

ADMINISTRATIVE EXEMPTION and TRADE, TRAVEL, AND TOURISM COMMITTEE REPORT relative to amending Los Angeles World Airports (LAWA) contracts with ICF SH and E, Inc., and Innovative Emergency Management, Inc., for on-call emergency management services at Los Angeles International (LAX) and Van Nuys Airports.

Recommendations for Council action:

1. ADOPT the determination by the Board of Airport Commissioners that the proposed action is administratively exempt under the California Environmental Quality Act (CEQA) in accordance with Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.
2. APPROVE the First Amendments to Contract No. DA-5022 with ICF SH and E, Inc., and Contract No. DA-5023 with Innovative Emergency Management, Inc., extending the contract terms to September 14, 2019, for on-call emergency management services at LAX and the Van Nuys Airport.
3. CONCUR with the action taken by the Board of Airport Commissioners on May 3, 2018 by Resolution No. 26487 authorizing the Chief Executive Officer, LAWA, to execute the First Amendments to Contract No. DA-5022 with ICF SH and E, Inc., and Contract No. DA-5023 with Innovative Emergency Management, Inc., to extend the contract terms to September 14, 2019, for on-call emergency management services at LAX and the Van Nuys Airport.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that this action will not impact the General Fund. The contractors will continue providing emergency management services at LAX and the Van Nuys Airport. The proposed amendments will extend the term of each contract for one year, to September 14, 2019, and will not increase the original \$3 million budget, per contract. LAWA staff reports the budget balances of approximately \$1,832,130 and \$2,488,929, for ICF SH and E, Inc. and Innovative Emergency Management, Inc., respectively, are sufficient to fund the completion of the current and scheduled task orders during the ensuing year. This action complies with LAWA's adopted financial policies.

Community Impact Statement: None submitted.

**TIME LIMIT FILE – JULY 9, 2018**

**(LAST DAY FOR COUNCIL ACTION – JULY 3, 2018)**

SUMMARY

In a report to the Mayor dated May 9, 2018, the CAO states that since 2015, ICF SH and E, Inc., and IEM, Inc., have supported LAWA's Emergency Management Division (EMD) and completed emergency management services to develop continuity of operations and radio communications plans, computer-based training, and an improved comprehensive emergency management program. The proposed amendments will extend contract terms to September 14, 2019. Additional funding is not required to complete the current and scheduled task orders. Services will include providing assessments, such as developing computer-based training in all airport

emergency response plans, improving the capabilities of the LAWA Operations Center, facilitating training, workshops and exercises, and other areas; continuing to develop all aspects of a comprehensive emergency management program; and, incorporating multi-level governmental regulatory requirements in various data systems and ensuring LAWA staff proficiency through training. Additionally, the proposed amendments will provide information and service for LAX and the Van Nuys Airport only, since the Ontario facility is no longer a City owned airport.

On May 3, 2018, the Board of Airport Commissioners approved LAWA's request to extend the contract discussed above. The CAO concurs with this action.

At its meeting held May 15, 2018, the Trade, Travel, and Tourism Committee recommended that Council approve the proposed contract amendments, as recommended by the Board of Airport Commissioners and the CAO.

Respectfully Submitted,

TRADE, TRAVEL, AND TOURISM COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
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BUSCAINO:	YES
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BONIN:	ABSENT
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RODRIGUEZ:	YES
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**-NOT OFFICIAL UNTIL COUNCIL ACTS-**