



Board of Supervisors Operations Cluster Agenda Review Meeting

DATE: March 26, 2025

TIME: 2:00 p.m. – 4:00 p.m.

MEETING CHAIR: Michelle Vega, 5th Supervisorial District

CEO MEETING FACILITATOR: Dardy Chen

THIS MEETING IS HELD UNDER THE GUIDELINES OF BOARD POLICY 3.055

To participate in this meeting in-person, the meeting location is:

Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012
Room 374-A

To participate in this meeting virtually, please call teleconference number

1 (323) 776-6996 and enter the following 522268816# or [Click here to join the meeting](#)

Teams Meeting ID: 237 250 878 670

Passcode: UoBQAE

For Spanish Interpretation, the Public should send emails within 48 hours in advance of the meeting to ClusterAccommodationRequest@bos.lacounty.gov.

Members of the Public may address the Operations Cluster on any agenda item during General Public Comment.

The meeting chair will determine the amount of time allowed for each item.

THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

1. CALL TO ORDER

2. GENERAL PUBLIC COMMENT

3. BOARD MOTION ITEM(S):

None.

4. DISCUSSION ITEM(S):

A) Board Letter:

COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS
CEO/CLASS - Jennifer Revuelta, Principal Analyst

B) Board Letter:

REQUEST TO APPROVE THE INTERNAL SERVICES DEPARTMENT
TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE
LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM
AUTHORITY TO PROVIDE FACILITIES MAINTENANCE AND ANCILLARY
SERVICES
ISD - Doug Tsuyuki, Administrative Deputy GM and Jerry Yen, Division Manager

C) Board Letter:

INTERNAL SERVICES DEPARTMENT
TELECOMMUNICATION EMERGENCY RESPONSE PREPAREDNESS (TERP)
VEHICLES
ISD - Doug Tsuyuki, Administrative Deputy GM and Jerry Yen, Division Manager

5. PRESENTATION ITEM(S):

None.

6. ADJOURNMENT

UPCOMING ITEM(S) FOR APRIL 2, 2025:

None.

IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE
OPERATIONS CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL
AND INCLUDE THE AGENDA NUMBER YOU ARE COMMENTING ON:

OPS_CLUSTER_COMMENTS@CEO.LACOUNTY.GOV

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

Board Letter

Board Memo

Other

CLUSTER AGENDA REVIEW DATE	3/26/2025	
BOARD MEETING DATE	4/15/2025	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	CHIEF EXECUTIVE OFFICE	
SUBJECT	COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS	
PROGRAM		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No - Not Applicable	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost:	
	\$97,000 (all funds)	
	\$66,000 (NCC)	
	TERMS (if applicable):	
	Explanation:	
PURPOSE OF REQUEST		
BACKGROUND (include internal/external issues that may exist including any related motions)	<ul style="list-style-type: none"> • Add three (3) new employee classifications for the Department of Public Works (DPW); and • Reclassify seven (7) positions in the Departments of Arts and Culture, Fire, and LA County Library. 	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Jennifer Revuelta, Principal Analyst, (213) 974-1783, jrevuelta@ceo.lacounty.gov	



**CEO April 15, 2025
General Reclass
Board Letter Summary**

CEO Classification/Compensation Contact Information:

Jennifer Revuelta, Principal Analyst, (213) 974-1783, jrevuelta@ceo.lacounty.gov

This Board Letter includes:

1. Add three (3) new employee classifications for the Department of Public Works (DPW); and
2. Reclassify seven (7) positions in the Departments of Arts and Culture, Fire, and LA County Library.



Chief Executive Office.

COUNTY OF LOS ANGELES

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, CA 90012
(213) 973-1101 ceo.lacounty.gov

CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

"To Enrich Lives Through Effective and Caring Service"

April 15, 2025

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:

COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS (ALL DISTRICTS) (3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the tables of positions and the departmental staffing provisions by adding three (3) employee classifications and reclassifying seven (7) positions in various County departments.

IT IS RECOMMENDED THAT THE BOARD:

Approve the accompanying ordinance amending Title 6-Salaries, of the County Code to:

1. Add three (3) new employee classifications for the Department of Public Works (DPW); and
2. Reclassify seven (7) positions in the Departments of Arts and Culture, Fire, and LA County Library.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Board of Supervisors (Board) has requested submission of classification and compensation letters on a periodic basis throughout the year to implement recommended actions in a timely manner. Approval will provide the ordinance authority for County departments to implement the classification and compensation changes in this letter.

These recommendations will ensure the proper allocation of positions based upon the duties and responsibilities assigned to these jobs and as performed by the incumbents (Attachments A and B). This is a primary goal of the County's classification and compensation system. These actions are recommended based upon generally accepted

professional principles of classification and compensation. Furthermore, these actions are important in addressing departmental operational needs and in maintaining consistency in personnel practices throughout the County. The proper allocation of positions facilitates efficient business operations and can reduce the number of costly personnel-related issues.

New Employee Classifications

On September 12, 2023, the Board adopted a motion that directed the Chief Executive Office, in coordination with DPW, to create a Transportation Commission to advise and assist the Board on all matters pertaining to transportation policies, goals, plans, processes, contracts, and mobility-related major capital projects. In support of this commission, we are recommending the creation of three (3) new employee classifications, Transportation Planner (Item No. 4446), Senior Transportation Planner (Item No. 4447), and Supervising Transportation Planner (Item No. 4448) (Attachment A). These new Transportation Planner positions will develop long-term planning documents to guide the programming and implementation of transportation projects.

Reclassifications

There are seven (7) positions in three (3) departments that are being recommended for reclassification (Attachment B). The duties and responsibilities assigned to these positions have changed since the original allocations were made. Therefore, the subject positions would be more appropriately allocated in the recommended classes.

Implementation of Strategic Plan Goals

These recommended actions support the County's Strategic Plan North Star 3 – Realize Tomorrow's Government Today, Focus Area Goal B – Diverse and Inclusive Workforce, Strategy 2 – Fairness and Equity.

FISCAL IMPACT/FINANCING

The total cost resulting from the recommended reclassifications is \$97,000 and the net County cost portion is \$66,000. Cost increases associated with upward reclassification actions will be absorbed within the Adopted Budget for each affected department. No additional funding is required.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County Charter authorizes the establishment and maintenance of “a classification plan and the classification of all positions.” This responsibility is further delineated in Civil Service Rule 5.

Appropriate notifications have been made to the impacted employee organizations regarding the recommended classification actions. The accompanying ordinance implementing amendments to Title 6-Salaries, of the County Code, has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these classification and compensation recommendations will enhance the operational effectiveness of the departments through the proper classification and compensation of positions.

Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

FAD:JMN
AYH:JR:AS:lm

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Human Resources
Affected Departments

CLASSIFICATION PLAN CHANGES

ATTACHMENT A

**CLASSIFICATIONS RECOMMENDED FOR
ADDITION TO THE CLASSIFICATION PLAN**

Proposed Savings/ Cafeteria Benefit Plan	Item No.	Title	Recommended Salary Schedule and Level	
Horizons/ Choices	4446	Transportation Planner	NO	104E
Horizons/ Choices	4447	Senior Transportation Planner	NO	106E
Horizons/ Choices	4448	Supervising Transportation Planner	NO	116E

DRAFT

DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT B

ARTS AND CULTURE

No of Pos.	Present Classification	No of Pos	Classification Findings
1	Management Assistant Item No. 0904A N3 91E Non-Represented	1	Administrative Services Manager I Item No. 1002A NMO 106D Non-Represented

The subject Management Assistant position reports to an Administrative Services Manager II in the departments Human Resources division. The subject position is responsible for independently leading recruitment and examination activities; performing classification and compensation studies; and assisting with the development and implementation of administrative policies. The duties and responsibilities of the subject position meet the classification criteria for Administrative Services Manager I. Therefore, we recommend upward reallocation of the subject position to Administrative Services Manager I.

FIRE - ADMINISTRATIVE

No of Pos.	Present Classification	No of Pos.	Classification Findings
5	Supervising Payroll Clerk I Item No. 1338A NMVO 88L Represented	5	Supervising Payroll Clerk II Item No. 1339A NMVO 90K Represented

The subject five (5) Supervising Payroll Clerk I positions are recommended for upward reallocation to provide a higher level of supervision and review to teams of payroll clerks allocated to the department. Supervising Payroll Clerks are allocated based on the size of the department and/or function supervised. Therefore, we recommend upward reallocation of the subject positions to Supervising Payroll Clerk II.

