

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: October 14, 2021

CAO File No. 0220-05832-0001  
Council File No. 13-1301-S3  
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 on September 30, 2021; additional information received on October 13, 2021

Subject: **ACCEPTANCE OF THE FISCAL YEAR 2021 SECURING THE CITIES GRANT PROGRAM – NOTIFICATION OF APPLICATION AND REQUEST FOR AUTHORITY TO ACCEPT COOPERATIVE AGREEMENT**

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### RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to:
  - a. Accept on behalf of the City of Los Angeles (City), the Securing the Cities Program Sustainment Fiscal Year 2021 Budget Period 2 (FY21 STC) award in the amount of \$775,000 from the U.S. Department of Homeland Security-Countering Weapons of Mass Destruction for the period effective from September 1, 2020 through August 31, 2030;
  - b. Negotiate and execute amendments to the Memorandum of Agreements, subject to the approval of the City Attorney as to form and legality, for distribution of grant funds in accordance with budget allocations for FY21 STC with the Port of Los Angeles and Los Angeles World Airports for contract amounts not to exceed amounts listed in Attachment 2 of the Mayor's Office's transmittal, subject to the approval of the City Attorney as to form;
  - c. Negotiate and execute amendments to subrecipient agreements with the Los Angeles County Sheriff's Department, Consolidated Fire Protection District of Los Angeles County, Los Angeles County Department of Public Health, Long Beach Police Department, Orange County Sheriff's Department, California Highway Patrol, Riverside Police Department, Riverside Fire Department, and Ontario Fire Department, for contract amounts not to exceed amounts listed in Attachment 2 of the Mayor's Office's transmittal, subject to the approval of the City Attorney as to form;
  - d. Release requests for proposals, evaluate proposals, and negotiate contracts for the purchase of approved equipment and training including consulting services as detailed in the FY21 STC grant budget;

- e. Receive, deposit into, and disburse from the FY20 STC grant fund;
- 2. Adopt the FY21 STC Sustainment grant budget and authorize the Mayor’s Office of Public Safety to expend the grants in accordance with the approved budgets;
- 3. Authorize the Controller, or designee, to:
  - a. Create new appropriations in Fund 64G, Department 46, “FY20 STC” in the amount of \$775,000.00 as follows:

<u>Fund/Dept</u>	<u>Account</u>	<u>Account Name</u>		<u>Amount</u>
64G/46	46V730	Equipment	\$	27,500.00
64G/46	46V668	Partner Jurisdiction		178,687.50
64G/46	46V904	LAWA		26,250.00
64G/46	46V942	POLA		28,500.00
64G/46	46V138	LAFD Salaries		26,250.00
64G/46	46V170	LAPD Salaries		94,312.50
64G/46	46V146	Mayor Salaries		248,429.00
64G/46	46V299	Reimbursement of General Fund Costs		100,987.00
64G/46	46V946	Management and Administration		44,084.00
			<b>Total</b>	<b>\$ 775,000.00</b>

- b. Transfer appropriations from Fund 64G, Department 46, FY20 STC, to the General Fund to reimburse STC-related expenditures as follows:

**TRANSFER FROM:**

<u>Fund/Dept</u>	<u>Account</u>	<u>Account Name</u>		<u>Amount</u>
64G/46	46V146	Mayor Salaries	\$	248,429.00
64G/46	46V138	LAFD Salaries		26,250.00
64G/46	46V170	LAPD Salaries		94,312.50
			<b>Total</b>	<b>\$ 368,991.50</b>

**TRANSFER TO:**

<u>Fund/Dept</u>	<u>Account</u>	<u>Account Name</u>		<u>Amount</u>
100/46	001020	Grant Reimbursed Salaries	\$	248,429.00
100/38	001098	Overtime Variable Staffing		26,250.00
100/70	001092	Overtime Sworn		94,312.50
			<b>Total</b>	<b>\$ 368,991.50</b>

- c. Transfer up to \$100,987.00 from Fund 64G, Account 46V299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, for reimbursement of grant-funded fringe benefits;
- d. Transfer cash from Fund 64G/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

4. 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 Mayor's Office of Public Safety (Mayor's Office) requests the authority to accept the Fiscal Year 2021 Securing the Cities (FY21 STC) Sustainment Grant Program award in the amount of \$775,000. The grant program is a cooperative agreement with a performance period effective September 1, 2020 through August 31, 2030. There is no match requirement for this grant.

### **Program Background**

The Securing the Cities (STC) Program is administered by the United States Department of Homeland Security-Countering Weapons of Mass Destruction Office (CWMD) (Grantor) to assist state, local, tribal, and territorial governments in developing a robust infrastructure to detect radiological or nuclear materials and encourage coordination between the different levels of government. The City of Los Angeles (City) was first awarded STC funding in October 2012 to launch the Los Angeles-Long Beach (LA-LB) Urban Area STC Program (Council Files 13-1301, 1301-S1, and 13-1301-S2).

