

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER


Date: October 12, 2021

CAO File No. 0220-05601-0003

Council File No. 18-0151

Council District: --

To: The Mayor
The Council

From: Matthew W. Szabo, City Administrative Officer 

Reference: Transmittal from the Mayor's Office dated September 29, 2021; referred for report September 30, 2021

Subject: **FISCAL YEAR 2016 PROGRAM TO PREPARE COMMUNITIES FOR COMPLEX COORDINATED TERRORIST ATTACKS (CCTA) – GRANT MODIFICATIONS, REAPPROPRIATIONS, AND CONTRACTING AUTHORITIES**

RECOMMENDATIONS

That the City Council:

1. Authorize the Mayor, or designee, to:
 - a. Modify the existing grant budget for the FY16 CCTA grant by reallocating funds between projects and conducting the necessary fiscal transfers as described within this report;
 - b. Negotiate and execute a contract with a vendor to develop a final grant report for the Complex Coordinated Terrorist Attack grant, for a term of up to 12 months within the FY 2016 CCTA grant performance period for a contract amount not to exceed \$26,288.92, subject to the approval of the City Attorney as to form;
 - c. Negotiate and execute a contract with a vendor to plan and conduct a final CCTA grant workshop to deliver final products and recommendations for regional use for a term of up to 12 months within the FY 2016 CCTA grant performance period for a contract amount not to exceed \$46,381.27, subject to the approval of the City Attorney as to form;
2. Authorize the Controller to:
 - a. Transfer and create new appropriation accounts within Fund 60H, Department 46, FY16 CCTA Grant as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
60H/46	46P668	Partner Jurisdiction	\$ 45,972.89
60H/46	46P946	Grant Management and Administration	6,288.92
60H/46	46S299	Reimbursement of General Fund Costs	1,838.87
60H/46	46T170	LAPD	17,288.25
60H/46	46T299	Reimbursement of General Fund Costs	7,615.81
Total			\$ 79,004.74

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
60H/46	46P304	Contractual	\$ 26,288.92
60H/46	46P946	Grant Management and Administration	25,972.89
60H/46	46V146	Mayor	2,995.27
60H/46	46V170	LAPD	17,288.25
60H/46	46V299	Reimbursement of General Fund Costs	6,459.41
Total			\$ 79,004.74

- b. Transfer appropriations from Fund 60H, Department 46, FY16 CCTA Grant to the General Fund to reimburse CCTA grant-related expenditures as follows:

TRANSFER FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
60H/46	46V146	Mayor	\$ 2,995.27
60H/46	46V170	LAPD	17,288.25
Total			\$ 20,283.52

TRANSFER TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
100/46	001020	Grant Reimbursed	\$ 2,995.27
100/70	001092	LAPD Overtime Sworn	17,288.25
Total			\$ 20,283.52

- c. Transfer up to \$6,459.41 from Fund 60H, Account 46V299 to Fund 100, Department 46, Revenue Source 5346, Related Cost Reimbursement for Grants, for reimbursement of grant-funded fringe benefits;
- d. Transfer cash from Fund 60H, Department 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
3. 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.

SUMMARY

The goal of FY16 CCTA program, funded by the United States Department of Homeland Security Federal Emergency Management Agency, is to collaborate with communities to prepare for, prevent, and respond to coordinated terrorist attacks. The Los Angeles/Long Beach Urban Area and the Anaheim/Santa Ana Urban Area have partnered together as the Los Angeles/Orange County (LA/OC) Region to fulfill the CCTA program objective. A number of law enforcement, fire service, and emergency preparedness agencies form the CCTA Working Group responsible for program implementation including: Anaheim Police Department, Los Angeles Area Fire Chiefs Association, Los Angeles County Police Chiefs Association, Long Beach Fire Department, Long Beach Police Department, Los Angeles County Department of Health Services, Los Angeles County Fire Department, Los Angeles County Office of Emergency Management, Los Angeles County Sheriff's Department, City of Los Angeles Emergency Management Department, Los Angeles Fire Department (LAFD), Los Angeles Police Department (LAPD), City of Los Angeles World Airports, Port of Los Angeles, and the Santa Ana Police Department. The Mayor's Office is responsible for overall grant management and administration.

On June 8, 2018, Council authorized the Mayor's Office to accept the Fiscal Year 2016 Program to Prepare Communities for Complex Coordinated Terrorist Attacks (CCTA) Grant from the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), in the amount of \$1,223,225 with a grant performance period from September 1, 2017 through August 31, 2020.

On May 21, 2020, the Mayor's Office submitted a request to the Grantor to extend the grant performance period through May 31, 2021. The Grantor approved the extension on June 4, 2020. Due to the coronavirus pandemic, on January 19, 2021, the Grantor allowed another extension through May 31, 2022. On June 1, 2021, Council approved the extension of the revised FY16 CCTA grant performance period through May 31, 2022.

The Mayor's Office now requests authority for grant modifications and reappropriation of funds for the CCTA Grant. The CCTA projects outlined in this report were approved by the Grantor on July 2, 2021, and this request continues funding for these projects through the end of the grant performance period of May 31, 2022.

Budget Modifications

Due to cancellation of CCTA training courses in 2020 attributed to the COVID-19 pandemic, the CCTA grant program received returned funds from the Anaheim Police Department (APD) in the amount of \$45,972.89. This amount was approved for modification by the Grantor as detailed below:

CCTA Final Report

The CCTA grant program will contract with a vendor to provide services in developing a culminating final report to review all grant planning, training, and exercise activities related to the program. The

report will provide a complete reporting of grant activities and recommendations for further actions as needed. Additionally, the report will include the survey and analysis of capability gaps with the conclusion of the grant program. The report will be funded using \$20,000 of the \$45,972.89 in returned funds from APD, as well as cost savings from Grant Management and Administration in the amount of \$6,288.92.

The Mayor's Office requests authority to contract with a vendor to research and develop a culminating final report to review CCTA activities in an amount not to exceed \$26,288.92.

CCTA Final Workshop

As approved by the Grantor, the CCTA grant program includes a culminating workshop to present findings and recommendations for whole community responses to CCTAs. The Mayor's Office will utilize \$25,972.89 in returned funds from APD and \$20,408.38 in previously approved workshop funds to conduct this final workshop.

The Mayor's Office is requesting authority to contract with a vendor to plan and deliver the CCTA final workshop in the amount of \$46,381.27.

Reappropriations

Los Angeles Police Department

The Los Angeles Police Department continues to support CCTA grant activities through planning, training, and exercises. The Mayor's Office is requesting a total of \$17,288.25 be reappropriated for continued staff support for CCTA grant program projects.

Mayor's Office

The Mayor's Office is requesting a total of \$9,454.68 be reappropriated for continued staff support for CCTA grant program management and administration.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. Approval of the recommendations in this report will reappropriate \$79,004.74 in Fiscal Year 2016 Program to Prepare Communities for Complex Coordinated Terrorist Attacks Grant funding to continue support for grant objectives. There is no match requirement for this grant.

FINANCIAL POLICIES STATEMENT

The recommendations in this report are in compliance with the City's Financial Policies in that all grant funds will be utilized for grant-eligible activities.