

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: March 18, 2025


CAO File No. 0220-03695-0313

Council File No. 23-0690

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer



Reference: Transmittal from the Mayor's Office dated March 12, 2025

Subject: **FISCAL YEAR 2023 URBAN AREAS SECURITY INITIATIVE GRANT AWARD – CONTRACTING AUTHORITIES AND BUDGET MODIFICATIONS**

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to:
 - a. Modify the existing grant budget (C.F. 23-0690) for the Fiscal Year 2023 Urban Areas Security Initiative Grant (FY 23 UASI) by reallocating funds between projects and conducting necessary fiscal transfers, as provided in the Mayor's transmittal dated March 12, 2025;
 - b. Negotiated and execute a contract with a vendor to provide cybersecurity emergency response training for an amount not to exceed \$100,000 and for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form;
 - c. Negotiate and execute a contract with a vendor to provide emergency operations plan, annexes, and appendices review, revision, streamlining, and maintenance for an amount not to exceed \$300,000 and for a term of up to 24 months within the grant performance period, subject to the approval of the City Attorney as to form;
2. Authorize the Mayor, or designee, to:
 - a. Modify the existing grant budget (Council File No. 23-0690) for the FY23 UASI grant by reallocating funds between projects and conducting the necessary fiscal transfers as described within this report;
 - b. Appropriate \$50,000.00 from existing Management and Administration funds to support the EMD, EOP Annex Project from July 1, 2024 to May 30, 2026; and,

- c. Negotiate and execute a contract with a vendor to assist the Mayor's Office grant, contract and/or fiscal teams, for a term up to 24 months, within the grant performance period, in an amount not to exceed \$325,000, subject to the approval of the City Attorney as to form;
 - d. Authorize the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to approval of the City Administrative Officer, and authorize the Controller to implement the instructions; and,
3. Authorize the Controller to transfer appropriations within FY23 UASI Homeland Security Grant Program Fund No. 67Q/46 as follows:

Transfer From:

Account No.	Account Name	Amount
46A946	Grant Management & Administration	\$50,000.00

Transfer To:

Account No.	Account Name	Amount
46A935	EMD Grant Allocation	\$50,000.00

SUMMARY

On July 2, 2024, the City Council approved the acceptance of the United States Department of Homeland Security (DHS) Fiscal Year (FY) 2023 Urban Areas Security Initiative (UASI) grant award and to take actions related to award implementation (C.F. 23-0690). The grant performance period is from September 1, 2023 through May 31, 2026. The grant award provides a total allocation of \$53,932,030 divided among the City of Los Angeles (City) and the 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 a total allocation to distribute the grant funds in accordance with the approved grant budget. No matching funds are required for this grant.

The Mayor's Office transmittal dated March 12, 2025 includes recommendations to negotiate and execute various contracts for the provision of training and programmatic services and to authorize budget modifications related to the FY23 UASI. The recommendations within this report will also provide for the continuance of the grant-funded projects through the completion of the grant performance period. The various contracting authority requests and budget modifications are provided on the following page.

Los Angeles Cybersecurity

➤ Cybersecurity Training – \$100,000

In the FY23 UASI, an allocation of \$100,000 was designated by the Mayor's Office to enhance the City's defenses against cybersecurity attacks, and ensure its resilience against threats to the City's critical infrastructure. The Mayor's Office intends to utilize this grant allocation to develop and implement a Cyber Incident Response and Emergency Management Training Program, which would provide critical Incident Command System response training and cybersecurity and cyber incident training for emergency responders. Program implementation would be a coordinated effort between the Mayor's Office, the City's Cyber Intrusion Command Center, and the Emergency Management Department. Accordingly, the Mayor's Office seeks authority to negotiate and execute a contract with a vendor to provide training in an amount not to exceed \$100,000 for a term of up to 12 months within the grant performance period.

Emergency Management Department

➤ Emergency Operations Plan Annex and Appendices Revision - \$50,000

The Emergency Management Department (EMD) received \$300,000 in funding within the FY 22 UASI grant award for Supply Chain Management Coordinator Services to develop an Emergency Operations Plan (EOP) Gap Analysis for Climate Change Impacts and Plan Updates. Due to the expanded scope of this project, which has over 40 annexes and appendices that require constant review, revision and maintenance, the performance period has been extended into the FY23 UASI. This action created a new project requiring grantor approval, with \$50,000 being allocated for this purpose. In order to provide for a continuity of funding, the Mayor's Office requests authority to utilize \$50,000 in existing Management and Administration funds for this project, which was previously approved by the grantor. Authority is now requested to negotiate and execute a contract with a vendor in an amount not to exceed \$50,000 and for a term of up to 12 months within the grant performance period.

Mayor's Office - UASI Management & Administration

➤ Temporary Employment Agency and other Vendor Services - \$325,000

The Mayor's Office requests authority to increase the funding amount from \$100,000 to \$325,000 for contracted temporary employment and other related services in order to assist the Office with grant administrative duties. These services may include assisting grant, contract or fiscal specialist staff in ensuring for the timely, accurate, and appropriate execution of all grant expenditures, reimbursements, and fund draw-downs, as well as preparing and maintaining all necessary documentation to ensure compliance with accepted grant provisions and City accounting standards.

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will have no additional impact to the General Fund and will allow for the continued expenditure of FY 23 UASI grant award funds, and will provide authorization for contractual services agreements necessary to support the designated projects. No matching funds are required for this grant.

FINANCIAL POLICIES STATEMENT

The recommendations in this report are in compliance with the City's Financial Policies in that all grant-eligible costs are fully covered by grant funds.

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