



County of Los Angeles
**CHIEF EXECUTIVE OFFICE
OPERATIONS CLUSTER**

WILLIAM T FUJIOKA
Chief Executive Officer

DATE: November 6, 2014
TIME: 1:00 p.m.
LOCATION: Kenneth Hahn Hall of Administration, Room 830

AGENDA

Members of the Public may address the Operations Cluster on any agenda item by submitting a written request prior to the meeting.
Three (3) minutes are allowed for each item.

1. Call to order – Santos H. Kreimann
- A) **Board Letter – APPROVAL OF HOMELESS PREVENTION INITIATIVE FUNDS FOR CONTINUED OPERATION OF THE INTERNET-BASED LOS ANGELES COUNTY HOUSING RESOURCE CENTER**
CDC – Sean Rogan or designee
- B) **Board Letter – AMENDMENT NO. ONE TO THE CONTRACT WITH MTG MANAGEMENT CONSULTANTS, LLC FOR MBIS CONSULTING SERVICES**
ISAB/CIO – John Ruegg and Richard Sanchez or designee(s)
- C) **Board Letter – APPROVAL TO ACCEPT GRANT AWARDS FROM SCAQMD FOR THE BICYCLE PROJECT AND ELECTRIC VEHICLE RECHARGING STATIONS**
CEO – Loreto Maldonado or designee(s)
ISD – Richard Teebay or designee(s)
DPW – Pat DeChellis or designee(s)
- D) **Risk Management Presentation**
Executive Office, BOS – Sachi Hamai or designee
- E) **Enterprise IT Initiatives Update**
CIO – Richard Sanchez or designee
2. Public Comment
3. Adjournment

November 18, 2014

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF HOMELESS PREVENTION INITIATIVE FUNDS FOR
CONTINUED OPERATION OF THE INTERNET-BASED LOS ANGELES
COUNTY HOUSING RESOURCE CENTER
(ALL DISTRICTS) (3 VOTE)**

**CIO RECOMMENDATION: () APPROVE () APPROVE WITH MODIFICATION
() DISAPPROVE**

SUBJECT

This letter recommends approval of one year of continued Homeless Prevention Initiative (HPI) funding for the uninterrupted operation of the Los Angeles County Housing Resource Center (LAC-HRC) database website and associated housing locator services. This letter relates to an item on the agenda of the Board of Commissioners of the Community Development Commission for approval of the related contract amendment.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve an additional one year of HPI funding, at \$202,000 per year, to the Commission for the operation of the contract with Non-Profit Industries, Inc. dba Socialserve.com.
2. Find that this approval of HPI funding is not subject to the provisions of the California Environmental Quality Act (CEQA) because the proposed activity is not defined as a project under CEQA and will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The purpose of the recommended actions is to approve the transfer of funding to continue uninterrupted operation of The Los Angeles County Housing Resource Center (LAC-HRC) website and call center.

FISCAL IMPACT/FINANCING

The HPI ongoing funding in the amount of \$202,000 for the LAC-HRC was approved by your Board in April 2006 using County General funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 4, 2006, your Board approved an HPI recommendation to establish a housing search and listing database website for Los Angeles County. On December 19, 2006, your Board approved a joint recommendation submitted by the CEO and the Commission, delegating authority to the CEO to execute a sole source agreement with Socialserve.com to create a website called the Los Angeles County Housing Resource Center. The website was subsequently launched in June 2007.

The primary purpose of the website and call center support is to provide free listing services of residential rental properties in Los Angeles County, to keep the listings updated, and to make the rental listings available at no cost for individuals, families and housing caseworkers in the County via the internet or toll-free phone call. The listing information includes data on landlords who accept tenants with Section 8 Housing Choice Vouchers and Veterans Affairs Supportive Housing (VASH) Vouchers. The website also has additional information on special needs rental units to assist County departments and approved agencies with housing placement. The LAC-HRC has proven to be very successful, and there are currently over 11,300 landlords registered and approximately 2,000 units currently available or with an open waiting list.

