



FESIA A. DAVENPORT
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE OPERATIONS CLUSTER

DATE: July 28, 2021
TIME: 2:00 p.m. – 4:00 p.m.
LOCATION: **TELECONFERENCE CALL-IN NUMBER: 1(323)776-6996**
TELECONFERENCE ID: 605696861#

To join via phone, dial 1(323)776-6996, then press 605696861#.

YOU CAN ALSO JOIN THIS MEETING BY CLICKING ON THE FOLLOWING LINK:

[Click here to join the meeting](#)

**DUE TO THE CLOSURE OF ALL COUNTY BUILDINGS, MEMBERS OF THE PUBLIC
WILL NEED TO CALL IN TO PARTICIPATE IN THE MEETING.**

AGENDA

Members of the Public may address the Operations Cluster on any agenda
item after all Informational Items are presented.
Two (2) minutes are allowed for each item.

1. **Call to order – Tamela Omoto-Frias/Anthony Baker**
2. **INFORMATIONAL ITEM(S):**
(5 minutes)
 - A) Board Letter:
APPROVAL TO USE INFORMATION TECHNOLOGY LEGACY
MODERNIZATION FUND COMMITTED FOR INFORMATION
TECHNOLOGY ENHANCEMENTS AND APPROVE APPROPRIATION
ADJUSTMENT
DA – Todd Pelkey, Departmental CIO and
Gina Satriano, Director, Central Operations

CONTINUED ON PAGE 2

B) Board Letter:

APPROVE THE USE OF INFORMATION TECHNOLOGY FUNDS FOR THE LOS ANGELES COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS CENTER (EOC) AUDIOVISUAL (AV) REPLACEMENT PROJECT FOR FISCAL YEAR 2021-22

CEO/OEM – Rob Barreras, EMCIII; Kiet Huynh, Senior IT Consultant; and Christie Carr, Division Manager ISD

C) Board Memo:

NOTIFICATION OF NEW SERVICE FEE FOR SCHOOL AND COMMUNITY COLLEGE DISTRICT GENERAL OBLIGATION BONDS

TTC – Keith Knox, Treasurer and Tax Collector; Elizabeth Buenrostro Ginsberg, Chief Deputy Treasurer and Tax Collector; and Daniel Wiles, Assistant Treasurer and Tax Collector

D) Board Memo:

ADVANCE NOTIFICATION OF INTENT TO NEGOTIATE A SOLE SOURCE AMENDMENT TO SERVICES AND LICENSE AGREEMENT NUMBNER 74797 WITH CGI TECHNOLOGIES AND SOLUTIONS INC.

AUDITOR-CONTROLLER – Karen Loquet, Assistant Auditor Controller

3. **PRESENTATION/DISCUSSION ITEMS:**

None available.

4. **Public Comment**

(2 minutes each speaker)

5. **Adjournment**

FUTURE AGENDA TOPICS

CALENDAR LOOKAHEAD:

None available.

BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

☒ Board Letter

☐ Board Memo

☐ Other

OPS CLUSTER AGENDA REVIEW DATE	7/28/2021	
BOARD MEETING	8/10/2021	
DELEGATED AUTHORITY BOARD LETTER	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SUPERVISORIAL DISTRICT AFFECTED	ALL	
DEPARTMENT	District Attorney's Office	
SUBJECT	APPROVAL TO USE INFORMATION TECHNOLOGY LEGACY MODERNIZATION FUND COMMITTED FOR INFORMATION TECHNOLOGY ENHANCEMENTS AND APPROVE APPROPRIATION ADJUSTMENT	
PROGRAM		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: \$395,000	Funding source: Committed for Information Technology (IT) Enhancements
	TERMS (if applicable):	
	Explanation: The IT Investment Board approved this use of funds on April 11, 2019 and with phased funding on November 19, 2020.	
PURPOSE OF REQUEST	To fund the first phase of the department's Case Management System replacement effort. This phase will document functional requirements and compare in a fit-gap analysis against the Case Management System developed for the PD and APD.	
BACKGROUND (include internal/external issues that may exist)	The Prosecutors Information Management System (PIMS) is the Department's primary case management system. PIMS hosted on the County's mainframe computer and aspects of its core technology are almost 30 years old. The County's Office of the Chief Information Officer (OCIO) has identified PIMS as a critical legacy application that is eligible for legacy application funding. This first phase will define the scope of the system and guide the remaining phases of procurement.	
DEPARTMENTAL AND OTHER CONTACTS	Name, Title, Phone # & Email: <ul style="list-style-type: none"> • Todd Pelkey, Departmental CIO. 213-344-2450, tpelkey@da.lacounty.gov • Gina Satriano, Director, Central Operations. 213-257-3061, gsatriano@da.lacounty.gov 	



GEORGE GASCÓN
LOS ANGELES COUNTY DISTRICT ATTORNEY

HALL OF JUSTICE
211 WEST TEMPLE STREET LOS ANGELES, CA 90012 (213) 974-3500

August 10, 2021

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:

**APPROVAL TO USE INFORMATION TECHNOLOGY LEGACY MODERNIZATION
FUND COMMITTED FOR INFORMATION TECHNOLOGY ENHANCEMENTS AND
APPROVE APPROPRIATION ADJUSTMENT
(ALL DISTRICTS) FY 2021-22 (4 VOTES)
CIO RECOMMENDATION: APPROVE (X)**

SUBJECT

The Los Angeles County (County) District Attorney's Office (DA) requests Board approval for a Fiscal Year 2021-22 appropriation adjustment to transfer \$395,000 from the Committed for Information Technology (IT) Enhancements, commonly known as Legacy Systems Modernization funding, needed to conduct the first phase of a case management system replacement effort.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the attached appropriation adjustment to transfer \$395,000 from the Committed for IT Enhancements to the Department's Services and Supplies appropriation.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Prosecutors Information Management System (PIMS) is the Department's primary case management system. PIMS is a client-server system with a relational database hosted on the County's mainframe computer. Aspects of its core technology are almost 30 years old. The County has targeted PIMS, with its outdated technology and architecture, as one of the critical County systems requiring replacement. The County's Office of the Chief Information Officer (OCIO) has identified PIMS as a critical legacy application that is eligible for legacy application funding.

