



ERIC GARCETTI

MAYOR

September 1, 2020

Honorable Members of the City Council  
c/o City Clerk  
Room 395, City Hall

Re: Notification of Application and Request for Authority to Accept Grant Award for the Fiscal Year 2020 Coronavirus Emergency Supplemental Funding Program

Dear Honorable Members:

Pursuant to Section 14.6 of the Los Angeles Administrative Code, the Mayor's Office of Public Safety is providing notification to the City Council of the submission of a grant application for the Fiscal Year 2020 Coronavirus Emergency Supplemental Funding (FY20 CESF) Program administered by the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA). The DOJ released a formula grant solicitation for the CESF program on March 30, 2020. The FY20 CESF has a grant period of performance from January 20, 2020 to January 20, 2022.

Coronavirus Emergency Supplemental Funding Program (CESF)

The CESF Program provides funding to assist eligible states, local units of government, and tribes in preventing, preparing for, and responding to the coronavirus. Funding is authorized under federal statutory authority by Division B of H.R. 748, Pub. L. No. 116-136 (Emergency Appropriations for Coronavirus Health Response and Agency Operations); 28 U.S.C. 530c.

Eligible applicants to apply under the CESF Program solicitation include entities that were identified as eligible for funding under the Fiscal Year 2019 State and Local Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The Mayor's Office submitted an application on behalf of the City of Los Angeles on May 27, 2020 containing a proposed program narrative (Attachment 1) and grant budget (Attachment

2). On June 8, 2020, the Mayor's Office received notification of award in the amount of \$6,375,560.00 (Attachment 3).

Transmitted herewith for consideration by the City Council is a request to accept the FY20 CESF grant funds for the City of Los Angeles. There is no match requirement associated with this grant award.

### *Los Angeles Emergency Management Department*

A total of \$587,889.00 is allocated to the Emergency Management Department (EMD) to support a number of coronavirus response and recovery-related projects.

#### *Personnel*

EMD activated the City's Emergency Operations Center (EOC) to its highest level in response to the Mayor's Proclamation of a Local Emergency in response to COVID-19. EMD staff are tasked with coordinating citywide situational awareness and resources with emergency managers from City departments to keep up with pressing needs. A total of \$265,000.00 will fund EMD personnel overtime costs to manage the ongoing response and recovery.

#### *Web-Based Situational Awareness System*

EMD received an allocation of \$93,800 to select a contractor to build and customize a secure web-based incident management application system at the City EOC. The system will provide a more effective tool to share information, manage resources, provide incident status updates, and maintain situational awareness in a real-time environment to promptly acquire critical resources that are needed by frontline responders, employees, and the public.

#### *EOC Audio/Visual System*

To meet health and safety considerations of physical distancing for essential responders, EMD will utilize \$51,335 to contract with a vendor to update existing spaces with teleconferencing capabilities. The selected vendor will evaluate, purchase, install, and configure audio and visual systems to conduct meetings with large and small numbers of virtual participants.

#### *EOC Cleaning Services and Supplies*

As the City EOC continues to be staffed with responders from City departments, liaison officers, and other essential partners, \$21,154 will be utilized for personal protective equipment (PPE), disinfectant supplies, and specialized cleaning. Of these funds, \$16,000 will be for a selected vendor to provide enhanced sanitation and cleaning services for the EOC facility.

#### *City of Los Angeles COVID-19 Pandemic After Action Report*

In emergencies, City departments and public safety agencies must objectively evaluate the effectiveness of its response and plan accordingly. Due to the complexities of the

response and number of response partners who will be involved in the process, a contractor will be hired to develop the City of Los Angeles COVID-19 Pandemic After Action Report/Improvement Plan for an allocation of \$156,600. The scope of work will include: conducting workshops, interviews, and debriefings with all relevant stakeholders for a comprehensive review of response actions; developing a detailed report with an executive summary; and drafting an improvement plan. The selected vendor will also follow Federal Emergency Management Agency (FEMA) guidelines and principles for consistent review.

### *Los Angeles World Airports*

LAWA received a total of \$775,970 to support coronavirus response and recovery projects.

#### *Airport Continuity of Operations*

LAWA owns and operates the Los Angeles International (LAX) and Van Nuys (VNY) airports and seeks to improve response and monitoring capabilities to maintain safe operations for its stakeholders — including airline companies, concessionaires, traveling passengers, and its workforce. Of the amount LAWA received, \$634,970 will be used to create sanitary environments utilizing improved decontamination protocols, equipment, and data analytics. Cleaning protocols include the use of varying disinfection tools for large spaces as well as items such as portable sterilizers to provide deep cleaning for vehicles and small spaces. This allocation will also fund improvements in passenger and staff screening operations by procuring temperature screening equipment for employee and traveler safety.

#### *Web-Based Situational Awareness Solutions for Incident Management*

In coordination with EMD, LAWA will also invest in a virtual situational awareness platform for mapping data, section reporting, resource requests, and managing workflow — a key component to the success of EOC and department operations center response. LAWA received \$141,000 to select a vendor to build platform requirements that integrate with the City EOC and comply with federal regulations, provide system support, and purchase licensing fees.