In 2009, the contract administration for the LAC-HRC was transferred from the CEO to the Commission; the Commission expanded the current database and website with further development of the system. Commission staff manages the workflow of website changes, coordinates among stakeholder agencies, develops marketing material, manages passwords, and provides training on the website.

Following the County's receipt of federal stimulus and recovery funds for housing in 2009 and 2010, the LAC-HRC was used to provide screening and mapping functions to assist the public and professional users in evaluating program eligibility for the Homelessness Prevention and Rapid Re-housing Program (HPRP), and the Neighborhood Stabilization Program (NSP). Beginning in 2013, the LAC-HRC has been used by approved agencies who are administering rental assistance under the First 5 Supportive Housing for Families Fund.

Other notable improvements in the services and function of the website include registration of all CDC-funded affordable rental projects, with additional features to allow affirmative marketing of CDC-funded units with accessibility features for persons with physical or sensory disabilities. Additional provisions are being made to help integrate the registration of Permanent Supportive Housing units with the different coordinated entry systems that are being developed, tested, or utilized with the County for single adults, homeless families, and Transition Age Youth.

Because Socialserve.com's data and support system cover all of Los Angeles County, your Board previously authorized the execution of partnership agreements with other Los Angeles County municipalities in order to allow for shared postings of rental projects. The City of Pasadena has successfully maintained a partner website that is administered by Socialserve.com under a Participation Agreement with the Commission. Currently, the Housing and Community Investment Department of the City of Los Angeles (HCID-LA) is finalizing details of a similar agreement that would allow them to require their funded multi-family rental projects to register on the LAC-HRC. This partnership would significantly increase the number of rental listings on the LAC-HRC and provide information and benefits to all County residents as well as caseworkers and housing locators working for County programs or departments.

The Commission believes that the LAC-HRC project could continue to provide cost-effective benefits and services to County residents for the several years to come. However, the Commission, in consultation with County Counsel, proposes to request renewal or extension of the sole source authority for this contract in conjunction with a project performance evaluation that would accompany a request to terminate the current contract for purposes of entering into new sole source contract with Socialserve.com for five additional years of LAC-HRC operations. Because the current HPI funding term and current contract expiration date of Larry Newman do not coincide, the additional HPI funds are needed to continue uninterrupted operation of the LAC-HRC in the first quarter of 2015.

Utilizing authority granted by your Board, the Commission Executive Director may need to approve a six or nine month extension to the current contract to allow sufficient time to procure and conduct an objective performance analysis that would lead to a Commission recommendation that would come to Board no later than September 30, 2015. This length of time is recommended in order to allow for sufficient experience with coordinated entry systems and the partnership with HCID-LA to take effect and begin operation.

Therefore, the HPI funds requested herein provide the annual fee-for-service to Socialserve.com for the maintenance and support of the website service. Approval of the recommended actions would extend the operation of the LAC-HRC into 2015, and allow time for the Commission to procure and conduct a project performance analysis in order to come back to your Board with a recommendation regarding sole source justification for the continued operation of the LAC-HRC by Socialserve.com.

ENVIRONMENTAL DOCUMENTATION

The proposed transfer of funds is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment. The action is not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECTS

Approval of the recommended actions will enable the uninterrupted operation of the LAC-HRC website and call center and enhance the ability of the Commission to provide housing information and referral services and benefits to residents of Los Angeles County, including landlords and tenants, as well as housing locators, lending institutions, real estate professionals, veterans, and other providers of affordable, special needs, supportive, transitional and emergency housing.

