



Board of Directors MEETING MINUTES

LOS ANGELES REGIONAL
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

BOARD OF DIRECTORS REGULAR MEETING

Thursday, January 5, 2012 • 9:00 a.m.
Grace E. Simons Lodge
1025 Elysian Park Drive, Los Angeles, CA 90012

Board Members Present:

William “Bill” T Fujioka Chair, CEO, County of Los Angeles
Mark R. Alexander, City Manager, City of La Cañada Flintridge, representing Contract Cities Association
Reginald “Reggie” Harrison, Deputy City Manager, City of Long Beach
LeRoy J. Jackson, City Manager, City of Torrance, representing At Large Seat
Daryl L. Osby, Fire Chief, County of Los Angeles
Scott Pickwith, Police Chief, City of La Verne, representing the Los Angeles County Police Chiefs Association
Gregory “Greg” L. Simay, Assistant General Manager, City of Burbank Water & Power, At Large Seat

Representatives For Board Members Present:

Andrew Fox, representing Brian Cummings, Fire Chief, City of Los Angeles Fire Department
Sandy Jo MacArthur, representing Charles “Charlie” L. Beck, Vice Chair, Police Chief, City of Los Angeles
Cathy Chidester, representing Dr. Mitchell H. Katz, Director, DHS, County of Los Angeles
June Gibson, representing Gerry F. Miller, Chief Legislative Analyst, City of Los Angeles
Derek Webster, representing Kim Raney, Police Chief, City of Covina, At Large Seat
Patricia “Patty” J. Huber, representing Miguel Santana, CAO, City of Los Angeles
Dave Betkey, representing Leroy “Lee” D. Baca, Sheriff, County of Los Angeles
Nancy L. Ramirez, representing Steven K. “Steve” Zipperman, Police Chief, Los Angeles School Police Department

Officers Present:

Pat Mallon, LA-RICS Executive Director
Rachelle Anema, representing Wendy L. Watanabe, Los Angeles County Auditor-Controller

Absent:

Donald “Don” Pedersen, Police Chief, City of Culver City, At Large Seat
Harold Scoggins, Fire Chief, City of Glendale, representing the Los Angeles Area Fire Chiefs Association
Mark J. Saladino, Los Angeles County Treasurer and Tax Collector
Patricia Saucedo, Board Secretary



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

- I. **CALL TO ORDER** – Chair Fujioka called the meeting to order.
- II. **ANNOUNCE QUORUM** – Roll Call. Chair Fujioka acknowledged that quorum was present.
- III. **APPROVAL OF MINUTES**
 - 1. December 15, 2011 Minutes – Special Meeting – **MOTION APPROVED.**

IV. **CONSENT CALENDAR – (None)**

V. **REPORTS (2–4)**

- 2. Committee Reports
 - A. Finance Committee – No Report
 - B. Legislative Committee – No Report
 - C. Operations Committee – No Report
 - D. Technical Committee – No Report

Chair Fujioka stated that he received a question regarding the membership committee. He stated that we will have a report back at the next meeting.

3. Director's Report – Pat Mallon

Executive Director Mallon informed the Board that he has five items:

- 1. The Telecommunications System RFP: Executive Director Mallon notified the Board that two proposals were received on January 3, 2012, one from Motorola and one from Raytheon. He also informed the Board that the evaluation team has been assembled, training has been completed, and the team commenced evaluations yesterday (01/04/12). He also stated that concurrent with the evaluations, and in preparation of negotiations, staff has begun a gap analysis between the proposals and the RFP.
- 2. Project Management RFP: Executive Director Mallon stated that the RFP has been out on the streets for four to five weeks and proposals are due January 19, 2012. He stated the evaluation process will begin immediately and following negotiations. He expects to come back to the Board for contract consideration at the March 2012 meeting. Executive Director Mallon requested representatives from member agencies to serve as evaluators for the Project Management RFP by January 11, 2012.
- 3. FCC Status Report: Executive Director Mallon informed the Board that a status report to the FCC is due by the end of January 2012. He explained that the status report was a commitment made during the summer visit with the FCC.
- 4. Narrowbanding: Executive Director Mallon stated that the FCC has indicated that any request to extend the date for narrowbanding of radio frequencies be submitted after a telecommunications contract is in place.



5. At Large Members: Executive Director Mallon stated at the last meeting there was a discussion on voting for At Large members. He stated that after speaking with John Krattli, of the County Counsels' office, he anticipates bringing this back to the Board at the February 2, 2012 meeting.

4. Grant Status – Pat Mallon

Executive Director Mallon stated that the SHSGP '09 and UASI '09 are set to expire May 2012. Staff anticipates asking for an extension for the '09 grants. He also stated that as far as extensions with the '08 grants, this is still an open issue.

Board Member Jackson stated that at the last meeting there was discussion regarding opportunities to use those funds. Executive Director Mallon stated that they have been working with the grant administrator and the City of Los Angeles, and they have identified projects that are in support of the LA-RICS goals.

Board Member Jackson stated that he believed it would go back to the regional review board. Chair Fujioka concurred.

Board Member Jackson stated that he thought the discussion last time was to see if there were other interoperable opportunities within the member agencies. He asked what kind of outreach was done for that purpose. Executive Director Mallon stated that they have been working with the City, as the grant administrator, and they have been looking at sub-projects of LA-RICS, and about the possibility of seeking an additional extension on '08 funds.