DEPARTMENTAL RECLASSIFICATION RECOMMENDATIONS

ATTACHMENT B

LA COUNTY LIBRARY

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Administrative Services Manager I Item No. 1002A NMO 106D Non-Represented	1	Senior Marketing Analyst Item No. 1773A NMO 107D Non-Represented

The subject Administrative Services Manager I position is assigned to the Marketing Unit and reports to a Head, Marketing and Communications. The subject position provides overall management, supervision, and oversight for the department's marketing program, including the growing demands to produce original content in a variety of formats and execute new and creative marketing campaigns to promote services, programs, and events across Los Angeles County. The subject position supervises subordinate marketing staff engaged in developing and implementing marketing campaigns and manages and oversees all stages of campaign planning, development, coordination, implementation, and performance tracking to ensure the continued success of the department and the effective promotion of its programs, services, and events. The duties and responsibilities of the subject position meet the classification criteria for Senior Marketing Analyst. Therefore, we recommend upward reallocation of the subject position to Senior Marketing Analyst.

ANALYSIS

This ordinance amends Title 6 – Salaries of the Los Angeles County Code by:

- Adding and establishing the salary for three employee classifications; and
- Adding, deleting, and/or changing certain employee classifications and

number of ordinance positions in the departments of Arts and Culture, Fire, and LA County Library.

DAWYN R. HARRISON
County Counsel

By:
GRAEME E. SHARPE
Senior Deputy County Counsel
Labor & Employment Division

ORDINANCE NO. _____

An ordinance amending Title 6 – Salaries of the Los Angeles County Code to add and establish the salaries for three employee classifications and add, delete and/or change certain employee classifications and number of ordinance positions in various departments to implement the findings of classification studies.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Section 6.28.050 (Tables of Classes of Positions with Salary Schedule and Level) is hereby amended to add the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL
<u>4446</u>	<u>TRANSPORTATION PLANNER</u>	<u> </u> *	<u>NO</u> <u>104E</u>
<u>4447</u>	<u>SENIOR TRANSPORTATION PLANNER</u>	<u> </u> *	<u>NO</u> <u>106E</u>
<u>4448</u>	<u>SUPERVISING TRANSPORTATION PLANNER</u>	<u> </u> *	<u>NO</u> <u>116E</u>

*The Executive Office/Clerk of the Board of Supervisors shall insert the effective date for the salary or salary schedule and level in the space provided for the classifications added to Section 6.28.050 of the County Code.

SECTION 2. Section 6.36.010 (Department of Arts and Culture) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0904A	4	MANAGEMENT ASSISTANT

SECTION 3. Section 6.36.010 (Department of Arts and Culture) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1002A	3 <u>4</u>	ADMINISTRATIVE SERVICES MANAGER I

SECTION 4. Section 6.76.011 (Fire Department - Administrative) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1338A	5	SUPERVISING PAYROLL CLERK I

SECTION 5. Section 6.76.011 (Fire Department - Administrative) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1339A</u>	<u>5</u>	<u>SUPERVISING PAYROLL CLERK II</u>

SECTION 6. Section 6.106.010 (LA County Library) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1773A</u>	<u>1</u>	<u>SENIOR MARKETING ANALYST</u>

SECTION 7. Section 6.106.010 (LA County Library) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1002A	49 <u>18</u>	ADMINISTRATIVE SERVICES MANAGER I

SECTION 8. Pursuant to Government Code Section 25123(f), this ordinance shall take effect immediately upon final passage.

[GENRECLASSAPR2025ASCEO]

DRAFT

SENIOR TRANSPORTATION PLANNER

Class Code: 4447
Established Date: TBD
Revision Date: DRAFT

DEFINITION:

Independently performs a wide scope of transportation planning functions in the research and analysis of complex transportation problems and projects.

CLASSIFICATION STANDARDS:

Positions allocable to this journey-level class report to a Supervising Transportation Planner or higher and are responsible for transportation planning or program assignments of a more complex and technical nature and represents the County in specific regional or inter-jurisdictional transportation planning activities.

Senior Transportation Planner is distinguished from the lower-level Transportation Planner in that the latter works under close supervision to learn the methods and practices of transportation planning work and related programming activities.

EXAMPLES OF DUTIES:

Performs a wide range of complex transportation planning activities to achieve transportation goals, objectives, and standards pursuant to Federal and State legal requirements.

Analyzes specialized transportation planning issues utilizing computer modeling and simulation techniques, urban and rural circulation element analysis and population and demographic analysis.

Prepares long range planning documents and conducts transportation corridor planning activities.

Makes recommendations to modify County transportation policies and procedures for streamlining purposes or to comply with governmental mandates or best management practices.

Provides recommendations on Requests for Proposals/Scopes of Work for transportation projects or planning documents, reviews consultant proposals/scopes of work, budgets, and schedules; participates in the selection of contractors.

Coordinates and conducts field visits to project sites and surrounding areas to gather information and analyze collected data to formulate recommendations.

Participates in regional inter-governmental transportation planning and/or other special studies.

Coordinates specific projects to develop and implement transportation objectives including consulting with representatives from the public and other agencies.

Analyzes and interprets information developed by other professionals such as, economists, environmentalists, or engineers to evaluate existing and proposed transportation systems.

Coordinates and develops methodologies for data applications and research in transportation planning; reviews the studies of transportation facilities or movement patterns of people and goods to identify existing and future problems or deficiencies in the transportation system.

May supervise the work of Transportation Planners including preparing project concepts, scoping documents, project plans, specifications, and analyses for transportation projects and programs.

May use quantitative techniques to project future traffic volumes and levels of service for use in street improvement project design, air quality, or energy impact analyses.

MINIMUM REQUIREMENTS:

TRAINING AND EXPERIENCE:

Option I: Two (2) years of experience as a Transportation Planner.

Option II: A Bachelor's from an accredited college or university in Transportation Planning, Urban Planning, or a closely related field and three (3) years of responsible professional experience preparing project concepts, scoping documents, project plans, specifications, and analyses for transportation projects and programs. A Master's degree from an accredited college or university in in one of the above-mentioned fields may be substituted for one (1) year of the required experience.

LICENSE:

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

PHYSICAL CLASS:

2 - Light.

OTHER REQUIREMENTS:

SPECIALTY REQUIREMENTS:

COMMENTS:

SUPERVISING TRANSPORTATION PLANNER

Class Code: 4448
Established Date: TBD
Revision Date: DRAFT

DEFINITION:

Supervises a section responsible for transportation planning activities; research and analysis; and strategic transportation planning, policy development, and implementation.

CLASSIFICATION STANDARDS:

Positions allocable to this class report to a Principal Engineer or higher and are responsible for providing supervision and project direction to transportation planning staff. Incumbents must demonstrate the ability to supervise and oversee a comprehensive scope of transportation planning and program activities requiring a full understanding of transportation systems and policies. Incumbents also serve as the departmental representative on various regulatory and advisory boards and committees and participate in meetings with public agencies and community organizations.

Supervising Transportation Planner is distinguished from the lower-level Senior Transportation Planner in that the latter performs the full range of the most complex and non-routine transportation planning activities and supervises the work of transportation planners but does not formally supervise.

EXAMPLES OF DUTIES:

Supervises a section of subordinate staff responsible for handling transportation program and planning related assignments.

Supervises work and assignment progress; provides technical guidance to staff engaged in complex transportation activities; and reviews and approves expense and service invoices.

Supervises the delivery of transportation projects including attending and participating in project and public meetings.

Reviews proposed transportation projects and proposed modifications to a wide range of transportation plans and traffic studies.

Supervises long range transportation planning projects, community plans, and transportation corridor planning activities.

Prepares strategic recommendations to management on the most complex and controversial transportation planning issues.

Participates in presentations and town hall meetings to present the transportation program to governmental agencies and community organizations.

Formulates project work plans and develops standards and criteria for transportation programs and policies.

Ensures implementation of relevant ordinances, policies, and procedures are in compliance with applicable transportation-related legislative mandates.

Serves as departmental representative on various regulatory and advisory boards and committees and responds to public inquiries about transportation programs, projects, or studies. Works with stakeholders including cities and oversight agencies, such as the California Department of Transportation and the Federal Highway Administration.

Reviews and evaluates contracts and agreements for private consultants, or local and regional agencies.

Reviews comprehensive technical transportation reports and delivers presentations on transportation projects to the Board of Supervisors, applicable County commissions, governmental officials, relevant stakeholders, and the public.

Analyzes proposed transportation legislation and participates in the formulation of County legislative policy.

Represents the County with local and state transportation agencies related to specific projects, proposals, or funding applications including participation in meetings with County staff, public agencies, and community organizations.

May serve on technical planning committees comprised of internal and external stakeholders for transportation-related projects.

MINIMUM REQUIREMENTS:

TRAINING AND EXPERIENCE:

Option I: Three (3) years of experience as a Senior Transportation Planner.

