



# **AGENDA**

## **LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY**

### **BOARD OF DIRECTORS REGULAR MEETING & WORKSHOP**

Thursday, December 2, 2010 • 8:00 a.m. – 12:00 p.m.

Grace E. Simons Lodge  
1025 Elysian Park Drive, Los Angeles, CA 90012

Los Angeles Regional Interoperable Communications Systems Authority (the "Authority")

#### **AGENDA POSTED: November 29, 2010**

Complete agendas are made available for review at the designated meeting location during normal business hours and may also be accessible on the Authority's website at <http://www.la-rics.org>.

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#### **Members:**

1. **William T Fujioka**, Chair, CEO, County of Los Angeles
2. **Charles L. Beck**, Vice Chair, Police Chief, City of Los Angeles
3. **Mark R. Alexander**, City Manager, representing California Contract Cities Association
4. **Leroy D. Baca**, Sheriff, County of Los Angeles
5. **Michael J. Bowman**, Police Chief, Los Angeles Unified School District
6. **P. Michael Freeman**, Fire Chief, County of Los Angeles
7. **Reginald Harrison**, Deputy City Manager, City of Long Beach
8. **LeRoy J. Jackson**, City Manager, City of Torrance, representing At Large Seat
9. **Gerry Miller**, Chief Legislative Analyst, City of Los Angeles
10. **Millage Peaks**, Fire Chief, City of Los Angeles
11. **Donald Pedersen**, Police Chief, City of Culver City, representing At Large Seat
12. **Scott Pickwith**, Police Chief, representing the Los Angeles County Police Chiefs Association
13. **Kim Raney**, Police Chief, City of Covina, representing At Large Seat
14. **Alex C. Rodriguez**, Fire Chief, representing the Los Angeles Area Fire Chiefs Association
15. **Miguel Santana**, CAO, City of Los Angeles
16. **John Schunhoff**, Interim Director, DHS, County of Los Angeles
17. **Gregory Simay**, Assistant General Manager, City of Burbank Water & Power, representing At Large Seat

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#### **Officers:**

1. **Scott Poster**, Task Force Leader
2. **Wendy L. Watanabe**, County of Los Angeles Auditor-Controller
3. **Mark J. Saladino**, County of Los Angeles Treasurer and Tax Collector
4. **Vacant**, Board Secretary



**NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA**

**I. CALL TO ORDER**

**II. ANNOUNCE QUORUM – Roll Call**

**III. APPROVAL OF MINUTES – from the November 4, 2010, Board of Directors Regular Meeting**

**IV. CONSENT CALENDAR – (None)**

**V. REPORTS (1 – 3)**

1. Committee Reports – Poster
  - a. Finance Committee: Funding Options to be discussed during Workshop
  - b. Technical Committee – New Officers, “D-Block Assignment”
  - c. Operations Committee – no reportable action
  - d. Legislative Committee – no reportable action
2. Project Status – Poster
  - a. Evaluation Team
  - b. LA Safety-Net Addendum Status
3. Grant Status – Poster
  - a. Monthly Report

**VI. ADMINISTRATIVE MATTERS (4 – 6)**

4. Contract for Environmental Assessment (EA) of LA Safety-Net – Poster
  - a. ACTION ITEM: It is recommended that the Authority authorize the Task Force Leader to execute a contract with a qualified environmental consulting & engineering firm to perform an Environmental Assessment, as required by the BTOP grant awarded by the Department of Commerce, for the LA-SafetyNet project in an amount not to exceed \$1,500,000.

**Attachment:** Item 4

5. Contract with an Executive Recruitment Firm – Poster
  - a. ACTION ITEM: It is recommended that the Authority authorize the Task Force Leader to execute a contract with an Executive Recruitment Agency to conduct an executive search for the LA-RICS Director position in an amount not to exceed \$80,000.

