

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: October 20, 2020

CAO File No. 0220-05788-0000

Council File No. 20-1127

Council District: --

To: The Mayor
The Council

From: Richard H. Llewellyn, Jr., City Administrative Officer



Reference: Transmittal from the Mayor dated September 1, 2020; referred for report September 3, 2020

Subject: **FISCAL YEAR 2020 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM**

RECOMMENDATIONS

That the City Council:

1. Authorize the Mayor, or designee, to:

- a. Accept on behalf of the City, the Fiscal Year 2020 Coronavirus Emergency Supplemental Funding (FY20 CESF) Program in the amount of \$6,375,560 from the United States Department of Justice, Bureau of Justice Administration for the period of January 20, 2020 through January 20, 2022;
- b. Execute on behalf of the City, the Grant Award Agreement and submit any other necessary agreements and documents relative to the grant award, subject to the review and approval of the City Attorney as to form;
- c. Submit to the grantor on behalf of the City, requests for drawdown of funds for payments of reimbursements of the City funds expended for approved grant purposes;
- d. Execute a Memorandum of Understanding with the Los Angeles World Airports for the distribution of the FY20 CESF Program funds for the period of January 20, 2020 through January 20, 2022 with a total not to exceed \$775,970, subject to the review and approval of the City Attorney as to form;
- e. Negotiate and execute a contract with a vendor to develop a City of Los Angeles Coronavirus (COVID-19) Pandemic After Action Report/Improvement Plan for a term up to 24 months, within the grant performance period, in an amount not to exceed \$156,600, subject to the review and approval of the City Attorney as to form;

- f. Negotiate and execute a contract with a vendor to design and implement an Emergency Operations Center (EOC) situation status report platform for a term up to 24 months, within the grant performance period, in an amount not to exceed \$93,800, subject to the review and approval of the City Attorney as to form;
 - g. Negotiate and execute a contract with a vendor to design and implement the EOC audio/visual upgrades for a term up to 24 months, within the grant performance period, in an amount not to exceed \$51,335, subject to the review and approval of the City Attorney as to form;
 - h. Negotiate and execute a contract with a vendor to provide cleaning and disinfection services at the EOC for a term up to 24 months, within the grant performance period, in an amount not to exceed \$16,000, subject to the review and approval of the City Attorney as to form;
 - i. Receive, deposit into, and disburse from a new FY20 Coronavirus Emergency Supplemental Fund, the grant funds from the FY CESF Program grant award;
 - j. Prepare Controller instructions for any technical adjustments as necessary to implement Mayor and Council intentions, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions;
2. Approve the FY20 CESF Program budget and authorize the Mayor’s Office of Public Safety to expend the grant in accordance with the approved budget;
3. Adopt the FY20 CESF Grant Budget (Attachment to the Mayor’s transmittal dated September 1, 2020), and authorize the Mayor to create new appropriation accounts within the new FY20 CESF Grant Fund No. XXX for the FY20 CESF Program grant as follows:

<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
46T135	EMD	\$ 128,883.18
46T935	EMD Grant Allocation	459,005.82
46T904	LAWA	775,970.00
46T138	LAFD	250,000.00
46T938	LAFD Grant Allocation	1,750,000.00
46T170	LAPD	2,499,816.00
46T146	Mayor	364,305.00
46T299	Reimbursement of General Fund Costs	147,580.00
Total		\$ 6,375,560.00

4. Authorize the Controller to:
- a. Establish a new interest-bearing fund entitled “FY20 Coronavirus Emergency Supplemental Fund Program,” and create a receivable in the Fund in the amount of \$6,375,560 for the FY20 CESF Program grant;

- b. Expend and receive funds upon representation of documentation and proper demands from the Mayor's Office of Public Safety to reimburse City departments for approved FY20 CESF Program grant purchases;
- c. Transfer funds between appropriation accounts upon request by the Mayor, pursuant to modifications of the grantor approved by the grantor;
- d. Transfer appropriations from the FY20 CESF Grant Fund No. XXX, Department No. 46, to the General Fund to reimburse the General Fund for FY20 CESF for the FY20 CESF as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
XXX/46	46T138	LAFD	\$ 250,000.00
XXX/46	46T146	Mayor	364,305.00
XXX/46	46T135	EMD	128,883.18
XXX/46	46T170	LAPD	2,499,816.00
Total			3,243,004.18

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
100/38	001098	Variable Staffing Overtime	\$ 250,000.00
100/46	001020	Grant Reimbursed Salaries	364,305.00
100/35	001090	Overtime, General	128,883.18
100/70	001092	Overtime, Sworn	2,499,816.00
Total			3,243,004.18

- e. Transfer up to \$147,580 from Fund No. XXX, Account No. 46T299, to the General Fund, Department No. 46, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits; and,
- f. Transfer cash from Fund XXX/46 to reimburse the General Fund, on an as-needed basis, upon presentation of proper documentation from City Departments, subject to the approval of the Mayor's Office of Public Safety.

SUMMARY

The Mayor's Office of Public Safety requests authority to accept a grant award in the amount of \$6,375,560 from the United States Department of Justice, Bureau of Justice Administration for the Fiscal Year 2020 Coronavirus Emergency Supplemental Funding (FY20 CESF) Program for a period of January 20, 2020 through January 20, 2022. No matching funds are required.

The CESF Program provides funding to assist eligible states, local units of government, and tribes in preventing, preparing for, and responding to the Coronavirus. The Mayor's Office submitted an application on behalf of the City of Los Angeles on May 27, 2020 and received a notification of award on June 8, 2020 in the amount of \$6,375,560.

The FY20 CESF Program grant award is allocated as follows:

Department	Allocation
Emergency Management Department	\$ 587,889
Los Angeles World Airports	775,970
Los Angeles Fire Department	2,000,000
Los Angeles Police Department	2,499,816
Mayor's Office	511,885
Total	\$ 6,375,560

The Emergency Management Department will be allocated \$587,889 to support a number of Coronavirus response and recovery. This includes personnel overtime costs to manage ongoing response and recovery; contractual services for a customized, secure web-based incident management application system at the City's Emergency Operations Center (EOC); contractual services for audio and visual systems configurations; protective and cleaning equipment for the EOC; and, contractual services to develop the City of Los Angeles COVID-19 Pandemic After Action Report/Improvement Plan.

A total of \$775,970 will be budgeted for the Los Angeles World Airports to maintain safe operations for its stakeholders as well as provide contractual services to build a virtual situational awareness platform that integrates with the EOC.

The Los Angeles Fire Department (LAFD) will be allocated \$2,000,000 for specialized decontamination equipment and personnel overtime costs to support the Coronavirus disinfection operations for LAFD fire stations and facilities throughout the City.

A total of \$2,499,816 will be budgeted for the Los Angeles Police Department for personnel overtime to provide enforcement of local health and safety orders.

The Mayor's Office of Public Safety will be responsible for the management and administration of the grant award. Funding in the amount of \$511,885 (\$364,305 for salary expenditures and \$147,580 for fringe benefits) will support the Mayor's Office staff coordinating the FY20 CESF Program grant.

The Mayor's transmittal dated September 1, 2020 provides a detailed description of the projects to be completed as part of the FY20 CESF Program.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will provide a total allocation of \$6,375,560 to various City departments from the Fiscal Year 2020 Coronavirus Emergency Supplemental Funding Program grant award. There is no impact to the General Fund as a result of the recommendations in this report. No matching funds are required.

FINANCIAL POLICIES STATEMENT

The recommendations provided in this report are in compliance with the City's Financial Policies in that one-time grant funding will be utilized for one-time program expenditures.

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