Option II: A Bachelor's degree from an accredited college or university in Transportation Planning, Urban Planning, or a closely related field and five (5) years of responsible professional experience performing a wide range of complex transportation planning activities, conducting special transportation studies, making recommendations to modify transportation policies and procedures, and implementing transportation objectives. A Master's degree from an accredited college or university in one of the above-mentioned fields may be substituted for one (1) year of the required experience.

LICENSE:

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

PHYSICAL CLASS:

2 - Light.

OTHER REQUIREMENTS:

SPECIALTY REQUIREMENTS:

COMMENTS:

TRANSPORTATION PLANNER

Class Code: 4446
Established Date: TBD
Revision Date: DRAFT

DEFINITION:

Under close supervision, assists in the performance of detailed transportation planning work and transportation programming activities; and performs other duties as assigned.

CLASSIFICATION STANDARDS:

Positions allocable to this entry-level class work under the close supervision of a Supervising Transportation Planner or higher class. Incumbents are generally given transportation planning or program assignments of a more practical nature. The work is characterized by the ability to perform a wide scope of transportation planning activities requiring a basic understanding of transportation systems and related law.

EXAMPLES OF DUTIES:

Assists with the preparation of project concepts, scoping documents, project plans, specifications, and analyses for transportation projects and programs.

Assists with preparing presentations on detailed transportation activities to the Board of Supervisors and their staff, County commissions including the Transportation Commission, governmental officials, the public, and relevant stakeholders.

Gathers and applies modern-day transportation, environmental, social, financial, political, and legal resources in planning studies and related assignments.

Researches ordinances, policies, and procedures to comply with legislative mandates.

Performs computer simulated modeling to forecast demands for transportation facilities.

Assists in finding alternative transportation system improvement plans to determine cost estimates, funding sources, anticipated environmental documents required, feasibility and positive and negative impact of each alternative on the transportation system.

Assists in the management and delivery of transportation projects which may include attending and participating in project and public meetings.

Coordinates with Geographic Information System (GIS) staff in the development and maintenance of GIS data and applications.

Assists by conducting field visits to project sites and surrounding areas to gather information and assists in analyzing collected data to formulate recommendations.

May assist with researching and applying for grants and other funding from various sources to ensure monies are allocated to meet continued funding requirements.

MINIMUM REQUIREMENTS:

TRAINING AND EXPERIENCE:

A Bachelor's degree from an accredited college or university in Transportation Planning, Urban Planning, or a closely related field.

LICENSE:

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

PHYSICAL CLASS:

2 - Light.

OTHER REQUIREMENTS:

SPECIALTY REQUIREMENTS:

COMMENTS:

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	3/26/2025	
BOARD MEETING DATE	4/15/2025	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Internal Services Department	
SUBJECT	Request to approve the Internal Services Department (ISD) to enter a Memorandum of Understanding (MOU) with the Los Angeles Regional Interoperable Communications System Authority (LA-RICS Authority).	
PROGRAM	LA-RICS Authority facilities maintenance, as needed services, and ancillary services for LA-RICS Authority Land Mobile Radio (LMR) System.	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – Not Applicable If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.	
DEADLINES/ TIME CONSTRAINTS	N/A	
COST & FUNDING	Total cost: \$7,202,000 per year \$43,212,000 for the six (6) year term	Funding source: LA-RICS Authority shall cover the cost of the MOU. No additional net County cost is required.
	TERMS (if applicable): Six (6) years	
	Explanation: LA-RICS Authority shall cover the cost of the MOU. There will be no change in the billing or cost to customer departments.	
PURPOSE OF REQUEST	Authorize the Director of the Internal Services Department (ISD) to enter a MOU with LA-RICS Authority, for ISD to provide facilities maintenance, as needed services, and ancillary services for LA-RICS Land Mobile Radio (LMR) System.	
BACKGROUND (include internal/external issues that may exist including any related motions)	Facility maintenance, on-demand services, and ancillary services are vital for the LMR System's operation. The County Fire and Sheriff departments rely on it daily for public safety, enabling communication with other agencies, schools, and partners across Los Angeles County. During the January 2025 fire disasters, the LMR System remained resilient, providing essential communication for first responders and multi-agency coordination. It operated effectively with ISD, LA-RICS, and vendors during the crisis.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability, goal 2: Buildings and infrastructure that support human health and resilience. The modern telecommunications infrastructure will transform public safety communications.	
DEPARTMENTAL CONTACTS	Doug Tsuyuki, A. Deputy GM (323) 267-2849 dtsuyuki@isd.lacounty.gov Jerry Yen, Division Manager, 562-955-3119 JYen@isd.lacounty.gov	



MICHAEL OWH
Director

County of Los Angeles
INTERNAL SERVICES DEPARTMENT

1100 North Eastern Avenue
Los Angeles, California 90063

Telephone: (323) 267-2101
FAX: (323) 264-7135

Speed. Reliability. Value.

April 15, 2025

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:

**REQUEST TO APPROVE THE INTERNAL SERVICES DEPARTMENT TO ENTER
INTO A MEMORANDUM OF UNDERSTANDING WITH THE LOS ANGELES
REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY
TO PROVIDE FACILITIES MAINTENANCE AND ANCILLARY SERVICES
(ALL SUPERVISORIAL DISTRICTS - 3 VOTES)**

SUBJECT

Authorize the Director of the Internal Services Department (ISD) to enter a Memorandum of Understanding (MOU) with another public agency, the Los Angeles Regional Interoperable Communications System Authority (LA-RICS Authority). ISD is to provide facilities maintenance, as needed services, and ancillary services for the LA-RICS Authority's Land Mobile Radio (LMR) System (hereinafter referred to as "Facilities Maintenance and Ancillary Services"). These services are necessary for the continued operation and maintenance of the LMR System, of which County of Los Angeles (County), Fire Department (Fire), and Sheriff's Department (Sheriff) are the largest users of the LMR System for its public safety communications.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that ISD, as the responsible agency and after review of the administrative record, adopts the same California Environmental Quality Act (CEQA) findings as set forth in the LA-RICS Authority's Board letter dated October 3, 2024.
2. Authorize the Director of ISD, or their designee, to execute a MOU between the County and the LA-RICS Authority similar in form to the enclosed

Attachment 1, to allow ISD to provide Facilities Maintenance and Ancillary Services that are necessary for the continued operation and maintenance of the LA-RICS Authority's LMR System, of which the County is the largest user of the LMR System. The term of the MOU will be for a period of six (6) years, unless terminated or extended, in whole or in part, and will provide for a total annual not-to-exceed amount for payment to ISD of \$7,202,000 and not-to-exceed the amount of \$43,212,000 for the six (6) years term.

3. Delegate authority to the Director of ISD, or their designee, to approve and execute all amendments to the MOU, provided any such amendments are subject to review as to form by County Counsel.
4. Delegate authority to the Director of ISD, or their designee, to prepare, sign, execute, implement, and amend all agreements and contracts necessary to carry out and fulfill the terms of the MOU (including all amendments), subject to review as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

With this MOU, ISD will provide Facilities Maintenance and Ancillary Services for the LA-RICS Authority's LMR System, a public safety grade telecommunications system. The LA-RICS Authority is a California Joint-Powers Authority (JPA) consisting of 24 member agencies that have focused on designing, building, implementing, and operating the LMR System, of which the County is the largest member agency in the JPA. Both Fire and Sheriff currently use the LMR System in its day-to-day operations to support its public safety services. The LMR System allows Fire and Sheriff to be interoperable with other regional public safety agencies and schools, universities, city/county public works, and federal, state, and local partners while serving over 10 million residents in Los Angeles County.

The LMR System comprises of telecommunications infrastructure and equipment at 58 sites throughout the County. Maintenance of the LMR System for these 58 sites is divided into three categories of work: LMR System Maintenance and system upgrades done by the LA-RICS Authority through its contractor, Motorola Solutions, Inc. (Motorola) and with the approval of this board letter by the Board of Supervisors (Board), Facilities Maintenance and Ancillary Services provided by ISD.

The services that ISD plans to provide are similar the facilities maintenance services currently provided to the Consolidated Fire Protection District at its telecommunications sites. The MOU would allow ISD to provide for critical facilities maintenance and ancillary services necessary for the continued operation and maintenance of the LMR System. Such services include, but are not limited to, overall facilities maintenance, Network Operations Center (NOC) alarm monitoring; certain telecommunications work/services,

such as engineering support, permitting, regulatory compliance, engineering site inspections and assessments, engineering documentation updates, etc.; emergency site restoration services; generator refueling; generator preventative maintenance; generator deployment; pest control; weed abatement; tree trimming; electrical work; fire suppression inspections; heating, ventilation, and air conditioning (HVAC) services; fence repair; rust removal; certain road maintenance services; shelter repairs/weatherproofing; building craft support services, etc.

