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May 21, 2019

ADOPTED

BOARD OF SUPERVISORS
 COUNTY OF LOS ANGELES

42 May 21, 2019

CELIA ZAVALA
 EXECUTIVE OFFICER



BOARD OF SUPERVISORS

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 First District
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The Honorable Board of Supervisors
 County of Los Angeles
 383 Kenneth Hahn Hall of Administration
 500 West Temple Street
 Los Angeles, California 90012

Dear Supervisors:

AUTHORIZATION TO ACCEPT AND IMPLEMENT FEDERAL AND STATE OF CALIFORNIA FUNDING FOR PUBLIC HEALTH EMERGENCIES, EXECUTE NEW CONTRACTS AND AMENDMENTS INCLUDING SOLE SOURCE CONTRACTS; AND PURCHASE FOOD AND BEVERAGES FOR THE PERIOD OF JULY 1, 2019 THROUGH JUNE 30, 2024 (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Provide authorization to accept and implement federal and State awards, accept supplemental emergency funding, execute new contracts, amend existing contracts, and purchase food and beverages for public health emergency volunteer trainings and community stakeholder meetings, to continue to strengthen and enhance the capabilities of public health and health care systems to respond effectively to evolving health and medical threats and other emergencies within Los Angeles County.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of the Department of Public Health, or designee, to accept a forthcoming grant award from the Centers for Disease Control and Prevention (CDC) for the term of July 1, 2019 through June 30, 2020, at amounts to be determined by the CDC, estimated at \$25,000,000 for Public Health Emergency Preparedness (PHEP), subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).
2. Delegate authority to the Director of DPH, or designee, to accept additional contingent emergency response funding that may be issued as new or supplemental awards or amendments in the event of a pandemic, emerging infectious disease outbreak, or an all-hazards public health emergency, for the period of July 1, 2019 through June 30, 2024, at amounts to be determined by the funding entity,

subject to review and approval by County Counsel, and notification to your Board and the CEO.

3. Delegate authority to the Director of DPH, or designee, to accept and execute the Standard Agreement (SA) from the California Department of Public Health (CDPH) for pandemic influenza preparedness for the period of July 1, 2019 through June 30, 2020, in an amount to be determined by CDPH, estimated at \$500,000, subject to review and approval by County Counsel, and notification to your Board and the CEO.

4. Delegate authority to the Director of DPH, or designee, to accept and execute future awards and amendments that are consistent with the requirements of the awards referenced above that extend the term through June 30, 2024, at amounts to be determined by the funding entity; reflect non-material and/or ministerial revisions to the award's terms and conditions; allow for the rollover of unspent funds and/or redirection of funds; adjust the term of the award through June 30, 2025; and/or provide an increase or decrease in each grant term's annual base amount, at amounts to be determined by the funder, subject to review and approval by County Counsel, and notification to your Board and the CEO.

5. Delegate authority to the Director of DPH, or designee, to execute sole source contracts and/or contract amendments with the City of Long Beach (CLB) and the City of Pasadena (COP) for the term of July 1, 2019 through June 30, 2020, with an option to extend the contracts for four (4) additional one (1) year terms through June 30, 2024, contingent upon the receipt of continued funding, with the maximum obligations to be determined by the Director of DPH, or designee, to strengthen and enhance jurisdictional public health system readiness to save lives during emergencies that exceed the day-to-day capacity of the public health system, subject to review and approval by County Counsel, and notification to your Board and the CEO.

6. Delegate authority to the Director of DPH, or designee, to select providers, negotiate, and execute new one (1) year or multi-year service contracts and/or amend existing service contracts related to public health emergency preparedness, response, and recovery, through June 30, 2024, with contract maximum obligations not to exceed \$500,000 per service agreement, per grant term, funded by sources including, but not limited to, the CDC, CDPH, Department of Homeland Security, and/or Measure B, subject to review and approval by County Counsel, and notification to your Board and the CEO.

7. Delegate authority to the Director of DPH, or designee, to execute amendments to the contracts referenced above that adjust the term through June 30, 2025; allow the rollover of unspent contract funds; and/or provide an increase or decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary, subject to review and approval by County Counsel, and notification to your Board and the CEO.

