



RESOLUTION NO. 26487

WHEREAS, on recommendation of Management, there was presented for approval, First Amendment to Contracts DA-5022 with ICF SH&E, Inc. and DA-5023 with Innovative Emergency Management, Inc. to extend the term of both contracts to September 14, 2019, covering expert emergency management services for Los Angeles International Airport and Van Nuys Airport; and

LAX

Van Nuys

City of Los Angeles

Eric Garcetti
Mayor

**Board of Airport
Commissioners**

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Deborah Flint
Chief Executive Officer

WHEREAS, with the aid of the emergency management services consultants, Los Angeles World Airports (LAWA) staff will continue to develop all aspects of a comprehensive emergency management program including plans and advanced training for employees and responders. When expert emergency management services are required, staff will request bids from both consultants on distinctly defined tasks; and

WHEREAS, these tasks may include incorporating existing City, County, State, and Federal regulatory requirements, improving departmental incident management and recovery, and increasing the proficiency of LAWA staff in the National Incident Management System/Incident Command System through training. This effort will also include assessments in the following areas:

- Improving the capabilities of the LAWA Department Operations Center and its staff;
- Developing computer-based training on all Airport Emergency Response Plans;
- Facilitating training, workshops and exercises;
- Training on the updated Continuity of Operations Plan;
- Reviewing Standard Operating Procedures and Airport Operations Procedures for consistent application of best practices;
- Developing tactical and operational plans for Airport Executive Management Committee members; and

WHEREAS, funds for these contracts are included in Fiscal Year 2018-2019 LAWA Operating Budget in LAX Cost Center 1160003 – Emergency Management, Commitment Item 520 – Contractual Services. Funding for subsequent fiscal years will be requested as part of the annual budget process; and

WHEREAS, this action, as a continuing administrative activity, is exempt from California Environmental Quality Act (CEQA) requirements pursuant to Article II Section 2(f) of the Los Angeles City CEQA Guidelines; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. are required by contract to comply with the provisions of the Living Wage Ordinance; and

WHEREAS, Procurement Services Division reviewed this action (File 8603) and established a mandatory 15% Small Business Enterprise (SBE) goal for this project. ICF SH&E, Inc. has committed to 19.11% SBE participation, and has achieved 53.76%. Innovative Emergency Management, Inc. has committed to 15.56% SBE participation, and has achieved 22.42%; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. will comply with the provisions of the Affirmative Action Program; and

WHEREAS, ICF SH&E, Inc. has been assigned Business Tax Registration Certificate 0000469806-0001-7. Innovative Emergency Management, Inc. has been assigned Business Tax Registration Certificate 0002192701-0001-7; and



WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. will comply with the provisions of the Child Support Obligations Ordinance; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. must have approved insurance documents, in the terms and amounts required, on file with LAWA prior to issuance of a Notice to Proceed; and

WHEREAS, pursuant to Charter Section 1022, staff determined the work specified on the contracts can be performed more feasibly or economically by an independent contractor than by City employees; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. have submitted the Contractor Responsibility Program Questionnaire and Pledge of Compliance, and will comply with the provisions of said program; and

WHEREAS, ICF SH&E, Inc. has been determined by the Public Works, Office of Contract Compliance, to be in full compliance with the provisions of the Equal Benefits Ordinance. Innovative Emergency Management, Inc. must be determined by the Public Works, Office of Contract Compliance, to be in full compliance with the provisions of the Equal Benefits Ordinance; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. will be required to comply with the provisions of the First Source Hiring Program for all non-trade Los Angeles International Airport jobs; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. have submitted the Bidder Contributions City Ethics Commission Form 55 and will comply with its provisions; and

WHEREAS, actions taken on this item by the Board of Airport Commissioners will become final pursuant to the provisions of Los Angeles City Charter Section 373;

NOW, THEREFORE, BE IT RESOLVED that the Board of Airport Commissioners determined that this action is exempt from the California Environmental Quality Act requirements; adopted the Staff Report; approved the First Amendment to Contracts DA-5022 with ICF SH&E, Inc. and DA-5023 with Innovative Emergency Management, Inc. for expert management services at Los Angeles International Airport and Van Nuys Airport by extending the term for one (1) year through September 14, 2019, whereby the aggregate not to exceed amount will remain at \$3,000,000; and authorized the Chief Executive Officer to execute said First Amendments upon approval as to form by the City Attorney and upon approval by the City Council.

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I hereby certify that this Resolution No. 26487 is true and correct, as adopted by the Board of Airport Commissioners at its Special Meeting held on Thursday, May 3, 2018.



Sandra J. Miller – Secretary
BOARD OF AIRPORT COMMISSIONERS