDOnline division
- Training or assistance to the LAPDOnline division for site updates
- Trouble-shooting of performance or other site issues
- Regular error log analysis to find and resolve system issues and improve site performance
- Management of Amazon EC2 system
 - Monitor/optimize server performance
 - Security including user access/permissions
 - Manage operating system upgrades
 - Recommend service upgrades/downgrades
 - Manage backups for system, code and database in case of disaster
- Upkeep of the new Media Major Incident Notification System

Annual Hosting/Support/Maintenance Estimate: \$18,000

The annual estimate includes 1:1 pass-through of hosting costs with the balance used toward maintenance and support at a billable rate of \$150/hour beyond the package of 100 hours that will be prepaid for as a part of this agreement.

- SPINX Digital will provide a monthly statement detailing actual hosting costs and hours billed when requested. **Total: \$18,000**

About:

SPINX Digital was founded in 2005 and our team of innovators and digital marketers in tech and design bring skills above and beyond the ordinary to every project. Our team is experienced in designing and building professional B2B and B2C websites, mobile applications, digital strategy, user experience, advertising, social media, content management systems, and email marketing initiatives.

A selection of websites that SPINX Digital has built (provided back-end development) or currently manage include:

- www.quinnemanuel.com
- www.gehealthcare.com
- www.clickbond.com
- www.americanrealty.com

***Sukesh Jakharia** is the founder and CEO of SPINX, Sukesh directs company operations, including digital strategy, programming and design, oversees financial management and spearheads client development. After completing his Masters in Computer Science from the University of Southern California (Fight On!), he founded SPINX. Fifteen years later, the company has grown into a full service digital agency, steered by a vision of growth in a booming and competitive industry, all the while maintaining lasting relationships with clients. Off the digital court Sukesh likes to be involved with the community at large, whether it be participating in local organizations or volunteering.*

SPINX will maintain the website as and when the changes will be requested to us. Most of the static and text related changes will be done pretty quickly in less than 24-48 hours. Any complex changes including design, creation of a new page etc will take more time and the timeline will be given to the client accordingly.

Billing will be in half hour increments. That means, if you request a change that might take 40-45 minutes, you will be billed for 1 hour.

.....
SPINX

.....
Los Angeles Police Foundation

Frank Preciado

From: Sukesh Jakharia <sukesh.jakharia@spinxdigital.com>
Sent: Friday, February 05, 2021 3:52 PM
To: Frank Preciado
Subject: Re: 2021-2022 Annual Hosting/Support/Maintenance Contract

ATTENTION: This email originated outside of LAPD. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Frank,

Happy Friday. Please find the AWS billing history below from 2020-2021. As you can see our estimate for the AWS billing was \$3,000 for the whole year and it has shot up to \$6,811 (there is some overlap from when the switch happened between Radar Blue and SPINX servers (July-October of 2020). If we change the grant total to \$22,000 (\$15,000 for 100 hours of maintenance and \$7,000 for AWS expenses), we should be fine. Please let me know if you have any questions.

Thanks.

| Date | Amount | Server | Paid By |
|------------|----------|------------|---------|
| 02/03/2020 | \$356.67 | Radar Blue | SPINX |
| 03/03/2020 | \$282.53 | Radar Blue | SPINX |
| 04/03/2020 | \$303.53 | Radar Blue | SPINX |
| 05/02/2020 | \$311.74 | Radar Blue | SPINX |
| 06/02/2020 | \$352.53 | Radar Blue | SPINX |
| 07/03/2020 | \$541.19 | Radar Blue | SPINX |
| 08/03/2020 | \$416.97 | Radar Blue | SPINX |
| 09/03/2020 | \$210.45 | Radar Blue | SPINX |
| 10/03/2020 | \$124.05 | Radar Blue | SPINX |
| 07/03/2020 | \$302.71 | SPINX AWS | SPINX |
| 08/03/2020 | \$313.35 | SPINX AWS | SPINX |
| 09/03/2020 | \$490.42 | SPINX AWS | SPINX |
| 10/03/2020 | \$880.45 | SPINX AWS | SPINX |
| 11/03/2020 | \$420.76 | SPINX AWS | SPINX |
| 12/03/2020 | \$474.67 | SPINX AWS | SPINX |
| 01/03/2021 | \$496.59 | SPINX AWS | SPINX |
| 02/03/2021 | \$533.00 | SPINX AWS | SPINX |

Total **\$6,811.61**

Sukesh Jakharia

SPINX

Direct: [213.894.9925](tel:213.894.9925)

Office: [213.894.9933](tel:213.894.9933)

Email: sukesh.jakharia@spinxdigital.com

Web: SPINXDigital.com

911 W. Washington Blvd. Los Angeles, CA 90015

On Thu, Feb 4, 2021 at 1:03 PM Frank Preciado <33689@lapd.online> wrote:

Hello Sukesh, please confirm that the attached hosting/maintenance contract is the correct one for this coming year. Respectfully, Frank

Sgt. II Frank Preciado, 33689

Media Relations Division, OIC Digital Media Section

Los Angeles Police Department

100 West First Street, Room 257-B

Los Angeles, Ca. 90012

Mail Stop #400

Off: (213) 486-5930

Dir: (213) 486-7395

INTRADEPARTMENTAL CORRESPONDENCE

February 4, 2021
2.2.5

TO: Chief of Police

FROM: Commanding Officer, Media Relations Division

SUBJECT: LOS ANGELES POLICE FOUNDATION GRANT REQUEST FOR LAPD
ONLINE UNIT WEBSITE HOSTING/MAINTENANCE TECHNICAL
SUPPORT

It is requested the attached grant application be approved for the LAPD Online Unit's website hosting/maintenance technical support with SPINX Digital.

The technical support contract is a general support contract making SPINX Digital "on-call" to assist in a range of issues that may occur in the course of running a website and software of this scale. Types of activities that the technical support will consist of, but are not limited to, troubleshooting E-Policing, server assistance, interfacing with Amazon Cloud Hosting for internal and external restarts, helpdesk/software support, troubleshooting and video support for LAPDTV, art theft/development, modification to current and future elements of the website and website security.

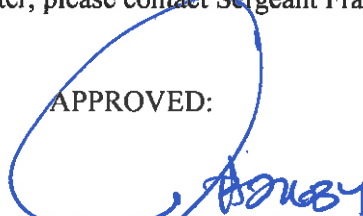
Continuing LAPD's contract with SPINX Digital positively impacts the community, ensuring the information provided on the site is up-to-date and accessible.

If you have any questions regarding this matter, please contact Sergeant Frank Preciado, Serial No. 33689, at (213) 486-5940.




STACY D. SPELL, Captain
Commanding Officer
Media Relations Division

APPROVED:



JOSHUA RUBENSTEIN, Public Information Director
Commanding Officer
Public Communications Group

APPROVED:



DANIEL RANDOLPH, Deputy Chief
Chief of Staff
Office of the Chief of Police

APPROVED:



MICHEL R. MOORE
Chief of Police

Attachments