Given the extensive experience and familiarity held by ISD, its support staff, and contractors with the LMR System and its corresponding sites, ISD's experience managing a countywide telecommunications system, and ISD's cost-competitive pricing, the proposed MOU would allow ISD to deliver these services to another public agency.

The rates utilized to price the services captured in the MOU are based on the County approved billing rates for ISD, as set and approved by your Board.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended action supports the County's Strategic Plan, North Star 3, Realize Tomorrow's Government Today and North Star 2, goal 2: Buildings and Infrastructure that supports human health and resilience. The modern telecommunications infrastructure will transform public safety communications through the integration of voice and data technologies that allow interoperable communication in any form, using any type of device, on any frequency, in all areas throughout the greater Los Angeles region on a single, modern platform with exceptional reliability. Allowing ISD to help maintain the LMR System will ensure that modern technology and communications remain available to increase the County's ability to communicate effectively and respond to emergencies faster.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund because all program activities will utilize funding sourced from the LA-RICS. ISD's Fiscal Year (FY) 2024-25 adopted budget includes sufficient appropriation to begin these activities. Requests for appropriation to perform future fiscal year activities will be submitted with the annual budget request, if needed.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

LA-RICS entered its first MOU with ISD in 2011 for services relating to the acquisition and development of the LMR System. The MOU has been amended to reflect the latest changes.

The term of the latest MOU for facilities maintenance shall be effective on November 17, 2024, following execution by both parties, and shall remain in effect for a period of six (6) years until November 16, 2030, unless terminated or extended by either party with at least 90 days' advance written notice.

County Counsel has reviewed and approved the attached MOU as to form.

ENVIRONMENTAL DOCUMENTATION

This MOU is covered by the same administrative record and CEQA findings as included in Attachment 1. Upon the Board's approval of the recommended actions for this MOU, ISD will file a Notice of Determination (NOD) and a Notice of Exemption (NOE) with the County Clerk and the State Clearinghouse in the Office of Planning and Research in accordance with Sections 21152(a) and 21152(b) of the California Public Resources Code and Sections 15062 and 15094 of the State CEQA Guidelines.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will assist in keeping the County's use of the LA-RICS Authority's LMR System well-maintained for the County's public safety communications.

CONCLUSION

Upon your Board's approval, the Executive Office, Board of Supervisors, is requested to return one adopted stamped Board letter to the Internal Services Department.

Respectfully submitted,

MICHAEL OWH
Director

MO:QH:MA:DT:JY:hc

Attachments

c: Chief Executive Officer
County Counsel



LA-RICS

MEMORANDUM OF UNDERSTANDING (MOU)

BY AND BETWEEN

**LOS ANGELES REGIONAL INTEROPERABLE
COMMUNICATIONS SYSTEM (LA-RICS)
AUTHORITY**

AND

**COUNTY OF LOS ANGELES
INTERNAL SERVICES DEPARTMENT**

FOR

**FACILITIES MAINTENANCE
AND ANCILLARY SERVICES**

AGREEMENT NO.: LA-RICS 024

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EXHIBITS

EXHIBIT A: SCOPE OF WORK

EXHIBIT B: AGREEMENT BUDGET

EXHIBIT C: LMR SYSTEM SERVICE LEVEL AGREEMENT

(Incorporated by reference following mutual development and approval by both Parties)

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS
SYSTEM AUTHORITY
AND
COUNTY OF LOS ANGELES INTERNAL SERVICES DEPARTMENT**

This Memorandum of Understanding ("MOU") is entered into on _____, by and between the Los Angeles Regional Interoperable Communications System ("LA-RICS") Authority ("Authority"), a Joint Powers Authority established under California Government Code Section 6500, et seq., and the County of Los Angeles ("County"), a political subdivision of the State of California, through its Department of Internal Services Department ("County" or "ISD"). The Authority and the County are each a "Party" and collectively the "Parties" to this MOU.

RECITALS

WHEREAS, the Authority built and deployed the LA-RICS Land Mobile Radio System (LMR System), which is a countywide trunked and conventional radio system designed to provide local, state, and federal public-safety first-responders the ability to seamlessly communicate intra-agency and inter-agency across the County of Los Angeles for the benefit of public safety and first responders.

WHEREAS, the LMR System operates in multiple frequency bands utilizing Project 25 digital and conventional analog technology to provide portable-on-the-hip outdoor radio coverage throughout the County of Los Angeles.

WHEREAS, the LMR System is managed and operated by the Authority, which requires certain equipment upgrades, software updates, installations, and testing that is achieved through LMR System Maintenance work covered as part of Phase 5 (LMR System Maintenance) and a system upgrade agreement scope pursuant to Agreement No. LA-RICS 007 between Motorola Solutions, Inc. (MSI) and the Authority.

WHEREAS, in addition to certain equipment upgrades, software updates, installations, and testing provided by MSI pursuant to Agreement No. LA-RICS 007 as part of the LMR System Maintenance work, the Authority requires among other things, additional overall facilities maintenance and ancillary services, which may include, Network Operations Center (NOC) alarm monitoring; certain telecommunications work/services, such as engineering support, permitting, regulatory compliance, engineering site inspections and assessments, engineering documentation updates, etc.; emergency site restoration services; generator refueling; generator preventative maintenance; generator deployment; pest control; weed abatement; tree trimming; electrical work; fire suppression inspections; heating, ventilation, and air conditioning (HVAC) services; fence repair; rust removal; certain road maintenance services; shelter repairs/weather proofing; building craft support services, Job Order Contract (JOC) and craft services project management; and etc., (hereinafter referred to collectively, as "**Facilities Maintenance and Ancillary Services**" or "**Services**") as further described in Exhibit A (Scope of Work) to this MOU.

WHEREAS, the Authority desires to contract with the County for the performance of these Services.

WHEREAS, the County agrees to support the Authority's efforts, and by extension public safety and first responder efforts, by providing these Services.

WHEREAS, this MOU is authorized and provided for by the provisions of Section 56-1/2 and 56-3/4 of the Charter of the County of Los Angeles and Government Code Section 54981.

WHEREAS, the Authority (JPA) desires to engage the County to provide certain Services under this MOU.

WHEREAS, the County agrees to provide said Services to the Authority and the Authority agrees to pay the County for said Services.

WHEREAS, the Services which the County will provide to the Authority will be at a rate/cost that shall not exceed the costs of providing the same or similar services to other public agencies and in accordance with Exhibit B (Agreement Budget).

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein above and below, the Parties hereto agree to the foregoing and as follows:

1. PURPOSE

This MOU, including Exhibit A (Scope of Work), Exhibit B (Agreement Budget), and Exhibit C (LMR System Service Level Agreement), outlines the understanding between the Authority and the County related to the provision and cost of certain Services the County will provide to the Authority pursuant to, and as further described, in this MOU.

2. TERM

The "**Term**" of this MOU is as follows: This MOU is effective on the last date signed by all Parties reflected above (the "**Effective Date**") and shall remain in full force and effect for a period of six (6) years following the Effective Date until November 16, 2030, unless sooner terminated or extended, in whole or in part, as provided in this MOU. While the Term of this MOU starts on the Effective Date, the County will not provide Services under this MOU until November 17, 2024.

3. SERVICES PROVIDED BY THE COUNTY

The County shall perform the Services as set forth in Exhibit A (Scope of Work), which is divided by "**Base Scope of Work**" and "**As-Needed Work**," in a manner consistent with the provision of comparable services for other agencies.

The Authority and County will mutually develop and agree to service level agreement (SLA) specifications for the Services which will be reflected in Exhibit C (LMR System Service Level Agreement) and will correspond with the Services set forth in Exhibit A (Scope of Work). Exhibit C (LMR System Service Level Agreement) will be incorporated into this MOU herein by this reference and may be amended from time to time during the Term of this MOU thereafter pursuant to an Amendment.

As-Needed Work as described in Exhibit A (Scope of Work) will require prior written approval from the Authority that it will pay for such Services, and approval from the County that it will perform such As-Needed Work in the timeframe requested by Authority. Such written approval from either party can be in the form of an official correspondence, email, or other electronic means.

As part of this MOU, the County may provide certain resources to assist with certain scope in connection with the Services being provided by the County. In these instances, the County and the Authority will collaboratively work together and mutually agree on the resource staffing assigned and designated to assist the Authority.

4. RECORDS

All records generated by or created as a result of this MOU shall become and remain the property of both the Authority and County.

5. COMPENSATION FOR SERVICES

The Services provided shall not exceed **\$7,202,000 (Seven Million, Two Hundred Two Thousand)** annually and **\$43,212,000 (Forty-Three Million, Two Hundred Twelve Thousand)** for the entire six (6) year Term of this MOU pursuant to Exhibit B (Agreement Budget), unless increased by an amendment to this MOU pursuant to Section 7 (Changes, Extra Work, Amendments). Where applicable, the County will provide the Authority with the estimated annual cost of providing the Services described in Exhibit A (Scope or Work). The County will provide this information to the Authority on or before March 31 of each year for the next fiscal year. The rates charged to the Authority for such Services provided shall be the same rates as approved by the Los Angeles County Board of Supervisors for the positions in ISD listed at _____.