In addition to PIMS, the DA has other isolated legacy systems that manage limited aspects of a case. Together with PIMS, these legacy systems track case information for approximately 7.75 million defendants. The DA seeks to replace these systems with a comprehensive case management system that can track and manage all parts of the case workflow, including the support of victims, from investigation and case presentation, through filing and the trial, to sentencing and post-conviction activities.

The first step to obtaining a new case management system will be to elicit and document business and functional requirements and perform a fit-gap analysis of the requirements against the Public Defender's (PD's) Case Management System. If the gap analysis should show enough commonality in necessary system functionality, then the PD's system may be leveraged to support the DA functional needs.

Through a competitive bid process under the Enterprise Services Master Agreement (ESMA), Gartner, Inc. was selected to conduct this effort. The Department will assign a dedicated project manager and provide appropriate subject-matter experts (SMEs) to participate in the effort.

Implementation of Strategic Plan Goals

Approval of the recommended action is consistent with both the Los Angeles County Strategic Plan Goal No. 1, Make Investments that Transform Lives: Aggressively address society's most complicated social, health, and public safety challenges, as well as Goal No. 3, Realize Tomorrow's Government Today: Be an innovative, flexible, effective, and transparent partner focused on public service and advancing the common good.

FISCAL IMPACT/FINANCING

The cost of services provided by Gartner, Inc. shall not exceed \$395,000. The County's IT Investment Board (ITIB) approved using the IT Legacy Modernization funding to pay for these services. Approval of the attached appropriation adjustment will allocate funding from obligated fund balance Committed for IT Enhancements to the Department for this purpose.

After this phase is completed, the Department will be better positioned to estimate the cost of remaining phases, as well as operational expenses.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

There are no legal requirements prohibiting the recommended action. The terms and conditions of the Master Agreement have been approved by County Counsel. The contracted services are extraordinary, professional, or technical in nature and are not considered Proposition A and are not subject to the Living Wage Program (County Code Chapter 2.121).

The Master Agreement contains all of the current County-required provisions.

In compliance with Board Policy 6.020 "Chief Information Office Board Letter Approval", the OCIO reviewed the IT components (management, design, development, acquisition, expansion, or purchase of IT systems and/or related services) of this request and recommends approval. The ITIB has approved the use of \$395,000 from IT Legacy Modernization Fund for the Requirements Analysis and Fit-Gap project. Because the OCIO reviewed and approved the business case for this project and approved the ITIB request, no formal written CIO Analysis is required.

CONTRACTING PROCESS

On February 25, 2021, the Internal Services Department (ISD) released a competitive ESMA Work Order Solicitation, E1-120, for the Department's Case Management System Requirements (CMSR) and Fit-Gap Analysis project. The solicitation was released to 27 qualified contractors on ISD's ESMA Category 3 list. On March 9, 2021, two contractors attended the Optional Proposers' Conference. On March 29, 2021, ISD received one response to the competitive solicitation. The response was evaluated by an evaluation committee and determined to be qualified. Gartner, Inc. is recommended for award of ESMA Work Order (WO) E1-120 in the amount of \$395,000.

WO E1-120 is expected to be completed within nine to twelve months after the award of the Contract, and the Department will provide a quarterly implementation progress update to the County CIO Office. Consistent with ESMA policies and procedures, this is hereby the Department's notification informing your Board of the intent to award WO E1-120 for the Requirements and Fit-Gap Analysis Project in the amount of \$395,000. ISD will proceed with the award of this work order after Board approval.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval will ensure that the priorities of the District Attorney are incorporated into a modern case management system to allow the department to manage a full range of

activities and services, including community and victim-based services, while continuing to meet its prosecutorial obligations.

CONCLUSION

Following Board approval, the Executive Officer-Clerk of the Board is requested to return two (2) copies of the adopted Board Letter to Todd Pelkey, District Attorney's Office, 12750 Center Court Drive, Suite 500, Cerritos, CA 90703. Any questions may be directed to Mr. Pelkey at (562) 403-6605.

Respectfully submitted,

Reviewed by:

GEORGE GASCÓN
District Attorney

PETER LOO
Acting, Chief Information Officer

tp

Attachments

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

PINK(1)

BA FORM 03252021

BOARD OF SUPERVISORS
OFFICIAL COPY

August 10, 2021

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF DISTRICT ATTORNEY'S OFFICE

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HER RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFORE**FY 2021-22****4 - VOTES****SOURCES****USES****GENERAL FUND**

A01-3052

COMMITTED FOR IT ENHANCEMENTS

DECREASE OBLIGATED FUND BALANCE

395,000

DISTRICT ATTORNEY

A01-DA-2000-14030

SERVICES & SUPPLIES

INCREASE APPROPRIATION

395,000

SOURCES TOTAL

\$ 395,000

USES TOTAL

\$ 395,000

JUSTIFICATION

Reflects the cancellation of obligated fund balance Committed for IT Enhancements for the District Attorney's Office to conduct the first phase of a case management system replacement effort.

