

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

30 April 23, 2024



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BOARD OF SUPERVISORS

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JEFF LEVINSON
INTERIM EXECUTIVE OFFICER

April 23, 2024

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 FORTHCOMING FEDERAL AND STATE OF CALIFORNIA AWARDS AND FUTURE AWARDS FOR PUBLIC HEALTH EMERGENCIES; EXECUTE THREE SOLE SOURCE CONTRACTS, NEW CONTRACTS AND AMENDMENTS; AND PURCHASE FOOD AND BEVERAGES (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Provide authorization to accept and implement forthcoming federal and State awards and future 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 (Public Health), or designee, to accept and implement a forthcoming award from the Centers for Disease Control and Prevention (CDC), Assistance Listing Number 93.069, to support Public Health Emergency Preparedness (PHEP) for Year 1 of an anticipated five-year award beginning July 1, 2024 through June 30, 2029, at an estimated annual amount of \$25,000,000, as determined by the CDC, 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 Public Health, or designee, to accept additional funding that may be issued from various funders as new awards in the event of a pandemic, emerging infectious disease outbreak, or an all-hazards or other public health emergency, 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 Public Health, or designee, to accept future awards that are consistent with the requirements of the award referenced in Recommendation 1 and amendments to the awards listed in Recommendations 1 and 2 that extend the term at amounts to be determined by the funding entity and/or provide an increase or decrease in funding, subject to review and approval by County Counsel, and notification to your Board and the CEO.

4. Delegate authority to the Director of Public Health, or designee, to accept future amendments that are consistent with the requirements of the awards referenced above in Recommendations 1 and 2 that reflect non-material and/or ministerial revisions to the award's terms and conditions and allow for the rollover of unspent funds and/or redirection of funds, subject to review and approval by County Counsel.

5. Delegate authority to the Director of Public Health, or designee, to execute sole source contracts with the City of Long Beach (Long Beach), the City of Pasadena (Pasadena) and the City of Los Angeles (City of LA) for the term of July 1, 2024 through June 30, 2025, with an option to extend for four additional one-year terms through June 30, 2029, at annual maximum obligations to be determined by the Director of Public Health, or designee, and dependent on availability of funding, for Public Health Emergency Preparedness and Response services, subject to review and approval by County Counsel, and notification to your Board and the CEO.

6. Delegate authority to the Director of Public Health, or designee, to execute one or more competitively solicited contract(s), sole source contract(s), or amendments to existing service contracts related to public health emergency preparedness, response, and recovery, with contract maximum obligations not to exceed \$600,000 annually per service contract, funded by sources to include, but not limited to, the CDC, California Department of Public Health (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 Public Health, or designee, to execute amendments to the contracts referenced above in Recommendations 5 and 6 that extend the term; allow the rollover of unspent contract funds, if allowable by the funding source; allow reallocation of funds between budgets; provide an increase or decrease in funding up to 10 percent above or below the annual base maximum obligation effective upon execution; update the statement of work and/or scope of work, as necessary; and/or correct errors in the terms and conditions, subject to review and approval by County Counsel, and notification to your Board and the CEO.

8. Delegate authority to the Director of Public Health, or designee, to execute change notices to the contracts referenced above in Recommendations 5 and 6 that authorize modifications to the budget with corresponding modifications to the statement of work and/or scope of work, that are within the same scope of services, as necessary; and/or changes to hours of operation and/or service locations.

9. Delegate authority to the Director of Public Health, or designee, to immediately suspend or terminate the contracts referenced above in Recommendations 5 and 6, upon issuing a written notice to contractors who fail to fully comply with contractual requirements and terminate contracts for convenience by providing a 30-calendar day advance written notice to contractors.

10. Delegate authority to the Director of Public Health, or designee, to purchase food and

beverages for 10 public health emergency volunteer preparedness trainings, drills, and exercises scheduled annually in amounts not to exceed \$3,525 per training, with an estimated 100 attendees, 100 percent offset by CDC or CDPH funding, subject to review and approval by County Counsel.

