

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: August 23, 2023

CAO File No. 0220-03695-0297

Council File No. 20-1156

Council District: --

To: The Mayor and Council

From: Matthew W. Szabo, City Administrative Officer

Reference: Transmittal from the Mayor's Office dated December 2, 2022.

Subject: **FISCAL YEAR 2020 URBAN AREAS SECURITY INITIATIVE GRANT – BUDGET MODIFICATIONS AND CONTRACTING AUTHORITIES**

RECOMMENDATIONS

That the Council:

1. Authorize the Mayor, or designee, to retroactively:
 - a. Modify the existing grant budget (Council File No. 20-1156) for the FY20 UASI 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 conduct a course in chemical recognition and signatures for up to one session, for an amount not to exceed \$19,750, and for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form;
 - c. Negotiate and execute a contract with a vendor to conduct a course in spectra analysis and interpretation for up to one session, for an amount not to exceed \$14,750, and for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form;
 - d. Negotiate and execute a contract with a vendor to conduct a course in biological production for up to one session, for an amount not to exceed \$37,568, and for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form;
 - e. Negotiate and execute a sole source contract with the Texas Engineering Extension Service to provide incident management training for an amount not to exceed \$188,650 and a term up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form; and,

- f. Increase contracting authority to the amount of \$150,000 for a Regional Communications Coordinator, subject to the approval of the City Attorney as to form;
- g. Increase contracting authority to the amount of \$200,000 for grant administration contract services, subject to the approval of the City Attorney as to form; and,
- h. Appropriate \$78,151.89 from existing Management & Administration funds to fund a Cybersecurity Program Manager position (also known as the Cybersecurity Policy Director) from September 26, 2022 through May 30, 2023.

2. Authorize the Controller to:

- a. Transfer and create new appropriations within FY20 UASI Homeland Security Grant Fund No. 64E/46 as follows:

TRANSFER FROM:

<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
64E/46	46T668	Partner Jurisdiction	\$ 150,000.00
64E/46	46T946	Grant Management & Administration	78,151.89
Total			\$228,151.89

TRANSFER TO:

<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
64E/46	46T946	Partner Jurisdiction	\$ 150,000.00
64E/46	46W146	Grant Management & Administration	55,564.80
64E/46	46W299	Reimbursement of General Fund Costs	22,587.09
Total			\$228,151.89

- b. Transfer appropriations within FY20 UASI Homeland Security Grant Fund No. 64E/46 to reimburse the General Fund as follows:

TRANSFER FROM:

<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
64E/46	46W146	Mayor	\$ 55,564.80
Total			\$55,564.80

TRANSFER TO:

<u>Fund/Dept. No.</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Amount</u>
100/46	001020	Grant Reimbursed	\$ 55,564.80
		Total	\$55,564.80

- c. Transfer up to \$22,587.09 from Fund 64E/46, Account No. 46W299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, Related Cost Reimbursement for Grants, for reimbursement of grant-funded fringe benefits; 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 Mayor's Office of Public Safety (Mayor's Office) requests retroactive approval and authority to modify the United States Department of Homeland Security (DHS) Fiscal Year (FY) 2020 Urban Areas Security Initiative (UASI) grant budget through allocations and fiscal transfers. These modifications have been approved by the Grantor as of January 17, 2023.

The FY 2020 UASI grant acceptance, as approved by Council on March 24, 2021, has a grant performance period of September 1, 2020 through May 31, 2023, and provides a total allocation of \$56,236,000 that is distributed among the City of Los Angeles (City) and Los Angeles/Long Beach Urban Area (LA/LB UA) Partner Jurisdictions. While the grant funds are provided to the entire LA/LB UA, the City serves as the administrative and fiscal agent for the grant and receives the total allocation to distribute the grant funds in accordance with the approved grant budget. No matching funds are required for this grant. A detail of the FY 2020 UASI Investment Justifications and programmatic funding can be found in previous reports under C.F. 20-1156.