AUTHORIZED SIGNATURE

Lidia Youssef, Fiscal Officer

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---

AUDITOR-CONTROLLER

B.A. NO. 0009

☐ ACTION☒ RECOMMENDATION

BY

DATE

☒ APPROVED AS REQUESTED☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

Rene C.
BY Phillips

DATE

Digitally signed by Rene C.
Phillips
Date: 2021.07.08 15:29:25
-07'00'

BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

☒ Board Letter

☐ Board Memo☐ Other

OPS CLUSTER AGENDA REVIEW DATE	7/28/2021	
BOARD MEETING	8/10/2021	
DELEGATED AUTHORITY BOARD LETTER	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SUPERVISORIAL DISTRICT AFFECTED	ALL	
DEPARTMENT	Chief Executive Office, Office of Emergency Management	
SUBJECT	Los Angeles County Operational Area Emergency Operations Center (EOC) Audiovisual (AV) Replacement Project	
PROGRAM		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	N/A	
COST & FUNDING	Total cost: \$1,505,108	Funding source: ITIB – ITF
	TERMS (if applicable):	
	Explanation:	
PURPOSE OF REQUEST	Approve the use of ITIB – ITF for the Los Angeles County Operational Area EOC AV Replacement Project for Fiscal Year 2021-22.	
BACKGROUND (include internal/external issues that may exist)	<p>The EOC AV Replacement Project will replace a 1995 legacy system that is obsolete and no longer serviceable. This project will promote the vision of the EOC: An EOC that leverages technology to enhance service delivery and efficiency.</p> <p>During activations of the EOC the AV equipment provides situational awareness for disaster response and recovery. It supports the ability for conference calls with State and Federal partners.</p>	
DEPARTMENTAL AND OTHER CONTACTS	<p>Name, Title, Phone # & Email:</p> <ul style="list-style-type: none"> • Rob Barreras, EMCIII 213.503.2938 rbarreras@ceooem.lacounty.gov • Kiet Huynh, Sr. IT Consultant 213.505-3529 khuynh@ceo.lacounty.gov • Christie Carr, Division Manager 562.419-4490 ccarr@isd.lacounty.gov 	



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

FESIA A. DAVENPORT
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

August 10, 2021

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

Dear Supervisors:

**APPROVE THE USE OF INFORMATION TECHNOLOGY FUND FOR THE LOS ANGELES
COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS CENTER (EOC)
AUDIOVISUAL (AV) REPLACEMENT PROJECT FOR FISCAL YEAR 2021-22
(ALL SUPERVISORIAL DISTRICTS – 4 VOTES)**

SUBJECT

The Chief Executive Office Office of Emergency Management (CEO-OEM) is requesting the Board of Supervisors' (Board) approval of an appropriation adjustment to use \$1,505,108 from the Information Technology Fund (ITF) for the Los Angeles County Operational Area Emergency Operations Center (EOC) Audiovisual (AV) Replacement Project.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the use of \$1,505,108 from the ITF for the EOC AV Replacement Project.
2. Approve a Fiscal Year 2021-22 appropriation adjustment in the ITF to reallocate \$1,505,108 from Services and Supplies (S&S) to other financing uses and to increase the CEO's Capital Assets - Equipment Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The EOC was constructed in 1993 and occupied in 1995. The EOC is a convening place for decision makers and support staff to coordinate response and recovery efforts for emergencies that impact Los Angeles County. During EOC activations, situational awareness is critical to gain appropriate assessment of unfolding events, establish priorities, develop an action plan, and allocate necessary resources during an emergency.

The AV system at the EOC is the essential tool to facilitate situational awareness to allow for appropriate decisions during an emergency. For example, it is necessary for decision makers at the EOC to monitor broadcast media, teleconference with internal and external stakeholders, and display AV graphics and data sources for EOC responders. The AV system is a mission critical system of the EOC.

In response to COVID-19, the EOC was activated on March 4, 2020 and is still activated. Throughout this activation, the AV system has experienced numerous failures, including a full system outage that lasted for multiple days in August 2020. This legacy AV system (from 1995) is obsolete, cannot be serviced, and has to be replaced.

Implementation of Strategic Plan Goals

The recommended action supports County-Goal 3: Realize Tomorrow's Government Today:

- III.2.3 Prioritize and Implement Technology Initiatives That Enhance Service Delivery and Increase Efficiency
 - Support implementation of technological enhancements and acquisitions that increase efficiency (e.g. infrastructure, software, hardware, applications) including replacement of legacy systems.

FISCAL IMPACT/FINANCING

The ITF, governed by the Information Technology Investment Board (ITIB), was established to fund Countywide or multi-departmental technology projects that improve the delivery of services to the public; generate operational improvements to one or more departments or programs; and improve interdepartmental or interagency collaboration.

The overall cost of the EOC AV Replacement Project is \$2,661,614. The requested ITF funds/expenses are not to exceed \$1,505,108. This request includes costs for equipment, Integrated Media Technologies Inc. (IMT) (Telecommunications Equipment and Services Master Agreement (TESMA) vendor), and the County's Internal Services Department (ISD) (i.e. Project Management, TESMA Contracting Support, AV Engineering Support, and Facility/Electrical Support). Additional costs for the EOC AV Replacement Project are funded through State Homeland Security Program (SHSP) grants. CEO-OEM has secured \$1,156,506 in SHSP grants to assist with the overall cost of the EOC AV Replacement Project.

