

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: February 1, 2024

CAO File No. 0130-02138-0001

Council File No. 23-0268

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer

Reference: Transmittal from the Board of Fire Commissioners dated January 16, 2024

Subject: **FISCAL YEAR 2021 HIGH FREQUENCY COMMUNICATIONS EQUIPMENT PROGRAM GRANT AWARD – CONTINUATION OF PERFORMANCE PERIOD**

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### RECOMMENDATIONS

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

1. Authorize the Fire Chief, or designee, to:
  - a. Expend up to \$56,290 from the Los Angeles Fire Department (LAFD) General Fund No. 100, Department No. 38, Account 006020 Operating Supplies, for the high frequency radio equipment in accordance with the Fiscal Year 2021 High Frequency Communications Equipment Program award from Cal OES, for the amended performance period from April 1, 2022 through March 31, 2024 and authorize the Fire Chief, or designee, to execute any documents necessary to accept the grant on the City's behalf;
  - b. Deposit Fiscal Year 2021 High Frequency Communications Equipment Program reimbursement grant funds into Fund 335, Department 38, Account 38911W;
2. Authorize the Controller to:
  - a. Transfer reimbursement grant funds up to \$56,290 from Fund 335, Department 38, Account 38911W, to the Los Angeles Fire Department (LAFD) General Fund No. 100, Department No. 38, Account 006020 Operating Supplies, for high frequency radio equipment, upon submission of proper documentation, subject to the review and approval of the City Administrative Officer; and,
3. Authorize the LAFD 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.

## **SUMMARY**

The Los Angeles Fire Department (LAFD) requests authority to accept an extension of the performance period of the Fiscal Year 2021 High Frequency Communications Equipment Program grant award, from the California Office of Emergency Services (Cal OES). The grant award funds up to \$56,290 for high frequency radio equipment. The amended performance period, as approved by the grantor, is from April 1, 2022 through March 31, 2024. No matching funds are required for this grant.

On May 31, 2022, the LAFD received notification of an award of funds from the Cal OES for the acquisition of high frequency radio communications equipment. The original performance period for the grant award was from April 1, 2022 through October 31, 2023. Subsequently on November 20, 2023, the Cal OES approved an extension of the performance period until March 31, 2024, in order to allow for the continued expenditure of grant funds. The LAFD will utilize the funds to obtain the necessary equipment to manage its amateur radio program under the Auxiliary Communication Services (ACS) Agreement with the State Office of Emergency Services. ASC members are used to facilitate auxiliary communications during brush fires and other disasters through the Emergency Operations Center. The LAFD will be required to front-fund the grant related expenditures. Reimbursements will be made on an ongoing basis and upon submission of proof of actual expenditures.

## **FISCAL IMPACT STATEMENT**

Approval of the recommendations within this report will allow for the continued expenditure of the Fiscal Year 2021 High Frequency Communications Equipment Program grant award in the amount of \$56,290 for high frequency radio communications equipment. The LAFD will front-fund costs in the amount of \$56,290 and seek full reimbursement from the Cal OES. No matching funds are required for this grant.

## **FINANCIAL POLICIES STATEMENT**

These actions are in compliance with the City's Financial Policies in that all grant funds will be utilized to fund grant program activities.