



KRISTIN M. CROWLEY
FIRE CHIEF

September 29, 2022

BOARD OF FIRE COMMISSIONERS
FILE NO. 22-098

TO: Board of Fire Commissioners

FROM:  Kristin M. Crowley, Fire Chief

SUBJECT: ACCEPTANCE OF THE 2022 FEMA URBAN SEARCH AND RESCUE
TASK FORCE COOPERATIVE AGREEMENT GRANT

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

SUMMARY

On April 4, 1993, a Memorandum of Agreement (MOA) was executed between the City, the Governor's Office of Emergency Services and the Federal Emergency Management Agency (FEMA), establishing the Los Angeles Fire Department (LAFD) as a sponsoring agency of a FEMA Urban Search and Rescue (US&R) Task Force, California Task Force 1 (CA-TF1). An Amendment to the MOA was executed in 2011 (C.F. 10-2283-S1). Since 1993, the City has been awarded annual FEMA Cooperative Agreement grants to fund equipment, supplies, training, contractual services, and LAFD personnel to administer and manage the US&R CA-TF1 program.

The LAFD was awarded \$1,211,650 for the 2022 FEMA US&R program, with a period of performance from October 1, 2022 through August 31, 2025. No matching funds are required, but the grant is on a reimbursement basis requiring the LAFD to front-fund expenditures. Following submission of appropriate supporting documentation, FEMA reimburses the City for those expenditures.

The expenditure plan is as follows:

Personnel Costs:

- \$588,610 – (direct costs) to fund continuing resolution authorities for one Fire Captain I (C.F. 08-2490), one Management Analyst (C.F. 08-2490) and one Storekeeper II (C.F. 16-0600) to administer and manage the US&R program. Continued employment authority for these positions from July 1, 2021 through June 30, 2022 are included in the Personnel Authority Resolution (PAR) awaiting authorization by City Council (C.F. 21-1700, previous PAR authority C.F. 20-1700) in anticipation of continued grant funding. If FEMA grant funding

for the US&R program continues in subsequent years, employment authority for these three positions will continue to be effected through the PAR.

Personnel Training Costs:

- \$182,700 – to fund back-fill of members assigned to specialized training on search and rescue activities in responding to emergency incidents.

Contractual Services/Expenses/Equipment:

- \$440,340 – to fund various personal services contracts for specialized team members, travel expenses, supplies and equipment for program operations.

Sole source service contracts have been executed with three Canine Search Specialists, eight Medical Team Managers, and eight Structural Engineering Specialists. The above service providers are currently contracted with the City under the 2020 FEMA grant.

Due to attrition and succession of tenured CA-TF1 team members, personal service contracts are needed for specialized positions. These include five Task Force Leaders, two Safety Officers, two Rescue Managers, two Hazardous Materials Managers, and two Plans Managers. Although existing team members have been identified to fulfill these positions, they have not met the training requirements needed to move into those positions. The LAFD is seeking to enter into sole source contracts with retired LAFD members who not only have the knowledge, skills and abilities, but the experience for these highly specialized positions to ensure the LAFD can continue to meet the requirements of the cooperative agreement.

Due to the specialized nature of the work performed in responding to emergency incidents, sole source contracts have been approved by the City Attorney as set forth under the City Charter Section 371(e)(2), which states that competitive bidding shall not apply to, “Contracts, as determined by the contracting authority, for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character for which the contracting authority finds that competitive bidding is not practicable or advantageous.”

It should be noted that while expenditures to these contractors related to the 2020 FEMA Cooperative Agreement grant will be within the funding allocations, each contract cites a maximum amount up to \$99,000. This higher limit is necessary because these contractors are also subject to deployment by FEMA to nationally declared disasters outside the City. Under these circumstances, the City would be reimbursed by FEMA through a federal funding source separate from the 2022 FEMA Cooperative Agreement grant.