The Authority agrees to compensate the County for such costs/rates set forth in Exhibit A (Scope of Work) and Exhibit B (Agreement Budget) in consideration for the Services provided by the County.

In the event the County adjusts its rates as approved by the Los Angeles County Board of Supervisors, such rate adjustments will be effective on July 1 for the subsequent fiscal year and the adjusted rates shall be the same as those charged to other public agencies for the same or similar Services. If the Authority does not approve of a rate adjustment, it may terminate the MOU by providing notice to the County within thirty (30) days of a rate adjustment taking effect that it wishes to terminate this MOU due to the rate adjustment. The County will have sixty (60) days from receipt of the Authority's termination notice to wind down Services for the Authority and bill the Authority for completed Services. The termination provision in this Section applies only to rate increases subsequent to the start of the Authority's fiscal year.

6. PAYMENT

The County will bill the Authority for Services provided by the County by issuing an invoice to the Authority each month. The Authority shall pay County within sixty (60) days after receipt of an invoice following the month of Services rendered, and the County will collect payment via Journal Voucher method as determined by the County's Auditor Controller.

County will not perform Services which will exceed the not-to-exceed amount set forth in Exhibit B (Agreement Budget), or which are not in the scope of Exhibit A (Scope of Work), or after the end of the Term of this MOU, without written amendment to this MOU pursuant to Section 7 (Changes, Extra Work, Amendments).

7. CHANGES, EXTRA WORK, AMENDMENTS

Except as otherwise provided in this MOU, changes to this MOU must only be made with the mutual written consent of both Parties. Such changes shall be incorporated into the MOU by an amendment to be signed by both Parties before becoming effective. Such an amendment may be executed by the Authority's Authorized Representative(s) and County's Authorized Representative(s), if the changes are merely ministerial, but will be subject to approval by the LA-RICS JPA Board of Directors and/or the County Board of Supervisors if material changes are involved.

8. RECORDS AND AUDITS

The County shall maintain accurate and complete financial records of its activities and operations relating to this MOU in accordance with generally accepted accounting principles. County shall also maintain accurate and complete employment and other records relating to its performance of this MOU. County agrees that the Authority, or its authorized representatives, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, activity, or records relating to this MOU. All such material, including all financial records, bank statements, cancelled checks, or other proof of payment, time cards, and employment records, and proprietary data and information, shall be kept and maintained by County and shall be made available to the Authority during the term of this MOU and for a period of five years from the date of final

payment under this MOU unless the Authority's written permission is given to dispose of any such material prior to such time.

In the event that an audit is conducted of the County, specifically regarding the work called for under this MOU by any auditor or accountant employed by the County, then County shall file a copy of such audit report with the Authority.

9. TERMINATION

Except as provided herein or as may otherwise be provided by law, either Party may terminate this MOU or the provision of all or any of the Services under it by giving written notice to the other Party in the manner specified in this Section. Written notice shall be given at least ninety (90) days in advance of the termination date of Services. After receipt of a Notice of Termination, and except as otherwise agreed:

- A. The County shall no longer be obligated to perform the Services required of it under this MOU on the termination date specified in the Notice of Termination unless said Notice is rescinded by the Party issuing the Notice.
- B. Upon termination, the Authority agrees to pay the County in accordance with this MOU for all Services performed up to the termination date, as well as Services rendered during any transition to a new Service provider where such transition Services have been requested by the Authority.

10. DELEGATION, ASSIGNMENT AND SUBCONTRACTING

Neither Party may delegate performance of its obligations hereunder, either in whole or in part, without the prior written consent of the other Party; however, obligations undertaken by the County pursuant to this MOU may be carried out by means of subcontracts that meet the requirements of this MOU as they relate to the Service or activity under subcontract subject to the written consent of the Authority which shall not be unreasonably withheld or delayed. For any Service that County seeks to use a subcontractor, the Parties will discuss the scope of such work, the procurement method used by County to select the subcontractor, the anticipated costs to be incurred by County, whether County has required subcontractor to defend and indemnify the Authority for any work performed by the subcontractor related to the Services, and any other items as needed and appropriate to determine whether the use of such subcontractor is appropriate.

No subcontract shall terminate or alter the responsibilities of either Party pursuant to this MOU. Neither Party may assign its/their rights hereunder, either in whole or in part, without prior written consent of the other Party.

11. INDEMNIFICATION

In contemplation of the provisions of Government Code section 895.2 imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an MOU as defined by section 895 of the Government Code, the Parties hereto, as between themselves, pursuant to the authorization contained in sections 895.4 and 895.6 of the Government Code, will each assume the full liability that would be imposed upon it, or any of its officers, agents or employees by law for injury caused by negligent or wrongful act or omission occurring in the performance of this MOU to the same extent that such a liability would be imposed in the absence of section 895.2 of the Government Code. To achieve the above-stated purpose, each Party indemnifies and holds harmless the other Party for any loss, cost, or expense that may be imposed upon such other Party solely by virtue of section 895.2. The County and the Authority agree to indemnify, defend and hold harmless each other against any and all liability, expense and claims arising from their respective acts or omissions. The provisions of section 2778 of the Civil Code are made part hereof as if fully set forth herein.

12. INDEPENDENT CONTRACTOR

The County shall perform this MOU as an independent contractor, exercising due care and shall provide the Services with such skill as is customarily employed by providers of such Services. The County and the officers, agents and employees of the County are not, and shall not be deemed Authority employees for any purpose, including workers' compensation and shall not be entitled to any of the benefits accorded to Authority employees, if any. The County shall determine, at its own risk and expense, the method and manner by which the duties imposed on County in general by this MOU shall be performed. The Authority shall not deduct or withhold any amounts whatsoever from the reimbursement paid to the County, including, but not limited to amounts required to be withheld for state and federal taxes or employee benefits. The County alone shall be responsible for all such payments.

13. NOTICES AND AUTHORIZED REPRESENTATIVES

The following named individuals and their successors are each designated as the "Authorized Representatives" of his/her respective Party identified below. Where required

to be given under this MOU, notice shall be in writing and deemed given (and received) when sent by email (with receipt confirmed by email), or alternatively when delivered personally or alternatively when deposited in the United States mail, postage prepaid, certified, addressed as follows:

- Authority Authorized Representatives:

LA-RICS Authority
Scott Edson, Executive Director
2525 Corporate Place, Suite 100
Monterey Park, CA 91754
(323) 881-8281
Scott.Edson@la-rics.org

LA-RICS Authority
Ronald Watson, Deputy Executive Director
2525 Corporate Place, Suite 100
Monterey Park, CA 91754
(323) 881-8296
Ronald.Watson@la-rics.org

- County Authorized Representatives:

Department
Name, Title
Address
City, State, Zip Code
Phone Number
Email Address

Department

Name, Title
Address
City, State, Zip Code
Phone Number
Email Address

14. COMPLIANCE WITH LAW

Notwithstanding anything to the contrary contained in this MOU, the Parties agree that no provision of this MOU shall require any Party to violate any applicable statute, rule of law or regulation.

15. DISPUTE RESOLUTION

Whenever the Authority and County disagree as to any matter governed by this MOU, the dispute resolution process set forth in this Section shall govern. Until the dispute is resolved or unless this MOU is terminated by its terms, the County shall continue to provide the Services, and the Authority shall continue to make payment for the non-disputed portion of each invoice.

If after thirty (30) days, the Authority and the County cannot resolve any dispute, either Party may give the other Party a written request for a meeting between the Authority's Authorized Representatives and the County's Authorized Representatives for the purpose of resolving a disagreement between the Parties. If such meeting is requested, the meeting shall be held within ten (10) business days of the receipt of such request. If after the meeting between the Authority and the County Authorized Representatives the dispute between the Parties is not resolved, the parties may each pursue whatever path they feel is appropriate.

16. CONFIDENTIAL INFORMATION

Each Party may share the other Party's confidential information on a "need to know" basis to its own employees and agents that are working on the LMR System, or its own employees and agents who are involved in the Services under this MOU. Information is confidential if it is appropriately disclosed as such when it is provided to the other Party. Such internal use of confidential information shall not be a disclosure for purposes of the California Public Records Act or other similar laws. Additionally, each Party may disclose

the confidential information as permitted by law, to the extent necessary to (i) comply with any applicable law, rule, regulation, or ruling; (ii) respond to any enforceable summons, subpoena, or request for public records; or (iii) enforce its rights under this MOU, provided that Party shall give reasonable advance written notification (at least five (5) business days) to the other Party that such disclosure is being made.