Respectfully submitted,

SEAN ROGAN
Executive Director

Information Systems Advisory Body

County of Los Angeles



CHAIRMAN
John L. Scott
Interim Sheriff

CHAIR PRO TEM
John Ruegg
Director, ISAB

ISAB

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L. A. Superior Court

Jackie Lacey
District Attorney

Janice Fukai
Alternate Public Defender

William T. Fujioka
Chief Executive Officer

Ronald L. Brown
Public Defender

Jerry Powers
Chief Probation Officer

Paul Cooper
President, Police Chiefs' Association

Dr. Mark Fajardo
Chief Medical Examiner-Coroner
Department of the Coroner

Richard Sanchez
Chief Information Officer

James Jones
Director, Internal Services Department

Charles Beck
Chief of Police, City of Los Angeles

November 18, 2014

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:

AMENDMENT NUMBER ONE TO THE CONTRACT WITH MTG MANAGEMENT CONSULTANTS, LLC FOR MBIS CONSULTING SERVICES (ALL DISTRICTS) (3-VOTES)

SUBJECT

Approval of Amendment Number One (Amendment) to the Contract (Contract) between the County of Los Angeles (County) on behalf of the Information Systems Advisory Body (ISAB) and MTG Management Consultants, LLC (MTG) for Multi-Modal Biometric Identification System (MBIS) Consulting Services.

IT IS RECOMMENDED THAT YOUR BOARD

Approve and authorize the Director of ISAB to finalize and execute an Amendment to the existing Contract with MTG, substantially similar to the attached Amendment, which will (i) expand the scope of the Contract to include LiveScan consulting services to be provided by MTG; (ii) extend the term of the Contract for two (2) years through December 9, 2016, with two (2) additional one-year options exercised by the Director of ISAB in his sole discretion, in order to allow for the completion of LiveScan consulting services; and (iii) increase the maximum total Contract Sum to \$365,635 to allocate for such LiveScan consulting services and the Contract term as extended by the Amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended Amendment is to engage MTG to assist the Los Angeles County Regional Identification System (LACRIS) of the County's Sheriff's Department (LASD) with developing and issuing a Request for Proposals (RFP) and negotiating the resultant agreement for the acquisition, implementation and maintenance of a replacement LiveScan system, as well as providing assistance with the LiveScan system implementation.

LACRIS currently has a contract with MorphoTrust USA for maintenance of the existing LiveScan system. The proposed Amendment will allow LACRIS to engage MTG to provide consulting services through the completion of the procurement and implementation of the replacement LiveScan system, which will occur after the current Contract expiration date of November 30, 2016.

As part of LiveScan consulting services, MTG will provide support to LACRIS in the review of recently issued solicitations by other jurisdictions for acquiring LiveScan systems, review existing functional and system requirements of LACRIS, work with the County team in finalizing and writing the LiveScan RFP, research and document ways to enhance the quality of the LiveScan RFP, assist the Sheriff in evaluating vendor responses to the LiveScan RFP, participate in bidders' conference(s) and assist in responding to vendor questions, provide assistance and support during LiveScan agreement negotiations and assist with the implementation of the new LiveScan system.

Implementation of Strategic Plan Goals

The public/private partnership between the County and MTG supports Strategic Plan Goals No. 1, Operational Effectiveness, Goal No. 2, Fiscal Responsibility, and Goal No. 3, Integrated Service Delivery, by providing responsive, efficient and high-quality public service through teamwork and collaboration.

FISCAL IMPACT/FINANCING

Amendment Number One will increase the maximum County obligation over the maximum possible term of the Contract, as extended under this Amendment, by \$150,000 from \$215,635 to \$365,635. Funding for this Contract Amendment will be provided by the Remote Access Network (RAN) Board.

No new net County funds are being requested for this Contract. There are no other fiscal impacts.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

This is not a Proposition "A" Amendment, since approval of this Amendment will not displace County employees, and the services offered under the Amendment currently cannot be performed by the individual County departments due to the need for specialized skills. Furthermore,

LACRIS will not require MTG to perform services in excess of the Board-approved Contract Sum under the Contract, scope of work and/or Contract dates.