**Attachment:** Item 5



**VII. WORKSHOP**

6. DISCUSSION FACILITATED BY BOB SCHILLING (KH CONSULTING GROUP)
  - a. Joint Powers Authority (JPA) Board of Directors – Member Duties & Responsibilities – Silva
  - b. Budget & Funding Options – Takata / Lee
    - Sourcing
    - Future Grants
  - c. System – Radio Replacement & Interoperability
    - Build/Maintenance
    - Windshield Assessment – various jurisdictions/agencies

**VIII. MISCELLANEOUS – (None)**

**IX. ITEMS FOR FURTHER DISCUSSION AND ACTION BY THE BOARD**

- a. Financial Funding Plan to be discussed at the January meeting
  - Project Funding Policy and Guidance Feedback
- b. D-Block Spectrum comprehensive review by the Technical Committee  
DISCUSSION ITEM: D-Block Spectrum comprehensive review by the Technical Committee, comprehensive reporting of the advantages or disadvantages the D-Block.

**X. PUBLIC COMMENT**

- XI. ADJOURNMENT – NEXT MEETING:** Thursday, January 6, 2011 at 9:00 a.m.  
at the Grace E. Simons Lodge.



## BOARD MEETING INFORMATION

Members of the public are invited to address the LA-RICS Authority Board on any item on the agenda prior to action by the Board on that specific item. Members of the public may also address the Board on any matter within the subject matter jurisdiction of the Board. The Board will entertain such comments during the Public Comment period. Public Comment will be limited to three (3) minutes per individual for each item addressed, unless there are more than ten (10) comment cards for each item, in which case the Public Comment will be limited to one (1) minute per individual. The aforementioned limitation may be waived by the Board's Chair.

*(NOTE: Pursuant to Government Code Section 54954.3(b) the legislative body of a local agency may adopt reasonable regulations, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.)*

Members of the public who wish to address the Board are urged to complete a Speaker Card and submit it to the Board Secretary prior to commencement of the public meeting. The cards are available in the meeting room. However, should a member of the public feel the need to address a matter while the meeting is in progress, a card may be submitted to the Board Secretary prior to final consideration of the matter.

It is requested that individuals who require the services of a translator contact the Board Secretary no later than the day preceding the meeting. Whenever possible, a translator will be provided. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. (323) 881-8291 or (323) 881-8295

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR LA OFICINA CON 72 HORAS POR ANTICIPADO.

The meeting is recorded, and the recording is kept for 30 days.



# LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200  
Monterey Park, California  
(323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

December 2, 2010

Board of Directors  
Los Angeles Regional Interoperable Communications System Authority (the "Authority")

Dear Directors:

## **APPROVE AUTHORITY TO CONTRACT FOR AN ENVIRONMENTAL ASSESSMENT (EA) OF LA-SAFETYNET FOR A TERM OF NINE MONTHS NOT TO EXCEED \$1,500,000**

### **SUBJECT**

It is recommended that the Authority authorize the Task Force Leader to execute a contract with a qualified environmental consulting & engineering firm to perform an Environmental Assessment, as required by the BTOP grant awarded by the Department of Commerce, for the LA-SafetyNet project. This contract would be for a term no longer than nine months and for an amount not to exceed \$1,500,000. This action would further authorize the Task Force Leader, or his designee, to issue any necessary work orders and pay all invoices under this contract and to report to the Board of Directors monthly on the status of the EA and on any expenditures.

### **BACKGROUND**

The Authority is required to perform an Environmental Assessment (EA) on LA-SafetyNet as a Special Award Condition (SAC) of its Broadband Technology Opportunity Program (BTOP) award. The Authority must receive a Finding of No Significant Impact (FONSI) on its proposed network implementation plans before any work or construction of its planned network can proceed. Per the SAC, a draft EA must be completed by March 31, 2011, with a final EA approved no later than July 1, 2011. The cost of performing this EA is reimbursable under the BTOP award.