17. NEGOTIATED INSTRUMENT

This MOU was negotiated at arms-length between the Authority and the County, and neither Party "prepared" this MOU for purposes of Civil Code section 1654. Any ambiguity will not be construed against the drafter, but rather the terms and provisions will be given a reasonable interpretation.

18. APPROPRIATION/CONTINGENCY OF FUNDS

All obligations of the County under this MOU are subject to and contingent upon applicable budgetary appropriations being approved by the County Board of Supervisors for each fiscal year during the Term of this MOU. All obligations of Authority under this MOU are subject to and contingent upon applicable budgetary appropriations being approved by the LA-RICS JPA Board of Directors for each fiscal year during the Term of this MOU.

19. RESERVATION OF RIGHTS

Each Party reserves all rights and remedies arising under other contracts, if any, and/or under the law, including, without limitation, obligations imposed by statute, and/or obligations arising by reason of the application of principles of equitable and/or promissory estoppel. Nothing in this MOU releases or relieves either Party from any obligation otherwise imposed by contract and/or law.

20. SEVERABILITY

If any provision of this MOU, or the application thereof, is held to be invalid or unenforceable, then that invalidity or unenforceability shall not affect other provisions or applications of the MOU that can be given effect without the invalid or unenforceable provision or application, and to this end the provisions of this MOU are severable.

21. AUTHORIZED SIGNATURES

Both Parties to this MOU represent that the signatories executing this document are fully authorized to enter into this MOU and bind the respective Parties.

22. COUNTERPARTS

This MOU may be executed in one or more counterparts, each of which when taken together shall constitute one and the same MOU. This MOU may be signed in original, facsimile, or other electronic signatures.

23. ENTIRE AGREEMENT

This MOU contains the entire and complete understanding of the Parties with respect to the provision of Facilities Maintenance and Ancillary Services as specified and defined in Exhibit A (Scope of Work), Exhibit B (Agreement Budget), and Exhibit C (LMR System Service Level Agreement), and any executed amendments, between the Parties hereto, and no additional or modification of any terms or provisions shall be effective unless set forth in writing, signed by both Parties.

* * *

IN WITNESS WHEREOF, the LA-RICS JPA Board of Directors has executed this MOU, or caused it to be duly executed by its Executive Director, on its behalf, and the County by order of its Board of Supervisors, has delegated to the ISD Department Head or their designee, the authority to execute this MOU on the County's behalf.

LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS
SYSTEM AUTHORITY

COUNTY OF LOS ANGELES
INTERNAL SERVICES DEPARTMENT

By: _____
Scott Edson
Executive Director

By: _____
Michael Owh
Director

APPROVED AS TO FORM FOR THE LOS
ANGELES REGIONAL INTEROPERABLE
COMMUNICATIONS SYSTEM
AUTHORITY:

APPROVED AS TO FORM FOR THE
COUNTY OF LOS ANGELES:

DAWYN R. HARRISON
County Counsel

DAWYN R. HARRISON
County Counsel

By: _____
Truc L. Moore
Principal Deputy County Counsel

By: _____
Counsel Name
Title

**MEMORANDUM OF UNDERSTANDING FOR FACILITY MAINTENANCE AND
ANCILLARY SERVICES CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

SITE LIST

ITEM	SITE ID	SITE NAME	CEQA STATUS	DATE
ENVIRONMENTAL IMPACT REPORT (EIR)				
1	AGH	Agoura Hills	EIR - NOD	03/29/16
2	BJM	Black Jack Peak	EIR - NOD	03/29/16
3	BUR1	Burnt Peak	EIR - NOD	03/29/16
4	CPK	Castro Peak	EIR - NOD	03/29/16
5	DPK	Dakin Peak	EIR - NOD	03/29/16
6	FRP	Frost Peak	EIR - NOD	03/29/16
7	GMT	Grass Mountain	EIR - NOD	03/29/16
8	GRM	Green Mountain	EIR - NOD	03/29/16
9	JPK2	Johnstone Peak	EIR - NOD	03/29/16
10	LACF072	Los Angeles County Fire Station 72	EIR - NOD	03/29/16
11	LARICSHQ	LARICS Headquarters	EIR - NOD	03/29/16
12	LPC	Loop Canyon	EIR - NOD	03/29/16
13	MMC	Mount McDill	EIR - NOD	03/29/16
14	MML	Magic Mountain Link	EIR - NOD	03/29/16
15	MTL2	Mount Lukens 2	EIR - NOD	03/29/16
16	OAT	Oat Mountain	EIR - NOD	03/29/16
17	PHN	Puente Hills	EIR - NOD	03/29/16
18	PMT	Pine Mountain	EIR - NOD	03/29/16
19	RIH	Rio Hondo	EIR - NOD	03/29/16
20	SDW	San Dimas	EIR - NOD	03/29/16
21	SGH	Signal Hill	EIR - NOD	03/29/16
22	TOP	Topanga Peak	EIR - NOD	03/29/16
23	TPK	Tejon Peak	EIR - NOD	03/29/16
24	TWR	Tower Peak	EIR - NOD	03/29/16
25	VPK	Verdugo Peak (County)	EIR - NOD	03/29/16
26	WMP	Whitaker Middle Peak	EIR - NOD	03/29/16
27	WTR	Whitaker Ridge	EIR - NOD	03/29/16
STATUTORILY EXEMPT (STATEX)				
1	APC	Airport Courthouse	STATEX - NOE	02/05/15
2	BHS	Baldwin Hills County	STATEX - NOE	12/12/16

3	BKK	BKK Landfill	STATEX - NOE	12/12/16
4	BMT	Bald Mountain	STATEX - NOE	11/13/14
5	CCB	Compton Court Building	STATEX - NOE	11/13/14
6	CCT	Criminal Court Building	STATEX - NOE	12/17/15
7	CLM	Claremont	STATEX - NOE	11/13/14
8	CRN	Cerro Negro	STATEX - NOE	12/17/15
9	DPW38	Los Angeles County DPW Water Tank	STATEX - NOE	12/12/16
10	FCCF	Los Angeles County Fire Command	STATEX - NOE	11/13/14

11	HPK	Hauser Peak	STATEX - NOE	11/13/14
12	LACFDEL	Los Angeles County Fire Del Valle	STATEX - NOE	11/13/14
13	LAN	Lancaster	STATEX - NOE	12/12/16
14	LASDTEM	Los Angeles County Sheriff Temple Station	STATEX - NOE	12/17/15
15	LDWP243	Aqueduct Cascades	STATEX - NOE	11/13/14
16	MDI	Mount Disappointment	STATEX - NOE	02/05/15
17	MIR	Mirador	STATEX - NOE	12/17/15
18	MLM	Mira Loma Facility	STATEX - NOE	11/13/14
19	MVS	Monte Vista	STATEX - NOE	11/13/14
20	ONK	Oat Mountain Nike	STATEX - NOE	11/13/14
21	PLM	Palmdale	STATEX - NOE	12/17/15
22	POM	Pomona Courthouse	STATEX - NOE	12/12/16
23	PRG	Portal Ridge	STATEX - NOE	02/05/15
24	RHT	Rolling Hills Transmit	STATEX - NOE	11/13/14
25	SPH	San Pedro Hill County	STATEX - NOE	12/12/16
26	UCLA	UCLA (Factor Building)	STATEX - NOE	12/12/16

CATEGORICALLY EXEMPT (CATEX)

1	ESR	East Sunset Ridge	CATEX - NOE	07/11/19
2	RPVT	Rancho Palos Verdes Tee	CATEX - NOE	07/11/19
3	UNIV	Universal Studios (Inclusive of UNIV 10UCP and CityWalk)	CATEX - NOE	12/12/16
4	MCI/SPN	MCI	CATEX - NOE	08/05/21

MITIGATED NEGATIVE DECLARATION (MND)

1	INDWT	Industry Water Tank	MND - NOD	7/31//2018
58	TOTAL SITE COUNT			

**MEMORANDUM OF UNDERSTANDING
WITH COUNTY OF LOS ANGELES INTERNAL SERVICES DEPARTMENT (ISD)
FOR
FACILITIES MAINTENANCE AND ANCILLARY SERVICES
SCOPE OF WORK**

ITEM	TITLE	DESCRIPTION
BASE SCOPE OF WORK		
1	Documentation & Database	LARICS site database (one time cost) - gather and consolidate site data including site asset specifications, maker/model, lease term, permit & compliance information and etc.
2	Lease / Coordination with Landowner	<ul style="list-style-type: none"> • Support Liaison with landowner or jurisdiction while carrying out other duties in this matrix, LA-RICS and MSI as required to comply with lease/permit conditions for site activities (including work pre-authorization and personnel/vendor site access/access escorts). • Attend meetings as required • Provide technical assistance and site operation considerations with lease/land use, space and collocation request, and negotiation. • Generate studies, documentation, and technical submittals as required to address 3rd party requests. Support field activities including site visits with 3rd party and post- collocation punch list and sign-off.
3	Site Database	<ul style="list-style-type: none"> • Site drawings, site documentation, as-built documents for changes. • Coordination with LA-RICS Asset Management for update to asset management system on any grant-funded equipment relocation, replacement & disposal. • Develop remediation action item and priority plan for site deficiencies based on site inspection reports. <p>* Sheriff will conduct asset auditing, inventory update including LARICS grantor site equipment (e.g. antenna layout, shelter floor plan, tower & rack space), inventory</p>
4	Generator Fuel Tank - Fuel Refill	Fuel refill/delivery as needed to keep fuel levels within operationally suggested limits, vendor fuel truck site access coordination.

