



Los Angeles World Airports

REPORT TO THE

BOARD OF AIRPORT COMMISSIONERS

Item Number
here

Aura Moore

Approved by: Aura Moore, Deputy Executive Director and
Chief Information Officer

Michelle D. Schwartz

Reviewed by: Michelle Schwartz, Chief Corporate Strategy
and Affairs Officer

D. D'Ag

City Attorney

JH

Justin Erbacci, Chief Executive Officer

Meeting Date:

10/1/2020

CAO Review:

Completed
 Pending
 N/A

<u>Reviewed for</u>	<u>Date</u>	<u>Approval Status</u>	<u>By</u>
Finance	9/15/2020	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> NA	RW
CEQA	9/10/2020	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	VW
Procurement	9/18/2020	<input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Cond	MJ
Guest Experience	9/15/2020	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	BY
Strategic Planning	9/11/2020	<input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> NA	KCDL

SUBJECT: Third Amendment to DA-5143 with Birdi Systems, Inc. for Ongoing Technical Support and Maintenance Services for the Credentialing System.

Approve the Third Amendment to Contract No. DA-5143 with Birdi Systems, Inc. to extend the term for an additional nine-months and to increase the contract authority by an amount not-to-exceed \$358,363, for a total of \$3,535,756, for ongoing technical support and maintenance services for the Credentialing System at Los Angeles World Airports.

RECOMMENDATIONS:

Management RECOMMENDS that the Board of Airport Commissioners:

1. ADOPT the Staff Report.
2. DETERMINE that this action is administratively exempt from the California Environmental Quality Act (CEQA) pursuant to Article II, Section 2.f. of the Los Angeles City CEQA Guidelines.
3. FIND that the work can be performed more economically or feasibly by an independent contractor than by City employees.

4. FIND that pursuant to Los Angeles Administrative Code Section 10.15(a)(10) and Los Angeles Charter Section 371(e)(10) that the services to be provided under this contract involve the performance of professional, expert, technical and other special services such that the use of competitive bidding would be impractical and undesirable.
5. APPROVE the Third Amendment to Contract No. DA-5143 with Birdi Systems, Inc. to extend the term for an additional nine-months and to increase the contract authority by an amount not-to-exceed \$358,363, for a total of \$3,535,756, for ongoing technical support and maintenance services for the Credentialing System at Los Angeles World Airports.
6. AUTHORIZE the Chief Executive Officer or designee to execute the contract amendment after approval as to form by the City Attorney and approval by the Los Angeles City Council.

DISCUSSION:

1. Purpose

LAWA is in the process of implementing a new Identity Management and Credentialing System (IMCS) that will replace the existing Credentialing System (CS). The existing CS and new IMCS need to operate in parallel to ensure that the IMCS and its components are fully functional prior to permanently decommissioning the existing CS. An amendment to the existing CS O&M contract with Birdi Systems, Inc. (Birdi) is needed to support the parallel operations of the current Credentialing System (CS) until the new IMCS is commissioned and the current CS is decommissioned.

2. Prior Related Actions

- **October 20, 2016 - Resolution No. 26081 (DA-5143)**
The Board of Airport Commissioners (Board) approved a one-year contract with two, one-year renewal options to Birdi & Associates, Inc. (Birdi) for technical support and maintenance services for the Credentialing System at Los Angeles International Airport (LAX) for an amount not-to-exceed \$629,600.
- **September 7, 2017 - Resolution No. 26327 (DA-5143A)**
The Board approved the First Amendment to Contract No. DA-5143 with Birdi to increase the contract authority by \$1,951,800 for a total amount not-to-exceed \$2,581,400 for ongoing technical support, maintenance, and system enhancement services for the Credentialing System at LAX.
- **August 1, 2019 - Resolution No. 26820 (DA-5143B)**
The Board approved the Second Amendment to Contract No. DA-5143 with Birdi to extend the contract term for one additional year and to increase the contract authority by \$595,993 for a total amount not-to-exceed \$3,177,393 for ongoing technical support and maintenance services for the existing CS at Los Angeles World Airports (LAWA). This contract will expire on November 30, 2020.

3. Current Action

LAWA is in the process of implementing a new IMCS that will replace the existing CS. The IMCS will provide LAWA with a stable, sustainable, and more efficient system, and enhance the interface between the CS, other airport security systems and employee vetting agencies, including the California Department of Justice (CalDOJ). A web-based portal will provide end-to-end automation to allow applicants and authorized signers to submit paperless applications, track status, schedule appointments, and communicate with LAWA's Security Credentials Section.

The existing CS and new IMCS need to operate in parallel to ensure that the IMCS and its components are fully functional prior to permanently decommissioning the existing CS. Transition to the new IMCS will occur through the requested extension period. Approval of this contract amendment will allow for the provision of the services required to maintain continuity in badging operations in compliance with the Transportation Security Administration (TSA) regulatory mandates. In the event that the IMCS is commissioned ahead of schedule, the contract may be terminated early.