The County's ITIB approved using the ITF to pay for the EOC AV Replacement Project. The Board's recommendation requires an attached appropriation adjustment in the ITF to reallocate \$1,505,108 from S&S to other financing uses and to increase the CEO's Capital Assets - Equipment Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On November 19, 2019, the Board adopted a motion regarding “Building State-of-the-Art Emergency Operations for Los Angeles County.” This EOC AV Replacement Project is one component of enhancing the capabilities at the EOC. It will help ensure situational awareness throughout the EOC and will support emergency response and recovery activities.

The Board accepted \$10,276,789 of SHSP 2018 funding on July 30, 2019 and \$10,655,569 of SHSP 2019 funding on April 7, 2020. SHSP grants provide funding to support the implementation of projects, such as the EOC AV Replacement Project. CEO-OEM has received \$588,151.00 of SHSP 2018 and \$568,355.00 of SHSP 2019 (a total of \$1,156,506) for the EOC AV Replacement Project.

The Office of the Chief Information Officer (OCIO) has reviewed this Board Letter and recommends approval (analysis attached).

CONTRACTING PROCESS

In order to understand the scale and scope of this project, CEO-OEM partnered with ISD to release a TESMA Work Order Solicitation (WOS). Multiple TESMA contractors submitted proposals. IMT was awarded the multi-phase EOC AV Replacement Project.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The EOC AV Replacement Project will replace a 1995 legacy system that is obsolete and no longer serviceable. This project will promote the vision of the EOC: An EOC that leverages technology to enhance service delivery and efficiency.

CONCLUSION

Upon the Board’s approval, the Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board letter to Chief Executive Office.

Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

The Honorable Board of Supervisors
August 10, 2021
Page 4

FAD:JMN:AC
KM:LL:RB:md

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Internal Service Department
Office of the Chief Information Officer

August 10, 2021

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF CHIEF EXECUTIVE OFFICER

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HER RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFORE
FY 2021-22
4 - VOTES

SOURCES		USES	
INFORMATION TECHNOLOGY INFRASTRUCTURE FUND B16-AO-2000-40033 SERVICES & SUPPLIES DECREASE APPROPRIATION	1,505,000	INFORMATION TECHNOLOGY INFRASTRUCTURE FUND B16-AO-6100-40033 OTHER FINANCING USES INCREASE APPROPRIATION	1,505,000
CHIEF EXECUTIVE OFFICER A01-AO-96-9911-10100 OPERATING TRANSFERS IN INCREASE REVENUE	1,505,000	CHIEF EXECUTIVE OFFICER A01-AO-6030-10100 CAPITAL ASSETS - EQUIPMENT INCREASE APPROPRIATION	1,505,000
SOURCES TOTAL	\$ 3,010,000	USES TOTAL	\$ 3,010,000

JUSTIFICATION

This adjustment reflects a shift in appropriation from the Information Technology Infrastructure Fund to the Chief Executive Office for the Los Angeles County Operational Area Emergency Operations Center (EOC) Audiovisual (AV) Replacement Project.

AUTHORIZED SIGNATURE THERESA TRAN, MANAGER, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---	<input type="checkbox"/> ACTION	<input type="checkbox"/> APPROVED AS REQUESTED
	<input type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> APPROVED AS REVISED
AUDITOR-CONTROLLER	BY	CHIEF EXECUTIVE OFFICER
B.A. NO.	DATE	BY
		DATE

DRAFT

Attachment



Peter Loo
ACTING CHIEF INFORMATION OFFICER

CIO ANALYSIS

BOARD AGENDA DATE:

8/10/2021

This document provides an analysis and recommendations by the Office of the Chief Information Officer pertaining only to “requests concerning the approval of actions related to the management, design, development, acquisition, expansion, or purchase of **automated systems and/or related services**,” per [Board Policy 6.020, “Chief Information Office Board Letter Approval”](#). This document shall not be construed as endorsement, or a recommendation for approval, of any other items.

SUBJECT:

APPROVE THE USE OF INFORMATION TECHNOLOGY FUNDS FOR THE LOS ANGELES COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS CENTER (EOC) AUDIO/VISUAL SYSTEM REPLACEMENT PROJECT

CONTRACT TYPE:

☒ New Contract ☐ Sole Source ☐ Amendment to Contract #: TESMA W/O TA643

SUMMARY:

Description: The Chief Executive Office, Office of Emergency Management (CEO-OEM) is requesting Board of Supervisors’ approval to use \$1,505,108 from the Information Technology Fund (ITF) for the Los Angeles County Operational Area Emergency Operations Center (EOC) Audiovisual (AV) Replacement Project. The Information Technology Investment Board has approved this request.

The EOC AV Replacement Project will replace a 1995 legacy system that is obsolete and no longer serviceable. During activations of the EOC, the AV equipment provides situational awareness for disaster response and recovery.

In response to COVID-19, the EOC was activated on March 4, 2020 and is still activated. Throughout this activation, the AV system has experienced numerous failures, including a full system outage in August 2020.