The Contract contains all the latest Board-required and policy driven provisions. Under this Amendment, the Time Off for Voting provision is also being added to the Contract.

CONTRACTING PROCESS

On September 13, 2012, the County released a Request for Proposals (RFP) for MBIS Consulting Services. The proposals were evaluated and MTG was selected as the highest-ranked qualified vendor meeting all RFP minimum requirements. As part of its proposal, MTG also accepted all of the terms and conditions included in the Required Contract attached to the RFP.

The County selected MTG based upon predefined proposal evaluation criteria, including price, qualifications, technical capability and extensive law enforcement biometric systems experience. Following your Board approval, the Contract with MTG was executed on December 10, 2012.

As part of MBIS consulting services, MTG has been assisting LACRIS with issuance of MBIS RFP and negotiating the resultant agreement with the selected vendor. During performance of MBIS consulting services, MTG has gained great knowledge of the LACRIS system environment. By engaging MTG for the provision of LiveScan consulting services, LACRIS will benefit financially, among others, from such knowledge.

The LACRIS system environment consists of MBIS, which is the smart engine that retains and is used to identify finger prints, and the LiveScan system as the front-end capture engine. The two systems are interdependent; one cannot work without the other, as fingerprints are collected via the LiveScan system and interfaced with the MBIS back-end identification engine. This Amendment will allow MTG to continue assisting the Sheriff with the LiveScan portion of the LACRIS system environment, which will need to be fully integrated with MBIS.

During these past 18 months, MTG has become intimately knowledgeable of the existing Sheriff operations. The consultant is in a unique position to continue to assist the Sheriff with the seamless acquisition of the new LiveScan system. If MTG is unable to continue with the LiveScan portion of this project, the Sheriff will need to go out to bid to obtain similar consultant services. This would be very costly and time consuming. Furthermore, MTG is a nationally recognized expert in assessing, planning, acquiring and managing integration projects for law enforcement with particular emphasis on AFIS and integrated justice systems.

As stated previously, MTG was selected as the lowest priced and highest scored technical expert in the biometric space via a competitive bid process. The additional work being recommended is more of the same type of work MTG has already been doing. It will consist of additional tasks, subtasks and deliverables to be performed by MTG to assist the Sheriff in developing requirements and necessary acquisition documents leading to the procurement and implementation of new LiveScan equipment compatible with the newly acquired MBIS.

MTG will provide support to the County team in finalizing and writing all LiveScan specifications as necessary for a competitive bid solicitation. MTG will be responsible for researching and documenting issues that could enhance the quality of the LiveScan solicitation, assist County in evaluating vendor responses to the LiveScan solicitation, participate in bidders' conferences and assist in responding to vendor questions, provide assistance and support during Contract negotiations, and assist in the implementation of the LiveScan system, in other words, performing activities similar to those performed during the MBIS phase of the project.

While the Contract was competitively bid, this Amendment is being entered into on a sole source basis, since the Amendment scope exceeds the scope of the MBIS RFP. The Amendment has been reviewed and approved as to form by County Counsel. The Chief Information Office (CIO) recommends approval of this Amendment (CIO Analysis attached).

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The current agreement with MorphoTrust USA for LiveScan maintenance services will expire in November 2016. This Amendment will allow for the development of an RFP for the replacement of the existing LiveScan system and assistance with its implementation before expiration of the current LiveScan system maintenance agreement.

CONCLUSION

Upon your Board's approval, it is requested that the Executive Officer, Clerk of the Board of Supervisors, return two (2) adopted stamped copies of the Board letter to: Information Systems Advisory Body, Attention Felix Basadre, Assistant Director, 12750 Center Court Drive, Suite 500, Cerritos, CA 90703.

