



Executive Director's  
Report to the  
Board of Harbor Commissioners

**DATE: MAY 21, 2013**

**FROM: PORT POLICE**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - AWARD OF AGREEMENT TO CONVERGINT TECHNOLOGIES LP FOR SECURITY SYSTEM MAINTENANCE, REPAIR, INSTALLATION, AND INTEGRATION, ON AN AS-NEEDED BASIS**

**SUMMARY:**

On January 11, 2010, the City of Los Angeles Harbor Department (Harbor Department) entered into an Agreement with Science Applications International Corporation (SAIC) for security system maintenance, repair, installation, and integration of security and public safety systems. The Agreement expired on January 11, 2013. The Harbor Department continues to require assistance in carrying out these functions. Interim emergency maintenance and repair services are being provided by SAIC through a limited Purchase Order.

After conducting a Request for Proposals (RFP), the proposed action recommends the Board of Harbor Commissioners (Board) enter into an Agreement with Convergent Technologies LP (Convergent) of Orange, California, to provide professional services to assist the Harbor Department with the maintenance, repair, replacement, installation, and integration of equipment related to security systems. These systems include, but are not limited to, Closed Circuit Television (CCTV), access control and networking. The scope of this Agreement also includes system upgrades (hardware and software) that may be needed in order to enhance system performance or add to the system's overall capabilities. This action will authorize a one-year contract term with two, one-year renewal options, for an amount not to exceed \$4,000,000.

Funding for this project is provided through the Fiscal Year (FY) 2012 Port Security Grant Program (PSGP) in the amount of \$3,000,000. A 25 percent cost share in the amount of \$1,000,000 is required under this PSGP and will be funded by the Harbor Department. The grant award is for a two-year period ending August 31, 2014. Pending Board approval, the Harbor Department will request future funding for continued security systems maintenance through the FY 2013 PSGP and the Harbor Department's annual budget process.

**RECOMMENDATION:**

It is recommended that the Board of Harbor Commissioners:

1. Find in accordance with the City Charter Section 1022 that, although portions of the work under the subject Agreement can be performed by City employees, the work assignment exceeds staffing availability and time constraints require immediate staffing of the project;

SUBJECT: RESOLUTION NO. \_\_\_\_\_ - AWARD OF AGREEMENT TO CONVERGINT TECHNOLOGIES LP

- 2. Approve the proposed Agreement between the City of Los Angeles and Covergint Technologies LP to provide maintenance, repair, replacement, installation, and integration of equipment related to security systems for a term of one year with Executive Director authority to exercise two additional one-year renewal options for a total not to exceed cost of \$4,000,000 for the three-year period;
- 3. Authorize the Executive Director to execute and the Board Secretary to attest to the Agreement for and on behalf of the Board; and
- 4. Adopt Resolution No. \_\_\_\_\_.

**DISCUSSION:**

Background/Context – The Harbor Department utilizes various information technology based systems and incident driven communication platforms, including 400 cameras associated with the CCTV system and approximately 280 access control points. These systems require the professional services of an outside contractor to provide software and hardware maintenance, repair, installation, integration services and support for any new associated systems. Since January 2010, these services were provided under contract by SAIC.

Selection Process – On December 28, 2012, a RFP for Security System Maintenance and Repair (time and material basis) was posted on the Harbor Department’s website and the City’s Contracts Management and Opportunities Database, Los Angeles Business Assistance Virtual Network.

An evaluation panel consisting of staff from Port Police, Information Technology, and the Port of Long Beach, rated the proposals on the following criteria: Firm Qualifications, Experience and References; Project Organization, Personnel and Staffing; Project Approach, Work Plan, and Management; Rates, Fees and Budget Control; and Quality and Responsiveness of Proposal. Responsive proposals were received from the following firms by the January 23, 2013 deadline:

Company	Location	Status
Birdi and Associates	Los Angeles, CA	SBE
Convergint Technologies	Orange, CA	OBE
G4S	Torrance, CA	OBE
Pacific Beach Tower	Morro Bay, CA	SBE
SAIC	San Diego, CA	OBE

Based on the proposal evaluations, four of the five firms scored within 11 points of each other. The fifth firm scored a full 41 points below the fourth ranked firm (Transmittal 2). Given the closeness of the four highest proposal scores, the decision was made to hold

DATE: MAY 21, 2013

PAGE 3 OF 5

SUBJECT: RESOLUTION NO. \_\_\_\_\_ - AWARD OF AGREEMENT TO CONVERGINT TECHNOLOGIES LP

interviews/presentations in order to more clearly identify the best firm to carry out the duties outlined in the RFP.

On February 21, 2013, the top four firms participated in oral presentations and were rated on the following criteria: Technical Approach; Project Management; Qualifications/Experience; and Response to Questions. The table below shows the combined proposal and oral presentation ratings; and based on these scores Convergent is being recommended as the most qualified firm.