5	Fire Suppression System	Semi-annual inspection and certification of fire suppression system, including the inspection and re-certification of all system components.
6	Generator - AQMD Permit Renewal	AQMD operating and emission permits renewal - prepare documentation and submittal
7	Hazmat Material	<ul style="list-style-type: none"> • Fire Department CUPA-CERS (California Environmental Reporting System) site inspections of fuel and batteries over 55 gallons • Resolve permit issues with Fire Department Hazmat team and LARICS (CERS) • Annual Fire CUPA (Certified Unified Program Agencies) Hazmat Declaration Permit
8	Fire Risk Reduction	<p>Semi-annual brush clearance services (pre- and post- start of fire season) - up to 100' away from the fence line when the area is accessible</p> <ul style="list-style-type: none"> • including Jete netting (MDI, ERM, JPK)
9	Generator	Comprehensive generator mechanic deployed maintenance (Oil change and others as needed) - monthly or 200 hr of runtime whichever comes first. MCI
10	Generator	<p>Load Test with Load bank - MCI</p> <ul style="list-style-type: none"> • The load test process exercises the generator to keep it in full functioning condition. • A load bank test prevents wet stacking, which can happen when diesel-powered generators don't have regular use, and soot builds in the system. A load bank test runs fuels through the generator, helping burn off the diesel inside the engine. By conducting load bank testing, costly downtime can be avoided caused by a faulty generator.
11	Electrical - ATS	<p>ATS Inspection - MCI only</p> <ul style="list-style-type: none"> • Checking/inspection of the ATS hardware for any issues, damage to contacts, any deformities and cracking which may happen during operation. • Dust/debris accumulation removal • Checking contacts for sign of corrosion <p>*** 2nd ATS installation not included (it's standalone project)</p>
12	Generator Fuel Tank	Annual diesel fuel filtration to remove water & algae/sludge to prevent damage to generator engine and for operation efficiency (MCI).
13	Generator Fuel Tank	Annual diesel fuel filtration to remove water & algae/sludge to prevent damage to generator engine and for operation efficiency.

14	Tower	Bird anti-perching related maintenance.
15	Health & Safety	Semi-annual Hantavirus/Pest Control services
16	Health & Safety	Semi-annual sanitation facility maintenance service
17	Health & Safety	<ul style="list-style-type: none"> • Annual eye wash & first aid kit replacement • Portable fire extinguisher replacement & annual re-certified • MCI, CPK, City Walk
18	HVAC System	Preventive Maintenance (Periodic servicing, replacement of filters as needed & others) •MCI and CPK
19	Generator Fuel Tank	Fuel tank rust removal and re-painting most likely after 3 years pending site inspection report
20	Site Inspection/Audit	Annual Site inspection, and records maintenance (deficiency analysis) <ul style="list-style-type: none"> • Conduct site inspection per checklist including equipment room, tower, generator, electrical grounding, building and etc. • Grounding test to ensure that ground wires meet R56 standard and reading with no significant change • Fuel tank monitoring system and tank visual inspection • Site safety inspection • Hazmat and other telecom informative signage replacement (MCI only)
21	IP camera Surveillance	IP camera maintenance - monthly camera operation verification (remotely)
22	Portable Air Conditioning Units for emergency deployment	One time cost - Purchase portable air conditioning units for emergency deployment (1.5ton) up to 600 sq ft of space. Does not factor heat dissipation of equipment
23	Software management	Asset Management
24	Electrical Utility Fee and Management	Utility fee cost and management. Include cost for utility fee payments
25	Logistical Support	Electrical Service Outage: coordinate with commercial power provider on outage status update. monitoring and restoration coordination.
26	Generator Rental	Generator rental, maintenance refueling for BUR1

27	Health & Safety	New installation/one time cost - sanitation facility delivery and installation and anchor
28	Site escorts	Labor for occasional site escorts needed for various vendor activity as needed. With minimum of 48 hours prior notice.
29	NOC	Accordingly, Radio System Division, 3FTE Technician to cover 8-5 business hours.
AS-NEEDED WORK (SERVICE REQUEST BASED)		
30	Training	Fuel tank hazmat training session for LARICS personal
31	Construction	BUR1 - Power trenching for SCE distribution
32	Software License	Smartsheet license (1 account)
33	Construction	Add NOX boxes
34	Electrical	Smart Meter upgrade at 4 JCC sites (use Leviton 6000 series) LARICS to provide site access coordination & obtain permit and design approval from
35	Circuit	Add phone line connection at FCCF to connect to order wire phones at sites
36	Site Improvement	Demolition of existing generator / tank and Installation of new generator, ATS, remote fill and tank at MCI
37	Generator	Generator repair/ service call - block heater/ heater hoses/ water pump/ belt antifreeze MCI
38	Logistical Support	Natural disaster, wildfire, erosion, power outage: (1) site damage preliminary assessment, (2) operation continuity and emergency restoration coordination (3) provide situation reports and status updates on recent actions taken to key stakeholders. Restoration and recovery cost of \$100,000 estimated by LARICS.
39	Emergency Deployment	Portable generator emergency deployment & pick up (for MCI and/or cases where MSI needs assistance)
40	Generator Fuel Tank	Portable fuel tank emergency deployment / pick up fuel tank (LARICS has 500 gallons 2 each)
41	HVAC System	Portable AC deployment / pick up

42	Public Record Request	Public Record request or public inquiry response - providing site technical related information (e.g. RF emissions safety studies). Up to 3 EME studies included
43	Hazmat Material	Provide coordination for resolution; Hazmat clean-up annual cost of \$20,000 estimated with LARICS feedback.
44	Tower	Tower light and controller maintenance and repair (FAA compliance). And Notify FAA of tower light outage.
45	Site Ground	Tree trimming and removal to reduce microwave path interference or reducing the chances of potential building damage).
46	Fire Suppression System	Fire Suppression System periodic repairs or deficiency corrections, NFPA requires certain components to be replaced at specified intervals. MCI and CPK only
47	Generator Fuel Tank	Fuel tank defective parts/accessories replacement i.e. fuel sensors, probes, and others. MCI only
48	HVAC System	HVAC system repair (Air Conditioners, Strip Heater, Emergency Exhaust Fans, and Dampers).
49	TVSS	TVSS unit replacement / repair and any other miscellaneous electrical for MCI (i.e. failed electrical breakers)
50	Roads and Access	Access road maintenance for minor rock/snow removal and liaison with road owner.
51	Roads and Access	Coordinate and facilitate substantially large road repairs with 3rd party crews (DPW, USFS, Fire Dept, etc.). Large damage repair cost of \$300,000 estimated in 2024 by LARICS. Note: this dollar amount is intended to act as a reserve of funds, for substantially large road repairs, and will act as an annual operating budget. It is understood that there is always a possibility for unforeseen, necessary, and excessively large repairs, and that any cost overruns will need to be considered as above and
52	Shelter	Roof minor repair/weatherproofing 6 Sites CPK, LACFDEL, LDWP243, MCI (SPN), MIR, MVS Need to check with site owners before conducting this work.