11. Delegate authority to the Director of Public Health, or designee, to purchase food and beverages for up to eight community stakeholder workshops annually in amounts not to exceed \$3,525 per workshop with an estimated 100 attendees, 100 percent offset by CDC or CDPH funding, subject to review and approval by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow Public Health to accept a forthcoming award from the CDC to strengthen and enhance public health capabilities to prepare for and respond to 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 Public Health to accept additional funding that may be issued from various funders as new awards in the event of a pandemic, emerging infectious disease outbreak, or an all-hazards or other public health emergency.

Approval of Recommendation 3 will allow Public Health to accept future awards that are consistent with the requirements of the awards referenced above to extend the term awards at amounts determined by the funder; and/or provide an increase or decrease in funding in each award. This authority is being requested to enhance Public Health's efforts to expeditiously maximize grant revenue, consistent with Board Policy 4.070: Full Utilization of Grant Funds.

Approval of Recommendation 4 will allow Public Health to accept future amendments that are consistent with the requirements of the awards referenced above that reflect non-material or ministerial revisions to the awards' terms and conditions and roll over unspent funds, and/or redirection of funds.

Approval of Recommendation 5 will allow Public Health to execute sole source contracts with Long Beach, Pasadena, and the City of LA. The contracts with Long Beach and Pasadena will continue to support the upgrade of local public health infrastructure and jurisdictional preparedness efforts to prevent, protect against, respond to, mitigate, and rapidly recover from hazards such as disease outbreaks, natural disasters, biological, chemical, and radiological incidents, and other public health threats and emergencies. The contract with the City of LA will allow for the continued partnership with Public Health in building and sustaining public health emergency preparedness and response for its more than 3.8 million residents.

Approval of Recommendation 6 will allow Public Health to execute one or more competitively solicited contract(s), sole source contract(s), or amendments to existing service contracts to quickly respond to public health threats and/or emergencies and fulfill grantor requirements.

Approval of Recommendation 7 will allow Public Health to execute amendments to the contracts to extend and/or adjust the term; rollover unspent funds; reallocate funds between budgets; and increase or decrease funding up to 10 percent above or below the annual base maximum obligation, update the statement of work and/or scope of work; and/or correct errors in the contract's terms and conditions, as necessary.

Approval of Recommendation 8 will allow Public Health to execute change notices to the contracts that authorize modifications to the budget with corresponding modifications to the statement of work and/or scope of work; that are within the same scope of services, as necessary and changes to hours of operation and/or service locations.

Approval of Recommendation 9 will allow Public Health to immediately suspend or terminate contracts with contractors who fail to perform and/or fully comply with contractual requirements, and to terminate contracts for convenience by providing 30-calendar days' advance written notice to contractors.

Approval of Recommendation 10 will allow Public Health to purchase food and beverages to be served during 10 public health emergency volunteer preparedness trainings, drills, and exercises scheduled annually for community volunteers registered with the Medical Reserve Corps and Public Health Emergency Volunteer Network. A total of 2,616 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, 50 partnering community volunteer groups with more than 6,200 volunteers are registered with the Public Health Emergency Volunteer Network.

The trainings, drills, and exercises enhance volunteers' knowledge, skills, and capabilities to augment Public Health staffing during emergency response efforts, 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 utilize limited time most effectively 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 11 will allow Public Health to purchase food and beverages to be served during eight public health emergency readiness, response, and recovery workshops annually 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 utilize limited time most effectively 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 of the strategic plan goals contained in the County of Los Angeles Strategic Plan – North Star 1, Make Investments that Transform Lives; North Star 2, Foster Vibrant and Resilient Communities; and North Star 3, Realize Tomorrow's Government Today.

FISCAL IMPACT/FINANCING

Public Health will accept a forthcoming award from CDC at an estimated annual amount of \$25,000,000, beginning July 1, 2024 through June 30, 2029. Final funding will be determined by CDC. 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 Public Health. Public Health will be responsible for ensuring its compliance with accounting and Single Audit reporting requirements of these federal funds.

Funding will be included in Public Health's FY 2024-25 Final Adopted Budget and future FYs, as necessary.