Board Member Jackson asked if the Chiefs Association and other groups involved in the original allocation have been approached for input. Executive Director Mallon stated he has not. Chair Fujioka stated that Los Angeles City does not control the funds, they are grant administrators and they do not have the sole discretion to move the money.

Board Member Osby stated that outreach was done and that Los Angeles Area Fire Chiefs Association and County Fire submitted shelf [shovel?] ready proposals. He stated that they are buying UHF and VHF radios for the entire County and these conversations are occurring.

Board Member Simay asked if this will be subject to the UASI process where all possible alternative uses of the funds can be considered. Executive Director Mallon believes so. Chair Fujioka stated that it was his understanding it would have to go to the governing body for the reallocation process.

VI. DISCUSSION ITEMS (None)

VII. ADMINISTRATIVE MATTERS (5–6)

5. Approve Contract for Environmental Documentation Services – Pat Mallon

Executive Director Mallon stated that the Board approved the issuance of a RFP for Environmental Services and that the process has now concluded. He stated they received three proposals and recommend the Board approve a contract with UltraSystems for the amount of \$1,976,183, for a three-year contract. Executive Director Mallon stated that they also have completed a scope of work, which has been reviewed and approved by County Counsel and outside Counsel. He also stated that the services under the contract are reimbursable under the grants. The broadband portion reimbursement is under the BTOP grant and the land mobile radio portion reimbursement is reimbursable under the UASI grants.



Executive Director Mallon stated that the action would also amend the 2011-2012 budget allocation for environmental services from the original \$800,000 to \$1.976 million.

Board Member Alexander asked if the change to the budget falls under grant funded expenditures. Executive Director Mallon stated yes.

Chair Fujioka received a first and second to the motion.

RECOMMENDATION: It is recommended that the Board:

1. Delegate authority to the Executive Director to execute a contract with UltraSystems Environmental, Inc. ("UltraSystems"), substantially in the attached form, to prepare environmental documents for a voice and data telecommunications system ("Telecommunications System") which is capable of supporting: (1) land mobile radio ("LMR") and (2) Long Term Evolution ("LTE") broadband mobile data systems. This contract would be for a term of three years and for an amount not-to-exceed \$1,976,183.
2. Delegate authority to the Executive Director, or his designee, to execute amendments to the proposed contract that are consistent with the scope of work under the contract and do not exceed the not-to-exceed amount of the contract.
3. Delegate authority to the Executive Director, or his designee, authority to: (a) issue all notices to proceed under the proposed contract and authorize payment of all invoices under the proposed contract, in each case, up to amounts authorized by the LA-RICS Fiscal Manual, and (b) report to the Board of Directors monthly on the status of the contract, including any notices to proceed issued under the contract, expenditures under the contract, and any contract amendments.
4. Approve an amendment to the FY 2011-12 Operating Budget, increasing the Grant Funded Expenditures line item by \$1,176,183, totaling \$3,526,183 in Grant Funded Expenditures, for a budget total of \$10,962,183.

MOTION APPROVED.

6. Amendment to LA-RICS Fiscal Manual – Pat Mallon

Executive Director Mallon explained that the current fiscal manual sets a limit of \$100,000 for the Director to approve payment for invoices for contracts authorized by the Board. He stated that as we move forward with the environmental contract, and certainly the Telecommunications System contract, invoices will be in excess of \$100,000 and we will have to bring all those invoices back to the Board for approval at each occurrence. He explained that staff recommends modifying the fiscal manual to allow the Executive Director authority to approve invoices up to and including \$500,000 per billing on authorized contracts and that any invoice in excess of \$500,000 would require dual signature by the Executive Director and the Chair of the Board.

Chair Fujioka clarified that in no case will it exceed the approved contractual amount. Executive Director Mallon added that the Board will also receive monthly reports on any notices to proceed, and any billings that have been received, as well as a balance.



Board Member Simay stated that he would add to the language “as approved new and existing contracts” and a caveat that it is within the existing budget. He clarified that it is something that is approved and not going to exceed the budget.

Executive Director Mallon requested a slight modification in the language reflected in the agenda package for bullet 1, to read “up to and including \$500,000” and in bullet 2, to read “contracts, agreements and MOUs previously authorized by the Board” as opposed to approved by the Board.

Board Member Alexander asked how \$500,000 was derived. Executive Director Mallon stated that it was discretionary, but it is at the will of the Board to change the amount.

RECOMMENDATION: It is recommended that the Board:

1. Amend the LA-RICS Fiscal Manual to delegate authority to the LA-RICS Executive Director, or such person's designee, to pay invoices up to and including \$500,000 per single transaction without further Board action on new and existing contracts, agreements and Memoranda of Understanding (MOU) authorized by the Board; and
2. Amend the LA-RICS Fiscal Manual to delegate authority to the LA-RICS Executive Director, or such person's designee, and the Chair of the Board, or such person's designee, to pay invoices exceeding \$500,000 per single transaction without further Board action on new and existing contracts, agreements and MOU's authorized by the Board.

MOTION APPROVED (Board Member Alexander objected).

VIII. MISCELLANEOUS – (None)

IX. ITEMS FOR FUTURE DISCUSSION AND/OR ACTION BY THE BOARD

7. Project Funding
8. Project Risk Controls

Chair Fujioka stated that there may be a special meeting regarding CEQA legislation.

X. PUBLIC COMMENT

XI. ADJOURNMENT and NEXT MEETING:

Chair Fujioka adjourned the meeting. The next meeting will be held on Thursday, February 2, 2012, at 9:00 a.m., at the Grace E. Simons Lodge.