The STC Sustainment grant was established by the Grantor in 2020 to sustain STC programs through August 31, 2030, and is divided into annual cycles or Budget Periods. The Mayor's Office is required to reapply for funding for each subsequent grant year and request Council approval to accept the next grant award. The City was awarded the FY20 STC Sustainment grant in the amount of \$2,171,899 on September 11, 2020 for the period September 1, 2020 through August 31, 2021, or Budget Period 1.

The Mayor's Office submitted an application for funding on behalf of the LA-LB STC Program on June 30, 2021. The City of Los Angeles was awarded \$775,000.00 in FY21 STC funds on July 27, 2021 for the period of September 1, 2021 through August 31, 2022, or Budget Period 2. There is no match requirement for this grant.

### **Fiscal Year 2021 Securing the Cities Sustainment Budget**

Funding from the grant will be allocated towards City departments and partnering agencies within the LA-LB area:

#### Preventive Nuclear/Radiological Detection (PRND) Equipment Maintenance (\$27,500)

Maintenance by qualified technicians and the anticipated need for equipment repairs of LA-LB STC Program purchased units is budgeted in the amount of \$27,500.00 to sustain operational readiness of any damaged or malfunctioning units needing repairs/service for personal radiation devices (PRDs), radio-isotope identifying devices (RIIDs), radiation detection backpacks, and radiation detection mobile systems. Costs also cover necessary packing and shipping of LA-LB STC Program purchased units.

### Training Centers and Radiation Safety (\$31,000)

The LA-LB STC Program continues to utilize two regional training locations, each with source materials for radiation detection training. Licensing for these sites and the calibration laboratory is required by the State of California for all regulated source materials. Annual sustainment cost of this license is approximately \$8,000.00, depending on the amount of source material in possession and the number of training facilities.

To maintain source materials at each training site, trained Radiation Safety Officers (RSOs) and Authorized Users (AU) are required by the State of California and listed on the program's radioactive materials license. RSO/AU training and transportation certifications are necessary to ensure the safety of STC class participants and the training cadre. Due to re-assignments, transfers, and attrition, \$9,000.00 is allocated for replacement training of RSOs/AUs and another \$9,000.00 is allocated for these individuals to also attend United States Department of Transportation training for radiation transportation safety.

Additionally, the training and exercise source material used for primary screening classes and exercises requires consistent leak testing every six months. Due to this maintenance requirement, overtime funding will be allocated to the Los Angeles Police Department (LAPD) and Los Angeles County Department of Public Health (LACDPH) to remain in compliance with this regulation and to perform quarterly equipment calibration. Overtime funding for this purpose is included in the Department allocations detailed in Attachment 2 of the Mayor's Office's transmittal.

The LA-LB STC Equipment Calibration Laboratory is used for conducting PRD calibration for the entire region. Equipment calibration will be conducted quarterly utilizing RSOs and AUs. An allocation of \$5,000.00 for supply costs is provided to support the Calibration Lab for materials and maintenance.

### Partner Jurisdictions Training, Drills, and Exercises (\$354,000)

The LA-LB STC Program partners are allocated a total of \$354,000.00 for CWMD-approved PRND primary and secondary screening training classes, drills and exercises reimbursed from the grant. A breakdown of these costs is detailed in Attachment 2 of the Mayor's Office's transmittal.

The Mayor's Office is requesting contracting authority to amend the subrecipient agreements and memoranda of understanding and as necessary with the partner agencies listed in Attachment 2 of the Mayor's Office's transmittal in order to update the compensation amounts.

### Grant Management and Administration (\$362,500)

The Mayor's Office serves as the grant administrator and fiscal agent for the grant. Collectively, the STC grants staff monitors fiscal accounting, manages equipment and supply procurement, drafts and negotiates service contracts, and handles day-to-day coordination with STC program stakeholders. Funding in the amount of \$248,429 will support the salary costs of existing staff, including one program manager, one grants specialist, one contract specialist, and one accountant. An additional \$100,987 will fund fringe benefits, for a total of \$349,416 for grant administration personnel costs. Furthermore, \$13,084 will fund office supplies and mobile phone services (\$5,000), and program management-related travel as approved by the Grantor (\$8,084).

## **FISCAL IMPACT STATEMENT**

Approval of the recommendations in this report will provide the Mayor's Office authority to accept the Fiscal Year 2021 Securing the Cities Sustainment Grant Program in the amount of \$775,000. Grant funding will support costs to maintain the Los Angeles-Long Beach STC Program as follows: \$27,500 for equipment maintenance; \$31,000 for training center maintenance and radiation safety expenses; \$354,000 to participating partner jurisdictions in the STC program; and \$362,500 for grant management and administration. No matching funds are required. There is no additional impact to the General Fund.

## **FINANCIAL POLICIES STATEMENT**

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

*MWS:AY:04220037*