Contract Amount: \$1,505,108

APPROVE THE USE OF INFORMATION TECHNOLOGY FUNDS FOR THE LOS ANGELES COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS CENTER (EOC) AUDIO/VISUAL SYSTEM REPLACEMENT PROJECT

FINANCIAL ANALYSIS:

Contract costs:

One-time costs

Hardware/Software/Services	\$	1,505,108
----------------------------------	----	-----------

Total one-time costs:.....	\$	1,505,108
-----------------------------------	-----------	------------------

Notes:

THE OVERALL COST OF THE EOC AV REPLACEMENT PROJECT IS \$2,661,614. THE ITF GRANT WILL COVER \$1,505,108 OF THE TOTAL AMOUNT. THIS INCLUDES COSTS FOR EQUIPMENT AND SERVICES. THE BALANCE OF THE COST FOR THIS PROJECT (\$1,156,506) IS FUNDED THROUGH STATE HOMELAND SECURITY PROGRAM GRANTS.

RISKS:

1. As with any Information Technology infrastructure project, there are risks in the areas of quality, cost and schedule. The CEO-OEM has mitigated the quality risks by developing a well-defined Statement of Work. Aside from ensuring that the contractor (Integrated Media Technologies, Inc.) complies with all of the terms, conditions and technical specifications in the TESMA Master Agreement, all work performed shall be completed in accordance with the National Electrical Code, Electronics Industry Association Standards, and the Telecommunications Industry Association. The Contractor is also responsible for obtaining all construction permits and licenses required. The SOW also details the quality of materials to be used, including the necessary Uninterruptible Power Supplies, Cabling, AV Control System, Encoder/Decoder Cards, Servers, Video Processors, Wireless Microphones, Data Switches, Local Area Network Infrastructure, Control Panels, Videoconference System, Ceiling Speakers in each room, Helicopter Video Feeds, Cable Distribution System and Video Walls. Additionally, the Contractor is responsible for testing all new components before cutover, and training County personnel on the use of all new equipment, as well removing all existing equipment and cabling. From a project management standpoint, both the County and Contractor have assigned Project Managers to the project. CEO-OEM has developed a high-level timeline for the project, and a detailed project implementation plan will be developed by the Contractor 10 days after the project kickoff meeting.

From a cost standpoint, the CEO-OEM has mitigated the risks by developing a complete bill of materials, and securing 20% in project contingency funds. Some cost risks still exist because of possible unexpected issues due to the age and lack of documentation of the existing equipment and infrastructure.

From a schedule standpoint, the primary risk includes the nationwide shortage of information technology equipment, including microchips. The other event that could impact the project schedule would be an unexpected activation of the EOC.

The Chief Information Security Officer has reviewed the Work Order, and no security issues have been identified.

APPROVE THE USE OF INFORMATION TECHNOLOGY FUNDS FOR THE LOS ANGELES COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS CENTER (EOC) AUDIO/VISUAL SYSTEM REPLACEMENT PROJECT

PREPARED BY:

HENRY BALTA, DEPUTY CHIEF INFORMATION OFFICER

DATE

APPROVED:

PETER LOO, ACTING CHIEF INFORMATION OFFICER

DATE

LOS ANGELES COUNTY OPERATIONAL AREA EMERGENCY OPERATIONS CENTER (EOC) AUDIOVISUAL (AV) REPLACEMENT PROJECT

Information Technology Fund Presentation:
June 24, 2021

To meet the mission of supporting the successful response
and recovery activities of the Los Angeles County
Operational Area Emergency Operations Center.

CEO | OEM, Rob Barreras
CEO | ITS, Kiet Huynh
ISD | PCS, Christie Carr



INTERNAL SERVICES
DEPARTMENT
COUNTY OF LOS ANGELES



The EOC Role



Serves the County and supports all political subdivisions within the county area including 200 special districts and 10 million residents.



Displays situational awareness supports and provides informed critical decision making.



Supports Alert and Warning Notifications and Emergency Public Information.



Supports collaboration and provides the ability to share information with the County and external partners (e.g., political subdivisions, Cal OES, Federal partners, NGOs, etc.).

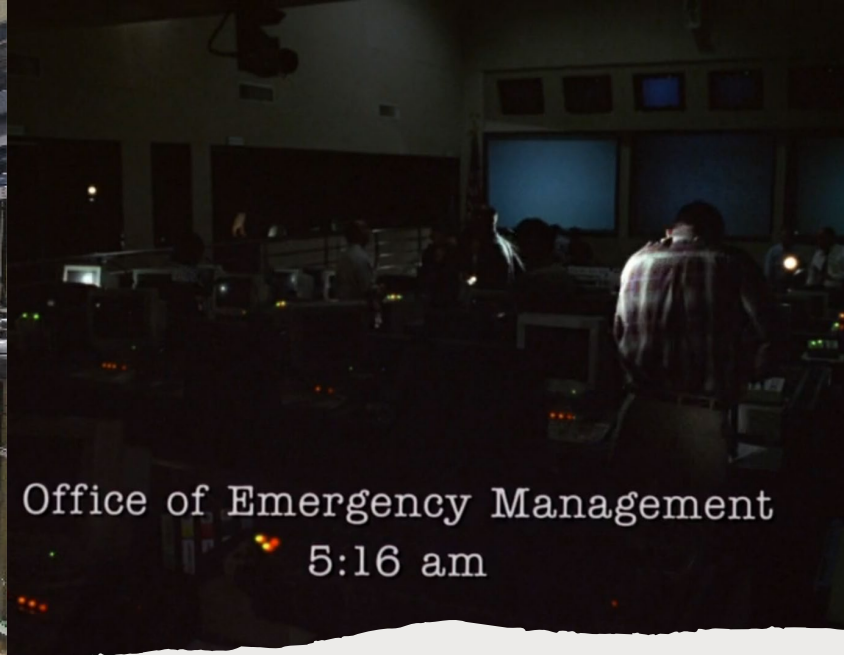
Background: OEM

- The Chief Executive Office (CEO) Office of Emergency Management (OEM) has the responsibility of comprehensively planning for, responding to, and recovering from large-scale emergencies and disasters that impact the Los Angeles County Operational Area.
- OEM's work is accomplished in partnership and collaboration with first response agencies, as well as non-profit, private sector and government partners.