### *Los Angeles Fire Department*

#### *Decontamination Task Forces*

The Los Angeles Fire Department (LAFD) received an allocation of \$2,000,000 to support disinfection and sanitation operations utilizing the expertise and training of the Joint Hazard Assessment Team (JHAT). LAFD will be equipped to activate decontamination task forces across the City with disinfection assets for sanitation of gathering spaces, both indoor and outdoor, of varying scale and configuration. The resources will be managed among four bureaus. Of the total allocation, \$1,215,459.00 will be invested in specialized decontamination equipment, \$534,541.00 in decontamination agents and pandemic health and safety supplies for responders, and

\$250,000 for personnel overtime to support coronavirus disinfection operations around the City.

Los Angeles Police Department

*Support Personnel*

The Los Angeles Police Department (LAPD) received a total allocation of \$2,499,816.00 for personnel overtime in support of the response to COVID-19. Sworn officers have and continue to provide enforcement of the health and safety orders in support of City safer-at-home initiatives, homeless shelters, and COVID-19 testing sites across the city.

Mayor's Office

*Grant Management and Administration*

The Mayor's Office of Public Safety is the designated administrator and fiscal agent for the FY 20 CESF program responsible for grant management and administration on behalf of the applicants. \$511,885 is allocated for Mayor's Office staff support. Of this amount, \$364,305.00 is allocated to salaries and \$147,580.00 for fringe benefits. A team of grant specialists, accountants, and contract specialists coordinate with departments and the grantor, manage fiscal accounting and monitoring, manage equipment and supply procurements, drafts and negotiates service contracts, and conducts day-to-day administration with department stakeholders.

Recommendations

IT IS, THEREFORE requested that the City Council:

1. AUTHORIZE the Mayor, or designee, to:
  - a. Accept on behalf of the City the FY 2020 Coronavirus Emergency Supplemental Funding Program (FY20 CESF) in the amount of \$6,375,560.00 from the United States Department of Justice Bureau of Justice Administration for the period effective from January 20, 2020 to January 20, 2022;
  - b. Execute the Grant Award Agreement on behalf of the City and submit any other necessary agreements and documents relative to the grant award, subject to the approval of the City Attorney as to form;
  - c. Approve the FY 2020 Coronavirus Emergency Supplemental Funding Program (FY20 CESF) budget and authorize the Mayor's Office of Public Safety to expend the grant in accordance with the approved budget;

- d. Submit to the grantor on behalf of the City requests for drawdown of funds for payment of reimbursements of the City funds expended for approved grant purposes;
  - e. Execute a Memorandum of Understanding with Los Angeles World Airports for the distribution of FY20 CESF funds for the period of January 20, 2020 to January 20, 2022, for a total not to exceed \$775,970 and authorize the Mayor, or designee, to execute the Memorandum of Understanding, subject to the approval of the City Attorney as to form;
  - f. Negotiate and execute a contract with a vendor to develop a City of Los Angeles 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 approval of the City Attorney as to form;
  - g. Negotiate and execute a contract with a vendor to design and implement an 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 approval of the City Attorney as to form;
  - h. Negotiate and execute a contract with a vendor to design and implement 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 approval of the City Attorney as to form;
  - i. 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 approval of the City Attorney as to form; and
  - j. Receive, deposit into, and disburse from a new FY20 Coronavirus Emergency Supplemental Fund, the grant funds from the FY20 CESF grant award.
2. 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 \$6,375,560.00 for the FY20 CESF grant;
  - b. Expend and receive funds upon presentation of documentation and proper demand by the Mayor's Office of Public Safety to reimburse City departments for approved FY20 CESF grant purchases;

- c. Transfer funds between appropriation accounts upon request by the Mayor, pursuant to modifications of the grant approved by the grantor;
3. ADOPT the attached FY20 CESF Grant Budget and authorize the Mayor to create new appropriation accounts within the new FY20 CESF Grant Fund No. XXX as follows:

<u>Appropriation Acct. No.</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	<u>\$147,580.00</u>
<b>Total</b>		<b>\$6,375,560.00</b>

4. TRANSFER appropriations from FY20 CESF Grant Fund No. XXX, Department 46, to the General Fund to reimburse the General Fund for FY20 CESF as follows:

From:

<u>Fund/ Dept.</u>	<u>Account No.</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	<u>\$2,499,816.00</u>
<b>Total</b>			<b>\$3,243,004.18</b>

To:

<u>Fund/Dept.</u>	<u>Account No.</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	<u>\$2,499,816.00</u>
<b>Total</b>			<b>\$3,243,004.18</b>

5. AUTHORIZE the Controller to 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
6. AUTHORIZE the Controller to 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; and
7. AUTHORIZE the Mayor, or designee, to prepare Controller instructions for any technical adjustments, subject to approval of the CAO, and authorize the Controller to implement the instructions.

Sincerely,



ERIC GARCETTI  
Mayor

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Attachments

- 1 Grant Application Program Narrative
- 2 Grant Budget Detail Worksheet
- 3 Award Letter