The Authority has determined that the contracting vehicle best suited to complete this task within the strict timeframe is to "piggyback" off an existing schedule of competitively procured contracts maintained by the Federal General Services Administration (GSA). The GSA maintains a list of qualified firms, each competitively procured in accordance with Federal Acquisition Regulations (FAR). The GSA solicitation process provides hourly price sheets for professional staff qualified to perform EAs in accordance with all applicable federal requirements.

The Authority has identified firms that have committed to offer the same services at the same hourly rates to the Authority. A review team will evaluate these firms and determine which offers the Authority the best value, combining factors such as price, past performance, experience and adequate staff necessary to complete 290 assessments in fewer than 120 days.

## **AGENDA ITEM 4**

**PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION**

The piggyback option is the optimal contracting vehicle for this task, as it meets all competitive procurement standards, allows the Authority to initiate work quickly, and allows the Authority to evaluate factors in addition to price when making a vendor selection.

Other procurement options will not afford the Authority the ability to complete the EA SAC by the March 31, 2011 deadline. The piggyback option addresses all the business needs of the Authority, as well as the grantor's requirements.

In the event that the Authority is unable to use the GSA schedule to select a vendor, the Authority would pursue a Request for Proposal (RFP) as it is the second best option in securing a contractor to complete the EA SAC.

**FISCAL IMPACT/FINANCING**

All contract costs will be fully reimbursable under the BTOP award. Invoices will be paid out of the Authority's 2010/2011 operating budget and reimbursed by the Department of Commerce upon presentation of appropriate documentation.

**FACTS AND PROVISIONS/LEGAL REQUIREMENT**

The grantor's program officer and grants specialist have reviewed the recommended action. The Authority's counsel and procurement officer have also reviewed the recommended action.

**AGREEMENTS/CONTRACTING**

On behalf of the Authority, the Task Force Leader, or his designee, will have full authority to execute a contract with the selected vendor, issue all work orders, and pay all invoices for an amount not to exceed \$1,500,000.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Scott L. Poster', with a long horizontal flourish extending to the right.

Scott L. Poster  
Task Force Leader

SLP:lfp

cc: Counsel to the Authority



# LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200  
Monterey Park, California  
(323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

December 2, 2010

Board of Directors  
Los Angeles Regional Interoperable Communications System Authority (the "Authority")

Dear Directors:

## **AUTHORITY TO CONTRACT FOR THE RECRUITMENT OF THE EXECUTIVE DIRECTOR TO THE AUTHORITY FOR A TERM OF 6 MONTHS NOT TO EXCEED \$80,000**

### **SUBJECT**

It is recommended that the Authority authorize the Task Force Leader execute a contract for an Executive Recruitment Agency to conduct an executive recruitment for the Director to the Authority. This contract would be for a term no longer than six months and for an amount not to exceed \$80,000. This action would further authorize the Task Force Leader, or his designee, to issue any necessary work orders and pay all invoices under this contract and to report to the Board of Directors monthly on the status of the recruitment and on any associated expenditures.

### **BACKGROUND**

The Authority has conducted two recruitments for a permanent Director that did not produce a sufficient number of candidates for consideration.

### **PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION**

An experienced executive recruitment agency will conduct a nationwide search to recruit candidates for the Director position. Candidates will be screened, interviewed by a panel, and 3 finalists will be presented to your Board for final selection in closed session. It is imperative that the permanent position be filled as the Director will provide essential leadership on LA-RICS matters.

### **FISCAL IMPACT/FINANCING**

A contract not to exceed \$80,000 will be executed by the Task Force Leader. Invoices will be paid out of the Authority's 2010/2011 operating budget maintained by the Authority's Auditor Controller.

### **FACTS AND PROVISIONS/ LEGAL REQUIREMENT**

Funds will be handled as per the Authority's Fiscal Manual.

**AGREEMENTS/ CONTRACTING**

On behalf of the Authority, the Task Force Leader, will have full authority to execute a contract with the selected vendor, issue all work orders and pay all invoices for an amount not to exceed \$80,000.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'SLP', with a long horizontal flourish extending to the right.

Scott L. Poster  
Task Force Leader

SLP

cc: Counsel to the Authority