Respectfully submitted,

Reviewed By,

John Ruegg, Director
Information Systems Advisory Body

Richard Sanchez
Chief Information Officer

JR:FB

Attachments (2)

c: Chief Executive Officer
Auditor-Controller
County Counsel
Executive Officer, Board of Supervisors
Sheriff

November 18, 2014

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:

AUTHORIZATION TO ACCEPT AND IMPLEMENT GRANT AWARDS FROM THE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT FOR THE BICYCLE PROJECT AND THE ELECTRIC VEHICLE RECHARGING STATIONS; DELEGATE EXECUTION OF RELATED CONTRACTS AND AMENDMENTS; AND APPROVAL OF AN APPROPRIATION ADJUSTMENT (ALL SUPERVISORIAL DISTRICTS) (4 VOTES)

SUBJECT

Authorize the Internal Services Department to accept and implement a grant award and future awards and/or amendments to furnish and install bicycle racks and lockers, and conduct an educational outreach project; accept and implement an additional grant award and future awards and/or amendments to furnish and install electric vehicle recharging stations; and approve an appropriation adjustment.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize and instruct the Director of Internal Services Department (Director-ISD), or designee, to accept and sign Grant Award Agreement Number ML 14030 with the South Coast Air Quality Management District (AQMD), Mobile Source Air Pollution Reduction Review Committee (AQMD-MSRC) in the amount of \$425,000 to partially fund the purchase and installation of up to 575 bicycle racks and lockers, and conduct educational outreach (Bike) programs at various County sites within the AQMD area (Attachment 1). The grant period is 38 months from the date of execution and has a matching fund requirement.
2. Authorize the Chief Executive Office (CEO) to utilize AB2766 funding in the amount of \$425,000 to maximize the use of these monies and draw down the dollar for dollar match; for a total Bike project cost of \$850,000.

3. Adopt the attached Resolution authorizing the Director-ISD, or designee, to sign and submit all required grant documents, including but not limited to, applications, agreements, amendments, modifications, augmentations, extensions, payment requests, reports, and grant renewals that may be necessary for the completion of the Bike project.
4. Delegate authority to the CEO, or designee, as an agent for the County, to apply and submit a grant application to the AQMD-MSRC for the Bike project in future fiscal years and to execute all required grant applications documents, including assurances and certifications, when and if such future funding becomes available.
5. Authorize and instruct the Director-ISD, or designee, to accept and sign Grant Award Agreement Number ML 14060 with AQMD-MSRC in the amount of \$104,400 to partially fund the purchase and installation of up to 38 Electric Vehicle Supply Equipment (EVSE) sites – plug-in vehicle recharging stations at various DHS sites within the AQMD area (Attachment 2). The grant period is 15 months from the date of execution and has a matching fund requirement.
6. Authorize ISD to utilize \$95,000 in funding awarded by the AQMD-CEC to the County's supplier, Associated of Los Angeles, and \$20,600 in DHS funding and draw down \$104,400 in MSRC grant funding; for a total EVSE project cost of \$220,000.
7. Adopt the attached Resolution authorizing the Director-ISD, or designee, to sign and submit all required grant documents, including but not limited to, applications, agreements, amendments, modifications, augmentations, extensions, payment requests, reports, and grant renewals that may be necessary for the completion of the EVSE project.
8. Delegate authority to the CEO, or designee, as an agent for the County, to apply and submit a grant application to the AQMD-MSRC for the EVSE project in future fiscal years and to execute all required grant applications documents, including assurances and certifications, when and if such future funding becomes available.
9. Approve the request for appropriation adjustment for Fiscal Year (FY) 2014 - 15 in the total amount of \$975,00 to increase Services and Supplies (S&S) to provide spending authority for the purchase and installation of bicycle racks and EVSE projects funded by AQMD grant funding (Attachment 3).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The CEO manages the County's mandated Rideshare Program which is currently funded by AB 2766 revenues, and receives approximately \$1.28 million annually for this program, from the AQMD. The MSRC, which is also funded with AB 2766 revenues, had a two-year Local Government Matching Grant Program where AQMD matched funds dollar for dollar for jurisdictions that use their AB 2766 revenue to implement emission reduction projects. Jurisdictions which do not utilize AB 2766 funds as match for the grants were limited to receiving a maximum of \$400,000 total over two years from the MSRC. It should be noted that jurisdictions may do both: utilize their AB 2766 funds as well as other funding sources to draw down the \$400,000 "cap" amount.