Background - EOC

- The Los Angeles County Operational Area EOC was constructed in 1993 and occupied in 1995.
- The EOC is headquarters for decision makers and support staff who come together to respond to and recover from emergencies within the county.
- Critical to this process is the ability to monitor broadcast media, teleconference with external stakeholders, and display AV graphics and data sources.
- The EOC has been activated for over a year coordinating response and recovery activities for COVID-19 (e.g., COOP, testing, medical sheltering, feeding, vaccinations, etc.), civil unrest, General Election, Presidential Inauguration, and multiple devastating wildfires (e.g., Lake and Bobcat).



The Problem

1993
Legacy Equipment
Installed

2016
Rear projectors failed.
No replacement parts.
Substituted three TVs.

● ● ● ●
Over time it has become dated, obsolete, no longer serviceable, and must be replaced.

2008
Partial AV Upgrade (Mix
of Legacy Equipment)

2020
COVID-19 Activation:
Numerous failures and
multi-day system outage

Risks/Mitigation

RISKS

- The current AV system is at risk of failing.
- Obsolete replacement components are no longer available, and technicians can no longer service failing equipment.
- A failed AV system will leave the EOC without access to sources of situational awareness and hinder emergency response and recovery operations.

MITIGATION EFFORTS

- The overall project is broken into Phases to help ensure that the EOC maintains an acceptable level of operational readiness during current activation.
- Replacement in phases to maintain current operational readiness until cutover.
- Demolition of obsolete system will be completed following each replacement phase.
- Utilize grant funds to replace critical components.

Project Support

- The project has County Executive Leadership support.
- Secured initial funding through grant funding.
- Established Working Group:
 - ISD - TESMA, technology acquisition, and installation oversight
 - CEO | ITS - EOC IT Support
 - CEO | OEM - EOC facility and operational requirements

Working Group Mission

Tasked with fast tracking project before system failure.

The Solution

Vision Statement

An EOC that leverages technology to enhance service delivery and efficiency.

Board Motion - Supervisor Kuehl and Barger (November 19, 2019)

Building State-of-the-Art Emergency Operations for Los Angeles County

- ISD in coordination with OEM, released a competitive Work Order Solicitation under ISD's Telecommunications Equipment and Services Master Agreement (TESMA) contractors.
- Integrated Media Technologies Inc. (IMT) was the lowest bid and awarded the subordinate Work Order.
- The County can engage on all, some, or none of the multi-phase scope to design and install the replacement system.
- Strategic Plan Threading
 - County - Goal 3: Realize Tomorrow's Government Today
 - III.2.3 Prioritize and Implement Technology Initiatives That Enhance Service Delivery and Increase Efficiency
 - Support implementation of technological enhancements and acquisitions that increase efficiency (e.g., infrastructure, software, hardware, applications) including replacement of legacy systems.

The Cost

One-Time Cost

Phase	Description	IMT	ISD TESMA/PM/FOS	Subtotal	Contingency (20%)	Total	Funding
A	Purchase Equipment	588,151.00	28,855.13	617,006.12	123,401.22	740,407.35	SHSP 18 - \$588,151
B	Install Equipment	497,265.44	24,247.66	521,513.10	104,302.62	625,815.72	SHSP 19 - \$568,355
1 (A + B)	System Engine and Consolidate Systems	1,085,416.43	53,102.79	1,138,519.23	227,704.05	1,366,223.07	SHSP + ITF Request for Contingency
2	Video Wall and Displays	785,981.22	107,100.04	893,081.26	178,616.25	1,071,697.51	ITF Request
3	Top Video Wall	164,390.70	22,020.22	186,410.91	37,282.18	223,693.10	ITF Request
Total		2,035,788.36	182,223.04	2,218,011.40	443,602.48	2,661,613.68	

One-Time Grant Funding

Grant	2018	2019	Total
SHSP	588,151.00	568,355.00	1,156,506.00

State Homeland Security Program (SHSP)

The Request

Description	IMT	ISD (TESMA/PM/ FOS)	Subtotal	Contingency (20%)	Total
All Phases - Estimated Costs	2,035,788.36	182,223.04	2,218,011.40	443,602.48	2,661,613.68
SHSP 18 and SHSP 19 Grant Funding					-1,156,506.00
ITF Request					\$1,505,107.68

Project Timeline

SHSP Funding

PHASE 1A

Task	Timeframe
Procurement	April 05 - 19
System Design Documents - Preliminary	April 05 - 19
System Design Documents - Final	April 19 - 23
Equipment Delivery	May 01 - 07
Project Invoice	May 07

PHASE 1B (SHSP19 Mod by July 1)

Task	Timeframe
Installation	July 12 - August 12
System Commissioning	August 02 - 06
Substantial Completion	August 13
User Acceptance Testing	August 16 - 20
Punch List Remediation	August 23 - 27
Training	August 30 - September 03
Final Acceptance	September 03
Pre-Existing System Demo	September 04 - 24

ITIB Funding

ADDITIONAL PHASES

Task	Timeframe
Phase 2 - Video Wall and Displays	August/September 2021
Phase 3 - Top Video Wall	August/September 2021
Pre-Existing System Demo	October 2021

Thank You...