Requested Grant Modifications

Los Angeles Cybersecurity

The Mayor's Office requests to use \$78,151.89 from its Management and Administration budget to fund a Cybersecurity Policy Director position. The Cyber Security Director will work with public and private sector partners to successfully operate and manage the LA Cyber Lab, a public-private partnership dedicated to protecting Los Angeles residents and businesses from malicious cyber threats. The \$78,151.89 requested will cover \$55,564.80 in position salaries and \$22,587.09 in related costs that will be reimbursed to the General Fund.

Los Angeles Mayor's Office

The Mayor's Office requests to use funds in the amount of \$150,000 provided from the Joint Regional Intelligence Center (JRIC) allocation of \$4,700,000 to fund a Regional Communications Coordinator position and increase the contracting authority from \$200,000 to \$268,000. The Contractor will provide technical expertise and essential Inter-Radio Frequency Subsystem Interface (ISSI) coordination services necessary to deploy the regional "System of Systems" model of interoperable communications.

In a transmittal dated May 12, 2023, the Mayor's Office requested to reduce the contracting authority amount of \$268,000 provided for a Regional Communications ISSI Coordinator to \$150,000, due to restrictions in the grant performance period, which will require the remaining deliverables to be completed in with the FY 21 grant award. This request is therefore modified to reflect the changes requested in the May 12th transmittal. The Mayor's Office concurs with this updated modification.

Furthermore, the Mayor's Office requests to increase contracting authority for temporary employment agency and other vendor agreements from \$100,000 to \$200,000 due to increased grant administrative costs and scope of needs.

Los Angeles Police Department

The Los Angeles Police Department (LAPD) received an allocation of \$90,000 for advanced Hazardous Materials (HazMat) training to provide response techniques for the detection and identification of potential chemical and biological attacks. The Mayor's Office requests authority to negotiate and execute a contract with a vendor to conduct three training courses for a 12-month term within the grant performance period.

The first course provides chemical recognition and signature training that will educate hazmat technicians on the equipment, techniques, and chemical availability to detect makeshift laboratories. The cost of this training is estimated at \$19,750 per course. The second course provides spectra analysis and interpretation training that teaches the principals and theory of Fourier-transform infrared (FTIR)/Raman Spectral Interpretation to help identify organic, polymeric and inorganic materials from test samples. The cost of this training is estimated at \$14,750 per course. The third course provides biological production training that introduces concepts of biological agent characteristics, and design and production processes to provide awareness of various growth methods and hazards associated with the agents. The cost of this training is estimated at \$37,568 per course.

In addition, the Mayor's Office requests authority to enter into a sole source agreement with Texas Engineering Extension Service (TEEX) in the amount of \$300,000 to provide Jurisdictional Crisis Emergency Management training (IMS-650) for a term of 12-months within the grant performance period. Funding for this agreement is provided through equipment procurement cost savings from the LAPD Crime Analysis Mapping System II (CAMS) project (\$150,000) and the Emergency Management Department's (EMD) Notification Speaker Trailers project (\$150,000). This course

will provide jurisdictional teams with incident management and decision-making skills required to safely and effectively manage any “All Hazards” large-scale or catastrophic incident (man-made or terrorism) in their specific jurisdiction/region.

In a transmittal dated May 12, 2023, the Mayor’s Office requested to reduce the contracting authority amount of \$300,000 provided for a sole source contract with Texas Engineering Extension Service (TEEX) for Jurisdictional Crisis Incident Management Training to \$188,650 due to the need for a condensed course to meet the FY20 UASI grant performance period deadline. The \$111,350 remaining in savings will be transferred to the LAPD’s Crime Analysis Mapping System II (CAMS II) project. This request is therefore modified to reflect the changes requested in the May 12th transmittal. The Mayor’s Office concurs with this updated modification.

FISCAL IMPACT STATEMENT

Approval of the recommendations within this report will have no additional impact to the General Fund and will provide for the continued expenditure of the Fiscal Year 2020 Urban Areas Security Initiative grant award for grant-related projects. No matching funds are required for this grant.