8. Delegate authority to the Director of DPH, or designee, to execute change notices to the contracts referenced above that authorize modifications to or within budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or corrections of errors in the contract's terms and conditions.

9. Delegate authority to the Director of DPH, or designee, to purchase food and beverages for 12 public health emergency volunteer trainings annually in amounts not to exceed \$2,700 per training with an estimated 150 attendees, for fiscal years (FY) 2019-20 through 2023-24, 100 percent offset by CDC or CDPH funding, subject to review and approval by County Counsel.

10. Delegate authority to the Director of DPH, or designee, to purchase food and beverages for eight (8) community stakeholder workshops annually in amounts not to exceed \$1,800 per workshop with an estimated 100 attendees, for FYs 2019-20 through 2023-24, 100 percent offset by CDC funding, subject to review and approval by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow DPH to continue to accept funding from CDC to strengthen and enhance public health capabilities for all types of hazards including disease outbreaks; natural disasters; biological, chemical, and radiological incidents; as well as other public health threats and emergencies.

Approval of Recommendation 2 will allow DPH to accept additional contingent emergency response funding that may be issued as new or supplemental awards or amendments in the event of a pandemic, emerging infectious disease outbreak, or an all-hazards public health emergency.

Approval of Recommendation 3 will allow DPH to execute a forthcoming SA from CDPH to support pandemic influenza preparedness.

Approval of Recommendation 4 will allow DPH to accept future awards and/or amendments that are consistent with the requirements of the awards referenced above to extend and/or adjust the term of the awards; reflect non-material revisions to terms and conditions; rollover unspent funds and/or redirect funds; and/or provide an increase or decrease in each grant term's annual base amount. The recommended action will enable DPH to accept awards and/or amendments that adjust the project period up to twelve months beyond the original term, in those instances where there has been an unanticipated extension of the term to allow additional time to complete services and utilize grant funding. This authority is being requested to enhance DPH's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Approval of Recommendation 5 will allow DPH to execute new contracts or contract amendments with CLB and COP to strengthen and enhance jurisdictional public health system readiness to respond to public health threats and/or emergencies. The CDC provides funding to DPH to assure jurisdictional readiness for public health threats and emergencies. DPH provides a per capita share to CLB and COP to ensure that each public health authority within our jurisdiction can meet cooperative agreement requirements. Execution of contracts or contracts amendments with CLB and COP will meet this requirement and support ongoing activities. These activities include developing and updating emergency plans, training and exercising city staff, conducting epidemiologic surveillance and investigation, maintaining laboratory capabilities, and maintaining communication notification and alerting systems. In addition, these funds support the ability to receive, stage, store, distribute, and dispense medical supplies and materials during a public health emergency. Strengthening and enhancing the public health system readiness of the city departments will ensure a seamless response within Los Angeles County. CLB and COP will be required to demonstrate progress on public health emergency preparedness capabilities within their jurisdictions in collaboration with DPH.

On June 6, 2017, your Board gave DPH authority to execute sole source contracts and/or contract amendments with CLB and COP through June 30, 2022. Due to the CDC's issuance of this new award, we are now requesting authority through June 30, 2024 to align the contract terms with grant terms.

Approval of Recommendation 6 will allow DPH to negotiate and execute new one (1) year or multi-year service contracts and/or amend existing service contracts with select providers to quickly respond to public health threats and/or emergencies and fulfill grantor requirements.

On June 6, 2017, your Board gave DPH authority to execute contracts and/or contract amendments through June 30, 2022. Due to the CDC's issuance of this new award, we are now requesting authority through June 30, 2024 to align the contract terms with grant terms.