Rank	Score	Company
Convergent	181.00	A
2	155.33	B
3	149.33	C
4	130.00	D

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is award of a contract to Convergent Technologies LP for Harbor Department security system support and hardware and software upgrades. As an administrative activity, the Director of Environmental Management has determined that the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with Article II, Section 2 (f) of the Los Angeles City CEQA Guidelines.

**ECONOMIC BENEFITS:**

Approval of the proposed Agreement will have 93 direct and 27 secondary one-year equivalent employment impacts for the five-county region.

**FINANCIAL IMPACT:**

Under the FY 2012 PSGP, \$3,000,000 (fully reimbursable) has been awarded for this project. The Harbor Department is responsible for budgeting and paying for the initial procurements, then requesting reimbursements from the Federal government. There is a required 25 percent cost share (\$1,000,000) which will be funded by the Harbor Department. Funding in the amount of \$2,000,000 has been requested in Port Police Division FY 13/14 Operating Budget, Center 0412, Program 640, Account 54286. Upon Board approval, funding for future fiscal years will be requested as part of the annual budget process. Additionally, pending Board approval, the Harbor Department will request funding for continued security system maintenance under FY 2013 PSGP which

DATE: MAY 21, 2013

PAGE 4 OF 5

SUBJECT: RESOLUTION NO. \_\_\_\_\_ - AWARD OF AGREEMENT TO CONVERGINT TECHNOLOGIES LP

would cover the remainder of the contract in FY 2014/2015 and FY 2015/2016; should all renewal options be exercised.

Fiscal Year	Contract Maximum
2013-2014	\$2,000,000
2014-2015	\$1,500,000
2015-2016	\$ 500,000
Maximum	\$4,000,000

Costs incurred from the execution of the proposed Agreement through August 31, 2014, will be reimbursed under FY 2012 PSGP. Costs beginning September 1, 2014 will be Port-absorbed unless the United States Department of Homeland Security (DHS), Federal Emergency Management Agency authorizes a grant extension or additional funds in future grant years. Grant extensions are requested six months prior to the grant end date, given in six- or 12-month increments, and determined based on ongoing commitments (i.e., purchase orders, contract awards) and progression within the project.

The Harbor Department's obligation to pay any amount due thereunder for any City fiscal years after the current fiscal year is contingent upon Board appropriation of funds for the purpose. The City's fiscal year ends on June 30 of each calendar year. Accordingly, if funds are not appropriated in any fiscal year, the City may terminate any contract and its future monetary obligations thereunder, effective as of the end of any fiscal year.

Alternatives Considered - Utilization of existing City employees to perform the work. In their Contract Review Report, Human Resources determined that City employees have the expertise to perform portions of the work being proposed for contracting. As a result, the Contracts and Purchasing Division conducted a Los Angeles Charter Section 1022 inquiry with the Department of Water and Power (DWP), Los Angeles World Airports (LAWA), and Information Technology Agency (ITA), for various Engineer classifications identified as being able to complete portions of the work proposed for contracting.

DWP and LAWA indicated they had no staff available to assist with the proposed work. ITA had staff available and submitted a proposal for the maintenance/repair portion of the work (not inclusive of equipment installation or system integration) at a cost of \$1,500,000 annually. However, through the FY 2012 PSGP, \$3,000,000 of the project costs will be reimbursed, requiring the Harbor Department to fund only the required 25 percent cost share (\$1,000,000). Additionally, because Federal funds cannot be used to pay salaries for City employees, the Harbor Department would have to absorb all costs of work performed by ITA; thereby making it more economically feasible to utilize an outside contractor to complete the full project scope.

DATE: MAY 21, 2013

PAGE 5 OF 5

SUBJECT: RESOLUTION NO. \_\_\_\_\_ - AWARD OF AGREEMENT TO CONVERGINT TECHNOLOGIES LP

Benefits of Funding - Over \$30,000,000 in PSGP funds have been spent to date on software and hardware for CCTV, access control, and networking systems. Grant recipients are mandated by the DHS to maintain all equipment and systems purchased through the PSGP. Failure to properly maintain equipment and systems may result in denial of future grant requests. Additionally, preventive maintenance, system upgrades, and repair to the Harbor Department's security system is of primary importance for the safety and security of all Port stakeholders.


Financial Impact if Not Approved - Costly emergency repairs and system upgrades if the network is not maintained on a regular basis.

**CITY ATTORNEY:**

The Office of the City Attorney has reviewed and approved this Agreement as to form and legality.

**TRANSMITTALS:**

1. Personal Service Agreement
2. Proposal and Interview Scoring Matrix




RONALD J. BOYD  
Chief of Police

FIS Approval:  (initials)  
CA Approval:  (initials)



JOHN M. HOLMES  
Deputy Executive Director

APPROVED:



GERALDINE KNATZ, Ph.D.  
Executive Director

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