FINANCIAL POLICIES STATEMENT

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

MWS:JNR:04240015



ERIC GARCETTI
MAYOR

December 2, 2022

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

Re: FY 2020 Urban Areas Security Initiative Contracting Authorities and Budget Modifications (Council File No. 20-1156)

Dear Honorable Members:

Transmitted herewith for City Council consideration are proposed contracting authorities and budget modifications related to the United States Department of Homeland Security (DHS) Fiscal Year 2020 Urban Areas Security Initiative (FY20 UASI) grant award. On March 24, 2021, the City Council accepted the FY20 UASI grant in the amount of \$56,236,000 with a grant performance period from September 1, 2020 to May 31, 2023 (Council File No. 20-1156).

Mayor's Office

Regional Communications Coordinator

In FY 20 UASI, the Joint Regional Intelligence Center (JRIC) received a total allocation of \$4,700,000. In order to assist the Mayor's Office in closing out the FY19 UASI grant, \$150,000 in JRIC project expenses were swapped from FY 20 UASI to fully expend cost savings. As a result, the JRIC returned that same amount to the Mayor's Office to fund a Regional Communications Coordinator position. In this position, a contractor will provide technical expertise and essential ISSI coordination services necessary to deploy the regional "System of Systems" model of interoperable communications. The grantor approved this modification on May 5, 2022.

In addition, contracting authority for this position was received in the amount of \$200,000. As a result of increased costs, an additional \$68,000 in contracting authority is necessary, for a total amount of \$268,000.

Authority is requested to modify the FY20 UASI budget, conduct the necessary transfer of appropriations, and increase contracting authority to the amount of \$268,000 for a Regional Communications Coordinator as noted above.

Contract Services

In FY 20 UASI, the Mayor's Office requested contracting authority in the amount of \$100,000 in order to contract with a temporary employment agency or other vendors to assist with grant administrative duties. As a result of increased costs and scope of needs, an additional \$100,000 in contracting authority is necessary, for a total amount of \$200,000. Grantor approval for this modification is pending.

Authority is requested to modify the FY20 UASI budget and increase contracting authority to the amount of \$200,000 for contract services as noted above.

Los Angeles Cybersecurity

Cybersecurity Policy Director

The Mayor's Office requests to utilize \$78,151.89 from existing Management & Administration to fund a Cybersecurity Policy Director. This position will work with the City's public and private sectors to successfully operate and manage the LA Cyber Lab. The LA Cyber Lab is a public-private partnership dedicated to protecting personal and protected information from malicious cyber threats by facilitating and promoting innovation, education, and information sharing between the City's public and private sectors for the benefit of all our city's businesses and residents. Of the \$78,151.89, \$55,564.80 will be allocated to salaries and \$22,587.09 will be allocated to related costs due to the general fund. This modification is pending Grantor approval.

Authority is requested to modify the FY20 UASI budget and conduct the necessary transfer of appropriations as noted above.

Los Angeles Police Department

Hazardous Materials Training

In FY 20 UASI (C.F. 20-1156, dated January 25, 2021), the Los Angeles Police Department (LAPD) received an allocation of \$90,000 for advanced Hazardous Materials (HazMat) training to enhance the LAPD HazMat Unit's current knowledge, capabilities and response techniques for the detection and identification of potential chemical and biological attacks.

There are three HazMat training courses that will be conducted to enhance the Unit's current, existing capabilities for an estimated total of \$72,068. (1) Microscopic Identification of White Powder and Biological Unknowns will educate HazMat Technicians on the equipment, techniques and chemical availability to synthesize chemical warfare agents in makeshift laboratories. The cost of this training is estimated at \$19,750 per course. (2) Fourier-transform infrared (FTIR)/Raman Spectral

Interpretation will educate HazMat Technicians on the principals and theory of ram and FTIR spectroscopy and analyzing and interpreting the spectra acquired by each of these technologies. The cost of this training is estimated at \$14,750 per course. (3) Academic Instruction to Biological Production will introduce concepts of biological agent characteristics, design and production processes to provide awareness of various growth methods and hazards associated with the agents. The cost of this training is estimated at \$37,568 per course.

The Mayor's Office requests authority to negotiate and execute a contract with a vendor to conduct a course in chemical recognition and signatures for up to one session, for an amount not to exceed \$19,750 and for a term of up to 12 months within the grant performance period.