Approval of Recommendation 7 will allow DPH to execute amendments to the contracts referenced above that adjust the term through June 30, 2025; rollover unspent contract funds; and/or increase or decrease funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary. This recommended action will enable DPH to amend contracts to adjust the term for a period of up to twelve months beyond the expiration date. Such amendments will only be executed if and when there is an unanticipated extension of the term of the applicable grant funding to allow additional time to complete services and utilize grant funding. This authority is being requested to enhance DPH's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Recommendation 7 will also enable DPH to amend contracts to allow for the provision of additional units of funded services that are above the service level identified in the current contract and/or the inclusion of unreimbursed eligible costs, based on the availability of grant funds and grant funder approval. While the County is under no obligation to pay a contractor beyond what is identified in the original executed contract, the County may determine that the Contractor has provided evidence of eligible costs for qualifying contracted services and that it is in the County's best interest to increase the maximum contract obligation as a result of receipt of additional grant funds or a determination that funds should be reallocated. This recommendation has no impact on net County cost.

Approval of Recommendation 8 will allow DPH to execute change notices to the contracts that authorize modifications to or within budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or corrections of errors in the contract's terms and conditions.

Approval of Recommendation 9 will allow DPH to purchase food and beverages to be served during monthly public health emergency preparedness trainings, drills, and exercises for community volunteers registered with the Medical Reserve Corps and Public Health Emergency Volunteer Network. A total of 1,792 medical providers, mental health providers, and other skilled volunteers are currently registered with the Medical Reserve Corps to assist during a public health emergency and engage the community in preparing for emergencies. In addition, 46 partnering community volunteer groups with more than 6,100 volunteers are registered with the Public Health Emergency Volunteer Network.

The trainings, drills, and exercises enhance volunteers' knowledge, skills, and capabilities, and meet training requirements set forth by the Office of the Assistant Secretary for Preparedness and Response Division of Civilian Volunteers Medical Reserve Corps. To most effectively utilize limited time with the volunteers, all trainings are held from 8:00 AM to 4:00 PM and include a light breakfast and lunch.

Approval of Recommendation 10 will allow DPH to purchase food and beverages to be served during public health emergency readiness, response, and recovery workshops for community stakeholders as required by the CDC. The workshops will provide trainings to stakeholders across a variety of

sectors including government, education, business, faith-based, community-based agencies, non-governmental based, healthcare, and emergency management agencies to assure coordinated countywide response, communications, information sharing, and resource management during public health emergencies. To most effectively utilize limited time with the community stakeholders, all workshops are held from 8:00 AM to 4:00 PM and include a light breakfast and lunch.

Implementation of Strategic Plan Goals

The recommended actions support all three (3) of the strategic plan goals contained in the County of Los Angeles Strategic Plan - Goal I, Make Investments that Transform Lives; Goal II, Foster Vibrant and Resilient Communities; and Goal III, Realize Tomorrow's Government Today.

FISCAL IMPACT/FINANCING

DPH will accept forthcoming CDC funding for the term of July 1, 2019 through June 30, 2020, as well as funding for the four (4) subsequent terms of the five (5) year project period, at amounts to be determined by the CDC, estimated not to exceed \$25,000,000 per grant term. Funds received from the CDC cooperative agreement are based on cost reimbursement claims submitted by the County. Funds will be deposited with the Treasurer & Tax Collector and will be disbursed to the appropriate revenue accounts as directed by DPH. DPH will be responsible for ensuring its compliance with accounting and Single Audit reporting requirements of these federal funds.

DPH will accept forthcoming SAs from CDPH for annual terms beginning July 1, 2019 through June 30, 2024, at amounts to be determined by CDPH estimated not to exceed \$500,000 per grant term.

Funding is included in DPH's fiscal year (FY) 2019-20 Recommended Budget and will be included in future FYs, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 9, 2001, your Board approved a motion directing DPH to take steps to ensure its ability to respond quickly and appropriately to any acts of bioterrorism. On April 16, 2002, your Board delegated authority to DPH to accept CDC funding and enter into contracts up to \$300,000. On August 26, 2003, the authority to enter into contracts was raised to \$500,000. In subsequent years, your Board has continued to provide DPH with the same authority. DPH has been able to execute contracts with different private and public agencies to strengthen and enhance the capability of DPH to respond effectively and timely to acts of bioterrorism, evolving threats, and other emergencies such as H1N1 Pandemic Influenza, Ebola Virus Disease, Zika Virus Disease, and natural disasters.