FISCAL IMPACT

There is no impact on the General Fund. The FEMA Urban Search and Rescue grant agreement does not require City matching funds. In accordance with the grant guidelines, project funds are disbursed on a reimbursement basis.

RECOMMENDATIONS

That the Board:

1. Approve and transmit the report to the Mayor and the Office of the City Administrative Officer for Committee and City Council consideration.

It is also recommended the Board request that the Mayor and City Council:

2. Accept the 2022 FEMA Cooperative Agreement Grant for the Urban Search and Rescue CA-TF1 in the amount of \$1,211,650 for the term of October 1, 2022 through August 31, 2025, and authorize the Fire Chief, or designee, to execute any documents or agreements necessary to accept the grant on the City's behalf.
3. Authorize the Fire Department to deposit 2022 FEMA grant funds received into Fund 335, Department 38, Account to be determined.
4. Authorize the Controller, for reimbursement purposes, to transfer 2022 FEMA grant funds from Fund 335, Department 38, Account to be determined, to various Fund 100, Department 38 salary accounts: Account 001012 (Salaries Sworn), Account 001010 (Salaries General), Account 001090 (Overtime General), and Account 001098 (Variable Staffing), upon submission of proper documentation by the Fire Department of direct staff costs incurred during the grant performance period.
5. Authorize the Controller to transfer 2022 FEMA grant funds from Fund 335, Department 38 to Fund 100, Department 38, Revenue Source 5346 (reimbursement of Grant Related Costs) for fringe benefits upon submission of proper documentation by the Fire Department of costs incurred during the grant performance period.
6. Find, in accordance with Los Angeles Administrative Code Section 4.133(a), that the following three positions will remain approved and authorized by Resolution as indicated in the Personnel Authority Resolution (PAR), for the grant period, and include the authority in future PARs:

<u>No.</u>	<u>Code</u>	<u>Class Title</u>
1	2142-1	Fire Captain I
1	9184	Management Analyst
1	1825-2	Storekeeper II

7. Authorize the Controller to transfer \$440,340 from Fund 100, Department 38, Account 001012 (Salaries Sworn) to Fund 335, Department 38, Account to be determined, for the purchase of expense and equipment items, to be reimbursed by the FEMA grant during the period of October 1, 2022 through August 31, 2025, and any extensions granted by FEMA.
8. Authorize the Fire Department to prepare Controller instructions for any technical adjustments, subject to approval of the City Administrative Officer (CAO), and instruct the Controller to implement the instructions.

9. Based on the Fire Department submissions to the City Administrative Officer of grant budget modifications approved by FEMA, authorize the Fire Department and Controller to transfer funds, as needed between Fund 335, Department 38 and Fund 100, Department 38 for implementation of the 2021 FEMA Urban Search and Rescue Cooperative Agreement program through the end of the grant performance period.
10. Authorize the Fire Chief to negotiate and execute contracts with the following service providers, each not to exceed \$99,000 for the 2022 FEMA grant performance period:

Canine Search Specialist (three contracts)

Deresa Kenney (Teller)

Jeffrey Neu

To be determined

Medical Team Manager (eight contracts)

Dr. Francine Vogler

Dr. Eric Ley

Dr. Brian Wilbur

Dr. Claudia Martinez

Dr. Michael Port

To be determined

To be determined

To be determined

Structural Engineering Specialist (eight contracts)

Neville Pereira

Essam Lobnan

Sean M. Hughes

Dorian Sulc

To be determined

To be determined

To be determined

To be determined

Task Force Leader (five contracts)

To be determined

To be determined

To be determined

To be determined

To be determined

Safety Officer (two contracts)

To be determined

To be determined

Rescue Manager (two contracts)

To be determined

To be determined

Hazardous Material Manager (two contracts)

To be determined

To be determined

Plans Manager (two contracts)

To be determined

To be determined

Board report prepared by Victoria Rodriguez, Management Analyst, Emergency Operations Bureau.