The Mayor's Office requests authority to negotiate and execute a contract with a vendor to conduct a course in spectra analysis and interpretation for up to one session, for an amount not to exceed \$14,750 and for a term of up to 12 months within the grant performance period.

The Mayor's Office requests authority to negotiate and execute a contract with a vendor to conduct a course in biological production for up to one session, for an amount not to exceed \$37,568 and for a term of up to 12 months within the grant performance period.

The Mayor's Office will return to Council at a later date if authority is necessary to spend the remaining HazMat Training allocation balance of \$17,932.

Jurisdictional Crisis Incident Management Training, IMS-650

The LAPD requests authority to enter into a sole source contract with the Texas Engineering Extension Service (TEEX) to provide training in Jurisdictional Crisis Emergency Management (IMS-650) to responders specializing in emergency operations throughout the Los Angeles-Long Beach Urban Area.

Grantor approval is pending to modify a combined total of \$300,000 in FY20 UASI from LAPD's Crime Analysis Mapping System II (CAMS II) project and EMD's Mass Notification Speaker Trailers project to fund IMS-650. Both projects have completed their equipment procurements and resulted in cost savings including an estimated \$150,000 from CAMS II and an estimated \$171,000 from the Mass Notification Speaker Trailers. \$150,000 cost savings from CAMS II and \$150,000 cost savings from the Mass Notification Speaker Trailers will be reallocated to fund one course offering of IMS-650 for up to 50 students. This course will provide jurisdictional teams with incident management and decision-making skills required to safely and effectively manage any "All Hazards" large-scale or catastrophic incident (man-made or terrorism) in their specific jurisdiction/region.

The Mayor's Office requests authority to modify the FY20 UASI grant budget, conduct the necessary fiscal transfer between appropriations as noted above, and negotiate and

execute a sole source contract with Texas Engineering Extension Service to provide incident management training in an amount not to exceed \$300,000 for a term up to 12 months within the grant performance period.

Recommendations

It is therefore requested that the City Council:

1. **Authorize** the Mayor, or designee, to:
 - a. Modify the existing grant budget (Council File No. 20-1156) for the FY20 UASI grant by reallocating funds between projects and conducting the necessary fiscal transfers as described within this report; and
 - b. Negotiate and execute a contract with a vendor to conduct a course in chemical recognition and signatures for up to one session, for an amount not to exceed \$19,750 and for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form; and
 - c. Negotiate and execute a contract with a vendor to conduct a course in spectra analysis and interpretation for up to one session, for an amount not to exceed \$14,750 and for a term of up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form; and
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 - e. Negotiate and execute a sole source contract with the Texas Engineering Extension Service to provide incident management training for an amount not to exceed \$300,000 and a term up to 12 months within the grant performance period, subject to the approval of the City Attorney as to form; and
 - f. Increase contracting authority to the amount of \$268,000 for a Regional Communications Coordinator, subject to the approval of the City Attorney as to form; and
 - g. Increase contracting authority to the amount of \$200,000 for grant administration contract services, subject to the approval of the City Attorney as to form; and
 - h. Appropriate \$78,151.89 from existing Management & Administration funds to fund a Cybersecurity Program Manager position (also known as the Cybersecurity Policy Director) from September 26, 2022 through May 30, 2023, subject to the approval from the Grantor.

2. Authorize the Controller to:

- a. Transfer and create new appropriations within FY20 UASI Homeland Security Grant Fund No. 64E/46 as follows:

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64E/46	46T668	Partner Jurisdiction	150,000.00
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TOTAL:			\$55,564.80

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<u>Fund/</u> <u>Dept.</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
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TOTAL:			\$55,564.80

- c. Transfer up to \$22,587.09 from Fund 64E/46, Account No. 46W299 to the General Fund, Department No. 46, Revenue Source Code No. 5346, Related Cost Reimbursement for Grants for reimbursement of grant-funded fringe benefits.

Honorable Members of the City Council
December 2, 2022
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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.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Garcetti", with a horizontal line extending to the right.

ERIC GARCETTI
Mayor

EG: lf