On March 2, 2012, in an effort to advance all-hazards preparedness and national health security, promote responsible stewardship of federal funds, and reduce the administrative burden placed on awardees, the CDC and the Office of the Assistant Secretary for Preparedness and Response (ASPR) released a joint funding opportunity announcement for PHEP and the Hospital Preparedness Program (HPP) funding previously awarded directly to the Department of Health Services. This announcement reflected an alignment of the grant cycle and programmatic, administrative, and reporting requirements of previously separate PHEP and HPP cooperative agreements.

On June 6, 2012, your Board approved the acceptance of this consolidated award to Los Angeles County from the CDC and ASPR comprised of PHEP and HPP funds through June 30, 2017. Subsequently, on June 6, 2017, your Board approved similar action through June 30, 2022.

On March 4, 2019, CDC issued a Funding Announcement for the period of July 1, 2019 through June 30, 2024. The Funding Announcement shortens the term of the current award, separates HPP and PHEP, and extends funding through June 30, 2024.

As required under Board Policy 5.100, on December 7, 2016, your Board received advance notice of DPH's intent to execute sole source contracts with CLB and COP for the term July 1, 2017 through June 30, 2018, with an option to extend for four (4) additional one (1) year terms through June 30, 2022. Due to the CDC's issuance of this new award, we are now requesting authority through June 30, 2024 to align the contract terms with grant terms.

Attachments A and B are the Sole Source Checklists signed by the CEO.

CONTRACTING PROCESS

On June 6, 2017, your Board authorized execution of Agreement Numbers PH-003348 and PH-003349 with CLB and COP, respectively, effective July 1, 2017 through June 30, 2018, with an option to extend the contracts for four (4) additional one (1) year terms through June 30, 2022, each term contingent upon the receipt of CDC funding to strengthen and enhance jurisdictional public health system readiness for acts of bioterrorism, outbreaks of infectious disease, and other public health threats and emergencies.

Contracts with CLB and COP, as public sector entities, do not come under the Los Angeles County Code's bidding requirements for contracts with private businesses.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will provide for the effective and timely implementation of activities related to all-hazards preparedness and response.

The Honorable Board of Supervisors

5/21/2019

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Respectfully submitted,

A handwritten signature in black ink that reads "Barbara Ferrer". The signature is written in a cursive, flowing style.

Barbara Ferrer, PhD, MPH, MEd

Director

BF:jr
#4747

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

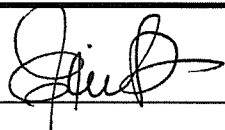
SOLE SOURCE CHECKLIST

Department Name: Department of Public Health (DPH)

New Sole Source Contract CITY OF LONG BEACH

Existing Sole Source Contract Date Sole Source Contract Approved: 06/06/2017

Check (v)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS Identify applicable justification and provide documentation for each checked item.
	➤ Only one bona fide source (monopoly) for the service exists; performance and prices competition are not available. <i>A monopoly is an "Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist."</i>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
✓	➤ Services provided by other public or County-related entities. <i>Contracts with the City of Long Beach, as a public-sector entity, do not come under the Los Angeles County Code's bidding requirements for contracts with private businesses.</i>
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract with has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available options periods.
	➤ Maintenance and service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.) In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.



6/7/19

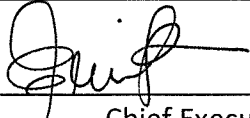
SOLE SOURCE CHECKLIST

Department Name: Department of Public Health (DPH)

New Sole Source Contract CITY OF PASADENA

Existing Sole Source Contract Date Sole Source Contract Approved: 06/06/2017

Check (v)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS Identify applicable justification and provide documentation for each checked item.
	➤ Only one bona fide source (monopoly) for the service exists; performance and prices competition are not available. <i>A monopoly is an "Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist."</i>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
✓	➤ Services provided by other public or County-related entities. <i>Contracts with the City Pasadena, as a public-sector entity, do not come under the Los Angeles County Code's bidding requirements for contracts with private businesses.</i>
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract with has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available options periods.
	➤ Maintenance and service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.) In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.



 Chief Executive Office

5/7/19

 Date