Presenter	Department	Email
Rob Barreras	CEO OEM	rbarreras@ceooem.lacounty.gov
Kiet Huynh	CEO ITS	khuyhnh@ceo.lacounty.gov
Christie Carr	ISD PCS	ccarr@isd.lacounty.gov



Recommendations

Questions

Concerns?

BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

☐ Board Letter

☒ Board Memo

☐ Other

OPS CLUSTER AGENDA REVIEW DATE	7/28/2021	
BOARD MEETING	N/A	
DELEGATED AUTHORITY BOARD LETTER	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A - Informational Board Memo	
SUPERVISORIAL DISTRICT AFFECTED	All Districts	
DEPARTMENT	Treasurer and Tax Collector (TTC)	
SUBJECT	Notification of New Service Fee for School and Community College District General Obligation Bonds	
PROGRAM	N/A	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: N/A	Funding source: N/A
	TERMS (if applicable): N/A	
	Explanation:	
PURPOSE OF REQUEST	The TTC intends to charge school districts and community college districts a fee in the amount of five-thousand dollars (\$5,000) for each series of general obligation (GO) bonds that close on or after September 1, 2021, to recover a portion of costs for services performed by TTC in facilitating the issuance of each series of GO bonds issued by such districts under the authority of the California Government Code or the Education Code.	
BACKGROUND (include internal/external issues that may exist)	The services performed by the TTC include, but are not limited to, coordinating with County Counsel, the Auditor-Controller and external legal and financial professionals working for the issuing districts to ensure all County requirements for the issuance of the GO bonds have been met; ensuring that GO bonds are issued in a cost-effective manner; ensuring the annual debt service requirements for all GO bonds are included on the annual secured property tax roll; and ensuring the timely payment of all debt service requirements to bondholders. The Auditor-Controller has reviewed and approved the proposed fee as to its reasonableness.	
DEPARTMENTAL AND OTHER CONTACTS	<ul style="list-style-type: none"> Keith Knox, Treasurer and Tax Collector, (213) 974-2101, kknox@ttc.lacounty.gov Elizabeth Buenrostro Ginsberg, Chief Deputy Treasurer and Tax Collector, (213) 974-0703, eginsberg@ttc.lacounty.gov Daniel Wiles, Assistant Treasurer and Tax Collector, (213) 974-7175, dwiles@ttc.lacounty.gov 	



KEITH KNOX
TREASURER AND TAX COLLECTOR

COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 437, Los Angeles, California 90012
Telephone: (213) 974-2101 Fax: (213) 626-1812
ttc.lacounty.gov and propertytax.lacounty.gov

Board of Supervisors

HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

July 28, 2021

TO: Supervisor Hilda L. Solis, Chair
Supervisor Holly J. Mitchell
Supervisor Sheila Kuehl
Supervisor Janice Hahn
Supervisor Kathryn Barger

FROM: Keith Knox
Treasurer and Tax Collector

SUBJECT: **NOTIFICATION OF NEW SERVICE FEE FOR SCHOOL AND COMMUNITY
COLLEGE DISTRICT GENERAL OBLIGATION BONDS**

Effective September 1, 2021, my Department will begin charging a \$5,000 fee to review each new series of general obligation (GO) bonds issued by a school district or community college district, under the authority of the California Government Code or the Education Code, that closes on or after this date. The new fee, which was reviewed by County Counsel and approved by the Auditor-Controller, will help recover costs incurred by my office to provide these services.

My office provides various services to facilitate the issuance of all school and community college district GO bonds within the County. These services include coordinating with County Counsel, the Auditor-Controller and external legal and financial professionals working for the issuing districts to ensure all County requirements for the issuance of GO bonds are met; reviewing all GO bond transactions to ensure they are issued in a cost-effective manner and comply with all relevant governing laws; ensuring the annual debt service requirements for all GO bonds are included on the annual secured property tax roll; and ensuring the timely payment of all debt service requirements to bondholders. We had established fees previously for school GO bonds issued by the County on behalf of school districts (\$5,000 for transactions less than \$100 million, and \$10,000 for transactions in excess of \$100 million). This new fee will allow us to recover a portion of our costs as we facilitate the issuance of bonds not issued by the County.

Should you have any questions, please contact me directly or your staff may contact Daniel Wiles, Assistant Treasurer and Tax Collector, at (213) 974-7175 or dwiles@ttc.lacounty.gov.