There are no net County costs associated with this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On December 7, 1999, your Board approved the acceptance of funds for the first year of the Public Health Preparedness and Response for Bioterrorism program.

On October 9, 2001, your Board approved a motion directing Public Health to take steps to ensure its ability to respond quickly and appropriately to any acts of bioterrorism.

In subsequent years, your Board has approved the acceptance of awards from the CDC and Office of the Assistant Secretary for Preparedness and Response comprised of PHEP and Hospital Preparedness Program funding to advance all-hazards preparedness and national health security, promote responsible stewardship of federal funds, and reduce the administrative burden placed on awardees. With these funds, Public Health has been able to execute contracts with different private and public agencies to strengthen and enhance the capability of Public Health to respond effectively and timely to acts of bioterrorism, evolving threats, and other emergencies such as Coronavirus, H1N1 Pandemic Influenza, Ebola Virus Disease, Zika Virus Disease, and natural disasters.

As required under Board Policy 5.100, on February 21, 2024, your Board received advance notice of Public Health's intent to execute sole source contracts with Long Beach, Pasadena, and City of LA for the term July 1, 2024, through June 30, 2025, with an option to extend for four additional one-year terms through June 30, 2029.

The CDC provides funding to Public Health to assure jurisdictional readiness for public health threats and emergencies. Public Health provides a per capita share to Long Beach and Pasadena to ensure that each public health authority within our jurisdiction can meet cooperative agreement requirements, since those cities operate their own public health departments.

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

CONTRACTING PROCESS

Since 2002, your Board has authorized the execution of contracts with Long Beach and Pasadena, funded by the CDC PHEP Cooperative Agreement, to support the upgrade of local public health jurisdictional preparedness efforts to respond to acts of bioterrorism, outbreaks of infectious disease, and other public health threats and emergencies.

Execution of new sole source contracts with Long Beach and Pasadena will continue to support ongoing emergency preparedness 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.

The sole source contract with the City of LA will continue to support a full-time liaison to be employed by the City of LA to ensure high-level coordination capacity between Public Health's Emergency Preparedness and Response Division and the City of LA's Emergency Management Department (EMD). The liaison's duties include, but are not limited to, developing coordinated emergency response plans, building community resilience, preparing at-risk communities, strengthening response capability and information sharing, and creating effective medical countermeasure and non-pharmaceutical plans and capacities for the City of LA stakeholders and partners. The City of LA EMD is responsible for nearly half the population in Los Angeles County, therefore it is important to have this relationship in place to ensure interagency coordination in communicating and planning for public health preparedness and response.

Long Beach and Pasadena are required by CDC to demonstrate progress on public health emergency preparedness capabilities within their jurisdictions in collaboration with Public Health.

Contracts with Long Beach, and Pasadena, and City of LA 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.

Respectfully submitted,



Barbara Ferrer, PhD, MPH, MEd

Director

BF:ig
#07479

Enclosures

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

SOLE SOURCE CHECKLIST

Department Name: Department of Public Health

New Sole Source Contract CITY OF LONG BEACH

Existing Sole Source Contract Date Sole Source Contract Approved: _____

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.

Chief Executive Office

Date

SOLE SOURCE CHECKLIST

Department Name: Department of Public Health

New Sole Source Contract CITY OF PASADENA

Existing Sole Source Contract Date Sole Source Contract Approved: _____

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 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.
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	➤ 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

Date

SOLE SOURCE CHECKLIST

Department Name: Department of Public Health

New Sole Source Contract CITY OF LOS ANGELES

Existing Sole Source Contract Date Sole Source Contract Approved: _____

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>City of Los Angeles’ Emergency Management Department is responsible for more than 3.8 million of the City’s residents. A full-time public health liaison will be assigned to the City of Los Angeles to assure high level coordination between EPRD and the City. Responsibilities include, but are not limited to, developing coordinated emergency response plans, build community resilience, prepare at-risk communities, strengthen response capability and information sharing, and creating effective medical countermeasure and non-pharmaceutical plans and capacities for the City of Los Angeles stakeholders and partners. Contracts with the City of Los Angeles, 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.
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	➤ 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