ITEM	TITLE	DESCRIPTION
53	Shelter	Building weatherproofing (minor repair) - for Pre-cast concrete/Masonry building; Caulking Eq. building 6 Sites CPK, LACFDEL, LDWP243, MCI (SPN), MIR, MVS Need to check with site owners before conducting this work.
54	Shelter	Lighting fixtures & faulty components / emergency lights replacement 6 Sites CPK, LACFDEL, LDWP243, MCI (SPN), MIR, MVS Need to check with site owners before conducting this work.
55	Shelter	Floor tile repair 6 Sites CPK, LACFDEL, LDWP243, MCI (SPN), MIR, MVS Need to check with site owners before conducting this work.
56	Site Security	Faulty locks and doorknobs repair 7 Sites CPK, LACFDEL, LDWP243, MCI (SPN), MIR, MVS, UNIV-CTYWLK Need to check with site owners before conducting this work.
57	Tower	Tower minor damage emergency repair due to ice or rust. Annual cost of \$100,000 estimated with LARICS feedback. Cost of repair covers up to 30,000
58	Ice Damage	Shelter, ice bridge, equipment, gen enclosure damage due to ice
59	Vandalism - Copper	Grounding repair due to copper theft
60	Vandalism - Fence	Remediation of Fence related damages due to vandalism.
61	Vandalism - Graffiti	Remediation of graffiti removal /repaint
62	Generator	<ul style="list-style-type: none"> • File AQMD Petition for generator run time close to 200 hours in a calendar year including prepare documentation, provide coordination, filing Petition & filing fees. • The cost of fines for runtime in excess of 200 hours and • Legal team case review and representation time are not included. • Attend AQMD Petition Board Hearing (Counsel representative not included) • Submit emissions monthly report to AQMD as needed
63	IP camera Surveillance	IP camera maintenance - provide troubleshoot and repair as needed. LA-RICS to provide spares cameras, ISD to purchase

		and replenish as needed.
64	Generator - AQMD inspection	AQMD on-site inspection for verification of the permit data and generator record/documentation
65	General site equipment	General conduit, fittings, appurtenances, H-frames, etc. rust removal and protection.
66	Generator	One time cost - Procure three (3) portable load banks
67	Generator	Comprehensive generator mechanic deployed maintenance (Oil change and others as needed) - annual offset to MSI's annual maintenance to cover bi-annual maintenance requirements and 200+hour
68	Generator	Generator Load Test with Load bank
69	Electrical - ATS	ATS Inspection

AGREEMENT BUDGET

ITEM	DESCRIPTION	AMOUNT
1.	Base Scope of Work (Pursuant to Exhibit A [Scope of Work])	\$4,920,000
2.	As-Needed Work* (Pursuant to Exhibit A [Scope of Work])	\$2,282,000
TOTAL ANNUAL NOT-TO-EXCEED AMOUNT**:		\$7,202,000
TOTAL SIX (6) YEAR TERM NOT-TO-EXCEED AMOUNT***:		\$43,212,000

*As-Needed Work requires prior written approval pursuant to Section 3 (Services Provided by the County).

**So long as the Total Annual Not-to-Exceed Amount is not exceeded, funding between Base Scope of Work and As-Needed Work line items may be used interchangeably.

***The cost for Base Scope of Work and As-Needed Work are made up of County approved rates available by clicking on [this link](#).

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	3/26/2025	
BOARD MEETING DATE	4/15/2025	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Internal Services Department (ISD)	
SUBJECT	Request to purchase four Telecommunication Emergency Response Preparedness (TERP) vehicles.	
PROGRAM	Microwave Services	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
SB 1439 SUPPLEMENTAL DECLARATION FORM REVIEW COMPLETED BY EXEC OFFICE	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – Not Applicable If unsure whether a matter is subject to the Levine Act, email your packet to EOLevineAct@bos.lacounty.gov to avoid delays in scheduling your Board Letter.	
DEADLINES/ TIME CONSTRAINTS	Before fiscal year 24-25 ends	
COST & FUNDING	Total cost: \$1,700,000 maximum cost	Funding source: ISD has adequate funding for these TERP vehicles in the FY 2024-25 Final Adopted Budget. No additional net County cost is required for these acquisitions
	TERMS (if applicable):N/A	
	Explanation:	
PURPOSE OF REQUEST	Purchase four new TERP vehicles to replace the existing vehicles that are over 30 years old and near end of life	
BACKGROUND (include internal/external issues that may exist including any related motions)	The four existing TERP vehicles are over 30 years old and outdated. Two pairs are stationed in North and South Los Angeles County. Approval of the recommended purchases will enhance the Department's ability to provide telecommunication support for first responders during natural disasters, wildfires, and emergency network restoration. This will enable rapid disaster recovery efforts and improve radio communications for responders during incidents like the recent Eaton Canyon and Pacific Palisades fires.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability, goal 2: Buildings and infrastructure that support human health and resilience. It will enable the Department to swiftly deploy and implement disaster recovery efforts in impacted areas.	
DEPARTMENTAL CONTACTS	Doug Tsuyuki, A. Deputy GM, (323) 267-2849, DTsuyuki@isd.lacounty.gov Jerry Yen, Division Manager, (562)-955-3119, JYen@isd.lacounty.gov	



County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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MICHAEL OWH
Director

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April 15, 2025

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:

**INTERNAL SERVICES DEPARTMENT
TELECOMMUNICATION EMERGENCY RESPONSE
PREPAREDNESS (TERP) VEHICLES
(ALL SUPERVISORIAL DISTRICTS - 3 VOTES)**

SUBJECT

The Internal Services Department (ISD) is seeking Board of Supervisors (Board) approval to solicit and proceed with the acquisition of four Telecommunication Emergency Response Preparedness (TERP) vehicles.

IT IS RECOMMENDED THAT THE HONORABLE BOARD:

1. Authorize the Director of ISD, as the County of Los Angeles (County) Purchasing Agent, to solicit and proceed with the acquisition of four TERP vehicles with an estimated cost of \$425,000 each, for an aggregated not-to-exceed amount of \$1,700,000.
2. Find that the proposed action is not subject to the California Environmental Quality Act (CEQA) for the reasons stated in this Board Letter.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The four existing TERP vehicles, which have been in service for over 30 years, have recently encountered operational challenges. Two of four the existing TERP vehicles are no longer operational. The antenna mast on the two operating units is no longer functioning; to mount an antenna on the vehicle, a non-penetrating antenna mount is required. The maximum height clearance that could be obtained on a non-penetrating mount is 7'; if additional height clearance is necessary the antenna would be mounted on a bucket truck and lifted above the desired height to clear line of site obstruction.

These vehicles are deployed in pairs, with one pair in North Los Angeles County and the other in South Los Angeles County. The recommended course of action is to procure four replacement TERP vehicles. This acquisition will enhance the Department's capability to provide telecommunications emergency response for first responders' mission-critical radio communications systems during natural disasters and wildfires, as well as emergency restoration for the County's digital data network and emergency deployment activities. Furthermore, it will enable ISD to swiftly deploy and implement disaster recovery efforts in impacted areas. The new TERP vehicles will support both first and second responders by bridging gaps in the overall disaster recovery process. In light of recent fires, such as those at Eaton Canyon and Pacific Palisades, the TERP vehicles will significantly improve the County's ability to manage radio communications during these incidents.

Implementation of Strategic Plan Goals

The recommendations are consistent with the County's Strategic Plan, North Star 2, Public Safety. The TERP vehicles will greatly enhance the Department's ability to provide telecommunications emergency response for public safety radio communication systems during natural disaster.

FISCAL IMPACT/FINANCING

ISD has adequate funding in the FY2024-25 Final Adopted Budget to acquire the four TERP vehicles at a total, not-to-exceed amount, of \$1,700,000.

No additional net County cost is required for these acquisitions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

This request complies with the County Equipment Policy that your Board approved on October 16, 2001. This policy requires that departments obtain Board approval to purchase or finance equipment with a unit cost of \$250,000 or greater.

ENVIRONMENTAL DOCUMENTATION

The proposed action is not subject to CEQA, because it is an activity that is excluded from the definition of a "Project" by Section 21065 of the Public Resources Code and Section 15378(b) of the State CEQA Guidelines. The proposed action to purchase four TERP vehicles is an organizational or administrative activity of government which will not result in direct or indirect physical changes to the environment.

CONTRACTING PROCESS

The acquisition of this equipment is under the statutory authority of the County Purchasing Agent and will be competitively solicited in accordance with the County's standard purchasing policies and procedures.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The existing TERP vehicles, with a service life exceeding 30 years, has experienced operational challenges in recent years. Two of four the existing TERP vehicles are no longer operational. The antenna mast on the two operating units is no longer functioning; to mount an antenna on the vehicle, a non-penetrating antenna mount is required. The maximum height clearance that could be obtained on a non-penetrating mount is 7'; if additional height clearance is necessary the antenna would be mounted on a bucket truck and lifted above the desired height to clear line of site obstruction. The new TERP vehicles will greatly enhance the Department's ability to provide telecommunication emergency responses for first responder's mission critical radio communication systems during natural disaster/wildfire, emergency restoration for the County's digital data network and emergency deployment. It will allow ISD to rapidly deploy and implement disaster recovery efforts in affected areas. The TERP vehicles could be utilized to support first and second responders to bridge any gaps in the overall disaster recovery process.

CONCLUSION

Upon approval by the Board, it is requested that the Executive Officer, Board of Supervisors, return on stamped copy of the approved Board Letter to ISD.

Respectfully submitted,

Michael Owh
Director

MO:QH:MA:DT:JY:hc

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