The County identified a total of nine projects at an estimated cost of \$8.19 million and over a two-year period that will maximize its AB 2766 funding of \$2.56 million and draw down the dollar for dollar match. We also intend to draw down the \$0.4 million cap by utilizing County general fund monies available for these projects. Two of these nine projects include the Bike and the EVSE Programs.

Recommendations 1 and 5 authorize the Director-ISD to accept grant funding in the noted amounts for the Bike and the EVSE Programs. Recommendations 2 and 6 authorized the CEO to utilize AB 2766 funds as the matching fund requirement which will allow the County to fully leverage the County's noted revenue funding source for implementation of these emission reduction projects.

Recommendations 3 and 7 authorize the Director-ISD to sign these grant documents, if necessary, that are associated with the completion of this project without returning to the Board.

Recommendations 4 and 8 authorize the CEO to submit AQMD-MSRC grant funding applications as expeditiously as possible for these types of projects should future funding become available. The CEO will return to your Board to accept any future grants.

Recommendation 9 will increase budgeted S&S to fund the implementation of the noted projects.

Implementation of Strategic Plan Goals

These projects are consistent with the County's Strategic Plan, Goal 1, Operational Effectiveness/Fiscal Sustainability. The projects will enhance the County's ability to effectively reduce criteria air pollution (tailpipe emissions) in and around many County

sites, thereby improving localized air quality and reducing health impacts for its staff, clients, and the community at large.

FISCAL IMPACT/FINANCING

As noted, these projects require dollar for dollar matching funds and it is recommended that AB2766 funds be utilized to fully maximize these revenue resources. By committing the County's total AB 2766 revenues as well as other available funding to address critical projects, the County will fully leverage funding by an additional \$1.28 million for a total of \$2.56 million; as well as draw down the additional \$400,000 cap. Of the \$2.56 million utilized for Rideshare, approximately \$1,400,000 is available for use towards these projects; however, the remaining \$1,160,000, to be re-directed towards these projects over the course of the next two years will require that they be back-filled. The Departments of Public Works (DPW), and Parks and Recreation (Parks) have identified unrestricted funds annually for two years from their budgets to fund the countywide Rideshare Program.

Backfilling the Rideshare Programs for FYs 2014-15 and 2015-16, provides DPW with the opportunity to move forward with seven other proposed projects, which the MSRC has approved, as part of the Local Government Matching Grant Program and the CEO recommends that the department utilize AB2766 funding to maximize revenue and expedite the completion of those very important projects. DPW will return to the Board with a separate Board Letter to address those seven projects.

Parks has identified funding for the Bike program as this countywide effort supports the implementation of existing County policy goals, including the 2012 Los Angeles County Bicycle Master Plan. There is sufficient funding within Park's FY 2014-15 budget.

Bicycle Rack and Education Program

The total project cost is estimated at \$850,000 over two Fiscal Years. Funding for this project includes the MSRC's grant in the amount of \$425,000 and County AB 2766 revenue in the amount of \$425,000.

The project will be budgeted in ISD's Operating Budget upon approval of the appropriation adjustment submitted with this Board Letter. ISD's Office of Sustainability will administer the grant and oversee the project which is estimated to be completed in Fiscal Year (FY) 2015-16. ISD will request adequate appropriation in their FY 2015-16 budget.

