



RESOLUTION NO. 26821

LAX

Van Nuys

City of Los Angeles

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Board of Airport
Commissioners

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Deborah Flint
Chief Executive Officer

WHEREAS, on recommendation of Management, there was presented for approval, Second Amendment to Contracts DA-5022 with ICF SH&E, Inc. and DA-5023 with Innovative Emergency Management, Inc. to extend their respective terms to June 30, 2020 and increase the contract authority by \$200,000, for new aggregate total not to exceed \$3,200,000, covering emergency management services for Los Angeles World Airports; and

WHEREAS, since the active shooter event of November 1, 2013, the need for on-call contracts to support increased proficiency and exceed accepted standards in aviation emergency management at Los Angeles World Airports (LAWA) has been identified. During the past four (4) years, LAWA Emergency Management prioritized deliverables and remained flexible to the developing needs of the organization. The most impactful deliverables include:

- Training programs for Emergency Response Teams, Airport Response Teams and Airport Operations Incident Commanders
- In depth revision of the LAWA Continuity of Operations Plan (COOP)
- COOP computer based training to support required education to LAWA staff
- LAWA Business Impact Analysis
- LAWA Hazard Vulnerability Assessment
- The Airport Response Coordination Center-Departmental Operations Center (ARCC-DOC) Assessment (undertaken to identify areas of improvement relevant to the Landside Access Modernization Program and Automated People Mover projects, also known as ARCC 2.0)
- Americans with Disabilities Act Awareness computer based training
- A data management system to capture corrective actions from after action reports and track progress and completion of items
- The Emergency Management computer based training program (available on the internet and developed to establish base proficiency for all 57,000 badge holders);
- The related Emergency Management training database to capture participant information (including the ability to report with sophisticated metrics)
- Maintenance of required safety and compliance programs such as high-rise plans and Automated External Defibrillators
- Development of low-rise plans
- LAWA Radio Communication Plan; and

WHEREAS, the on-call contracts with ICF SH&E, Inc. and Innovative Emergency Management, Inc. will expire on September 14, 2019. With the term extension, and with the aid of the emergency management services consultants, LAWA staff will continue to improve and sustain projects in three major areas:

- continuing development of low-rise plans and maintaining required safety and compliance programs including new locations such as the Midfield Satellite Concourse until new staff can be trained to assume the responsibilities
- operation and maintenance of the new Emergency Management Training Program database to capture information from all badge holders
- provide support to LAWA Emergency Management and Executive Management in the continuous improvement process; and



WHEREAS, funds for the contracts are included in the Fiscal Year 2019-2020 LAWA Operating Budget in LAX Cost Center 1160003 – Emergency Management, Commitment Item 520 – Contractual Services; and

WHEREAS, this item, as a continuing administrative, maintenance and personnel-related activity, is administratively 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 9088) and established a mandatory 15% Small Business Enterprise (SBE) goal for the 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. and Innovative Emergency Management, Inc. have been assigned Business Tax Registration Certificates 0000469806-0001-7 and 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 execution of the Second Amendment; 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 the program; and

WHEREAS, ICF SH&E, Inc. and Innovative Emergency Management, Inc. have been determined by 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 CEC 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 adopted the Staff Report; determined that this action is administratively exempt from CEQA pursuant to Article

II, Section 2.f of the Los Angeles City CEQA Guidelines; approved the Second Amendment to Contracts DA-5022 with ICF SH&E, Inc. and DA-5023 with Innovative Emergency Management, Inc. to extend their respective terms to June 30, 2020 and increase the contract authority by \$200,000, for new aggregate total not to exceed \$3,200,000, covering emergency management services for Los Angeles World Airports; and authorized the Chief Executive Officer to execute said Second Amendment to Contracts DA-5022 with ICF SH&E, Inc. and DA-5023 with Innovative Emergency Management, Inc. after approval as to form by the City Attorney and approval by the Los Angeles City Council.

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I hereby certify that this Resolution No. 26821 is true and correct, as adopted by the Board of Airport Commissioners at its Regular Meeting held on Thursday, August 1, 2019.

A handwritten signature in blue ink, appearing to read 'Grace Miguel', is positioned above the printed name.

Grace Miguel – Secretary
BOARD OF AIRPORT COMMISSIONERS