Action Requested

Staff requests that the Board authorize the Chief Executive Officer to execute the Third Amendment to Contract No. DA-5143 with Birdi Systems, Inc. to extend the term for an additional nine-months and to increase the contract authority by an amount not-to-exceed \$358,363, for a total amount of \$3,535,756, for ongoing technical support and maintenance services for the existing credentialing system.

Contract expenditures are as follows:

SUMMARY OF CURRENT EXPENDITURES	
Description	Expenditures
Base Maintenance Services	\$ 2,006,040
TSA Mandated and Other As-Needed System Changes	\$ 873,169
3 rd Party Software Licenses	\$ 277,513
Total Expenditures to Date	\$ 3,156,722
Current Not-to-Exceed Amount	\$ 3,177,393
Remaining Contract Authority	\$ 20,671

ESTIMATED SERVICES AND EXPENDITURES UNDER THIRD AMENDMENT	
Description	Expenditures
Base Maintenance Services	\$ 353,700
System Transition Support	\$ 12,000
3 rd Party Software Licenses	\$ 13,334
Total Third Amendment Cost	\$ 379,034
Remaining Contract Authority	\$ 20,671
Additional Contract Authority Needed	\$ 358,363
Current Not-to-Exceed Contract Authority	\$ 3,177,393
New Not-to-Exceed Contract Amount*	\$ 3,535,756

* Notes: Costs for individual line items may vary, but the total expenditures shall not exceed \$3,535,756

Fiscal Impact

- Costs incurred under this contract will be recovered through landing fees, terminal rates, and charges, as well as through non-aeronautical revenues.
- Expenditures for past fiscal years are as follows:
 - Fiscal Year 2016-17: \$348,632 was committed to date for the maintenance, repairs and related services for the Credentialing System.
 - Fiscal Year 2017-18: \$1,301,259 was used to provide maintenance, repairs and related services for the Credentialing System.
 - Fiscal Year 2018-19: \$629,702 was committed to date for the maintenance, repairs and related services for the Credentialing System.
 - Fiscal Year 2019-20: \$624,879 was committed to date for the maintenance, repairs and related services for the Credentialing System.
 - Fiscal Year 2020-21: \$252,250 was committed to date for the maintenance, repairs and related services for the Credentialing System.

4. Alternatives Considered

- ***Take No Action***

The existing CS and new IMCS need to operate in parallel to complete the full transition to the new IMCS. Without the contract extension, IMTG will not be able to support parallel operations, and will not have the ability to expeditiously restore the existing CS system to full operation if needed.

APPROPRIATIONS:

Funds for this contract are available in the FY 2020-21 Los Angeles World Airports Operating Budget in LAX Cost Center 1170072 – IT Public Safety and Security, Commitment Item 520 – Contractual Services and Commitment Item 522 – Materials & Supplies. Funding for subsequent years will be requested as part of the annual budget process.

STANDARD PROVISIONS:

1. This item, as a continuing administrative, maintenance and personnel-related activity, is administratively exempt from California Environmental Quality Act (CEQA) requirements pursuant to Article II, Section 2.f. of the Los Angeles City CEQA Guidelines.
2. This proposed document(s) is/are subject to approval as to form by the City Attorney.
3. Actions taken on this item by the Board of Airport Commissioners will become final pursuant to the provisions of Los Angeles City Charter Section 373.
4. Birdi Systems, Inc. is required by contract to comply with the provisions of the Service Contractor Worker Retention and/or Living Wage Ordinance.
5. Procurement Services had reviewed this action (File No. 9606). No mandatory Small Business Enterprise, Local Business Enterprise/Local Small Business Enterprise, and Disabled Veterans Business Enterprise goals for this project has been set, as no subcontracting opportunities were identified. However, as a certified SBE firm, Birdi & Associates, Inc. is credited with 100% SBE participation.

6. Birdi Systems, Inc. is required by contract to comply with the provisions of the Affirmative Action Program.
7. Birdi Systems, Inc. has been assigned Business Tax Registration Certificate No. 0002162248-0001-3.
8. Birdi Systems, Inc. is required by contract to comply with the provisions of the Child Support Obligations Ordinance.
9. Birdi Systems, Inc. has approved insurance documents, in the terms and amounts required, on file with the Los Angeles World Airports.
10. Pursuant to Charter Section 1022, staff determined the work specified on this contract can be performed more feasibly and economically by Independent Contractors than by City employees.
11. Birdi Systems, Inc. has submitted the Contractor Responsibility Program Pledge of Compliance and will comply with the provisions of the Contractor Responsibility Program.
12. Birdi Systems, Inc. must be determined by Public Works, Office of Contract Compliance to be in compliance with the provisions of the Equal Benefits Ordinance prior to execution of Contract Amendment.
13. Birdi Systems, Inc. will be required to comply with the provisions of the First Source Hiring Program for all non-trade LAX Airport jobs.
14. Birdi Systems, Inc. has submitted the Bidder Contributions CEC Form 55 and will comply with its provisions.
15. Birdi Systems, Inc. will be required to comply with the provisions of the Iran Contracting Act of 2010 Affidavit.