KK:EBG:DW:TG:JP:ad
doc/School&CCD GO Bonds Notification of New Service Fee_020321

c: Chief Executive Officer
Executive Officer, Board of Supervisors
Auditor-Controller
County Counsel

BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

☐ Board Letter

☒ Board Memo

☐ Other

OPS CLUSTER AGENDA REVIEW DATE	7/28/2021	
BOARD MEETING	9/14/2021	
DELEGATED AUTHORITY BOARD LETTER	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SUPERVISORIAL DISTRICT AFFECTED	Applies to All Districts	
DEPARTMENT	Auditor-Controller	
SUBJECT	Advanced Notification of Intent to Negotiate a Sole Source Amendment to Services and License Agreement Number 74797 with CGI Technologies and Solutions Inc. (CGI)	
PROGRAM	eCAPS/eHR Enterprise Systems	
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain why: The vender (CGI) is the only organization that can provide licensing, maintenance and support to eCAPS/eHR due to its proprietary ADVANTAGE software. These systems are referred to as the County's ERP Systems.	
DEADLINES/ TIME CONSTRAINTS	Current contract expires in September 2022	
COST & FUNDING	Total cost: \$.	Funding source: Integrated Applications Budget under the oversight of the Auditor Controller
	TERMS (if applicable): Negotiate amendment to extend the current contract agreement with CGI, for an additional 2 years, through September 2024.	
	Explanation: Department seeks authority to negotiate with CGI to extend the current maintenance pricing for an additional two years, while the County team decides whether to proceed with the next upgrade, or to procure a replacement system.	
PURPOSE OF REQUEST	Advanced Notification of Intent to Negotiate Sole Source Contract Amendment with CGI.	
BACKGROUND (include internal/external issues that may exist)	Since the original Board approved contract in April 2004 eCAPS and eHR web-based enterprise applications have been established as the integrated core financial and human resources management systems for all county departments. These applications have successfully provided critical financial, budget, procurement, inventory, capital asset, debt, contract, payroll and human resources management functionality to support the daily operations of all County departments. Based on recent feedback from County departments, the A-C is in need of the two-year extension to evaluate whether the eCAPS and eHR can continue to meet department needs through upgrades, or if other products are more suited to the County's requirements.	
DEPARTMENTAL AND OTHER CONTACTS	Name, Title, Phone # & Email: Karen Loquet, Assistant Auditor Controller (CIO), (213-974-0385) Kloquet@auditor.lacounty.gov	



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

ARLENE BARRERA
AUDITOR-CONTROLLER

OSCAR VALDEZ
CHIEF DEPUTY AUDITOR-CONTROLLER

ASSISTANT AUDITOR-CONTROLLERS

**PETER HUGHES
KAREN LOQUET
CONNIE YEE**

July 28, 2021

TO: Supervisor Hilda L. Solis, Chair
Supervisor Holly J. Mitchell
Supervisor, Sheila Kuehl
Supervisor Janice Hahn
Supervisor Kathryn Barger

FROM: Arlene Barrera
Auditor-Controller

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO NEGOTIATE A SOLE
SOURCE AMENDMENT TO SERVICES AND LICENSE AGREEMENT
NUMBER 74797 WITH CGI TECHNOLOGIES AND SOLUTIONS INC.**

In accordance with Board Policy 5.100, this letter provides advance notification to the Board of Supervisors (Board), that the Los Angeles County Auditor-Controller (A-C) intends to return to the Board to request approval of an extension to the existing Sole Source Services and License Agreement (SLA) Number 74797 with CGI Technologies and Solutions Inc. (CGI) for continued software maintenance and support services (Services) for the County's enterprise financial and human resources (eCAPS/eHR) software applications and related services.

BACKGROUND

Since the original Board approved contract in April 2004 eCAPS and eHR web-based enterprise applications have been established as the integrated core financial and human resources management systems for all county departments. These applications have successfully provided critical financial, budget, procurement, inventory, capital asset, debt, contract, payroll and human resources management functionality to support the daily operations of all County departments.

JUSTIFICATION

The A-C is statutorily required to perform certain financial services on behalf of the County such as issuing payments to employees and vendors and preparing an Annual Comprehensive Financial Report (ACFR) to report publicly the financial condition of the County. Performing these responsibilities requires the establishment of an enterprise system that allows for the efficient administration of various accounting, procurement and payroll functions.

Feedback received in 2020 from 240 Subject Matter Experts in multiple County departments indicated several areas where improvements are desired such as mobile applications, procurement, and reporting/data analytics. Our current SLA expires in September 2022, and a two-year extension is necessary to enable the A-C and County stakeholders to evaluate whether to proceed with an upgrade to eCAPS and eHR or consider alternate solutions in order to improve County government operations, better serve the County's needs, and to operate in a fiscally-responsible and business-like manner.

CONCLUSION

Consistent with Board Policy 5.100, I am informing the Board of my intention to negotiate an Amendment with CGI to extend our existing SLA for two additional years. We will return to your Board for approval of the final negotiated sole source agreement.

If you have any questions, please contact me at (213) 974-8302 or at abarrera@auditor.lacounty.gov or your staff may contact Karen Loquet, Assistant Auditor-Controller, at (213) 974-0385 or KLoquet@auditor.lacounty.gov.

AB:OV:KL

c: Chief Executive Office
Executive Office, Board of Supervisors
County Counsel
Internal Services Department
Department of Human Resources

SOLE SOURCE CHECKLIST

Department Name: Auditor-Controller

☐

New Sole Source Contract

☒

Sole Source Amendment to Existing Contract

Date Existing Contract First Approved:

April 6, 2004

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>“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>
<input type="checkbox"/>	➤ Compliance with applicable statutory and/or regulatory provisions.
<input type="checkbox"/>	➤ Compliance with State and/or federal programmatic requirements.
<input type="checkbox"/>	➤ Services provided by other public or County-related entities.
<input type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input type="checkbox"/>	➤ 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.
<input type="checkbox"/>	➤ 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 which has no available option periods.
<input checked="" type="checkbox"/>	➤ 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 option periods.
<input type="checkbox"/>	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
<input type="checkbox"/>	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
<input type="checkbox"/>	➤ 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

Date