EVSE Program

The total project cost is estimated at \$220,000, and will be funded by \$104,400 from the MSRC's grant, and the matching component will be funded by \$95,000 in funding awarded by the AQMD-CEC to the County's supplier, Associated of Los Angeles and approximately \$20,600 from DHS. There is sufficient funding for this program within DHS' FY 2014-15 budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 15, 2013, the CEO, in conjunction with ISD, submitted two grant applications in response to MSRC's grant solicitation. The MSRC awarded a grant of \$425,000, with a dollar for dollar match requirement, for the implementation of a Bike Program at various County sites. A second grant, in the amount of \$104,400, with a dollar for dollar match requirement, was also awarded for the installation of up to 38 EVSE charging stations at various DHS sites.

Maintenance costs for EVSEs are projected to be minimal, approximately \$1,000 annually per site, and the proprietor department would be responsible for this cost.

The grant agreements have been reviewed and approved as to form by County Counsel.

ENVIRONMENTAL DOCUMENTATION

These projects are categorically exempt from the provisions of CEQA pursuant to Section 15301(a), (d), and (f) of CEQA guidelines.

CONTRACTING PROCESS

The EVSE, bicycle racks, and lockers are commodities under the statutory authority of the County Purchasing Agent. Through a competitive solicitation process, ISD has established a Purchasing Agreement for electric vehicle charging devices and has made the agreement available to other agencies throughout the State. The bike racks and lockers will be solicited through a competitive process.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Bicycle Rack and Education Program

The MSRC grant will be managed and implemented by two County Departments. The County Office of Sustainability at ISD will furnish and install up to 575 bicycle racks and

lockers at various County facilities and locations within the AQMD region. The CEO Office of Workplace Programs and Marketing (CEO-WPM), in collaboration with the County's Wellness Program, will use grant funds to create an employee bicycle education and encouragement program for County employees to ensure they feel confident and safe while cycling to work. Over a two year period, the program will provide: 48 one (1) hour "Basics of Bicycle Commuting" workshops and eight, six (6) hour "Traffic Skills 101" courses. Incentives to encourage employee participation will include free bicycle helmets and light sets.

The lack of secure bicycle parking and fear of cycling in traffic are frequent reasons why people hesitate to ride a bike to work. This program supports the implementation of existing County policy goals, including the 2012 Los Angeles County Bicycle Master Plan; the 2012 Board of Supervisors' motion to implement bicycle parking at County facilities and in communities with high obesity rates; and the 2013 Healthy Design Ordinance. Implementation of this program also promotes rideshare, helps reduce vehicle-miles traveled, improves air quality, relieves traffic congestion, and increasing levels of physical activity among residents and employees. The program may also lead to reductions in reimbursements for County mileage.

The County Office of Sustainability at ISD will oversee grant management, contract management and deployment of these 38 EVSE recharging stations at various DHS sites. ISD will provide the Board a status report upon installation of all Bicycle Racks and completion of the Education Program.

EVSE Program

This grant will expand the number of publicly available EVSE sites (plug-in vehicle recharging stations) at various DHS sites within the AQMD region. Implementation of EVSE stations will reduce criteria pollutants and their associated health impacts, reduce Greenhouse Gas (GHG) emissions, and assist DHS with compliance with the AQMD's Rule 2202 which requires employers with 250 or more employees at a given worksite to actively reduce vehicle emissions from their employees' commute.

ISD will oversee grant management, contract management and deployment of these 38 EVSE recharging stations at various DHS sites. In addition, ISD will report to the Board upon implementation of all EVSE at DHS facilities.

CONCLUSION

Upon Board approval, please return two individually certified copies of the adopted

The Honorable Board of Supervisors
November 18, 2014
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Board Letter and two signed Resolutions to the CEO-Office of Workplace Programs and Marketing and ISD Grant Unit.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK
MLM:EW:mr

Enclosures (3)

c: Executive Office, Board of Supervisors
County Counsel
Internal Services Department
Department of Health Services
Parks and Recreation