



THE PORT
OF LOS ANGELES
Executive Director's
Report to the

Board of Harbor Commissioners

DATE: JULY 17, 2019

FROM: PORT POLICE

SUBJECT: RESOLUTION NO. _____ - AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND CONVERGINT TECHNOLOGIES, LLC FOR SECURITY SYSTEM MAINTENANCE, REPAIR, INSTALLATION, AND INTEGRATION, ON AN AS-NEEDED BASIS

SUMMARY:

Staff requests approval of an agreement between the City of Los Angeles Harbor Department (Harbor Department) and Convergent Technologies, LLC (Convergent), Orange, California (Agreement), 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.

Convergent has been providing the above listed services since June 18, 2013. Their current Agreement (No. 16-3413) expires on August 15, 2019. Services under the new Agreement will not begin prior to the expiration of the former. The proposed Agreement (Transmittal 1) will be for a period of one year and will include two, one-year renewal options, at an amount not to exceed \$7,500,000 (\$2,500,000 per year). A portion of the Agreement will be funded through the Port Security Grant Program (PSGP). Fully reimbursable federal funds, in the amount of \$1,875,000, were awarded for this project. The Harbor Department is required to fund a twenty-five percent cost share in the amount of \$625,000. The grant performance period is three years and will expire on August 31, 2020. Funding for future years will be requested as part of the annual budget process and additional grant funds will be sought through the annual PSGP application process. This Agreement is the financial responsibility of the Harbor Department.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA guidelines;

DATE: JULY 17, 2019

PAGE 2 OF 4

SUBJECT: RESOLUTION NO. _____ - AGREEMENT BETWEEN THE HARBOR DEPARTMENT AND CONVERGINT TECHNOLOGIES, LLC

2. Find that in accordance with the City Charter Section 1022 that, although portions of the work under the subject Agreement can be performed by City employees, there are no staff available to assist;
3. Award the one-year Agreement, with two, one-year renewal options, to Convergent Technologies LLC;
4. Authorize the Executive Director to execute and the Board Secretary to attest to the Agreement; and
5. Adopt Resolution No. _____.

DISCUSSION:

Background – The Harbor Department requires the professional services of an outside contractor to provide software and hardware maintenance, repair, installation, and integration services for its security system. The system is comprised of approximately 450 cameras associated with the CCTV system, approximately 275 access control points, as well as any new associated systems coming on line during the life of this Agreement.

Agreement No. 16-3413 with Convergent to provide the above listed services was initially approved by the Board on June 6, 2013 and will expire on August 15, 2019. In order to avoid having any interruption in services, the proposed Agreement should begin no later than August 16, 2019. Convergent has been awarded each contract through a competitive bidding process.

Selection Process – On March 19, 2019, a Request for Proposals was posted on the Harbor Department's website and the City's Contracts Management and Opportunities Database, Los Angeles Business Assistance Virtual Network. Forty-two unique viewers accessed the RFP and two responsive proposals were submitted by the April 9, 2019 deadline.

An evaluation team consisting of staff from Port Police 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 Clarity and Comprehensiveness of the Proposal. Firms could receive a maximum score of 100. Evaluators were able to rate each of the five criteria on a scale of 0 to 5 and the criteria were weighted as 5, 6, 4, 4, and 1, respectively.

DATE: JULY 17, 2019

PAGE 3 OF 4

SUBJECT: RESOLUTION NO. _____ - AGREEMENT BETWEEN THE HARBOR DEPARTMENT AND CONVERGINT TECHNOLOGIES, LLC

Additionally, on May 7, 2019, interviews were held with each firm to help further identify which would be best equipped to carry out the duties outlined in the RFP. The presentations were rated on the on the following broad criteria with sub categories in each: Technical Approach, Project Management, and Qualifications/Experience. Firms could receive a maximum score of 130. The proposals and interviews were rated/scored independently. In addition, each firm received additional points for their Local Business Enterprise designation.

Convergint received the highest score for both their proposal and interview from each of the three raters (Transmittal 2). Based on their combined score of 217 out of a possible 238, Convergint is being recommended for contracting.

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of a proposed one-year Agreement, with two, one-year renewal options, to Convergint Technologies LLC, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Class 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

The proposed Agreement is for a one-year term with two, one-year renewal options, for an amount not to exceed \$7,500,000. \$1,875,000 (fully reimbursable) for this project has been awarded under the PSGP, during the initial, one-year term of the proposed Agreement. The Harbor Department is responsible for budgeting and paying for the associated labor and materials and subsequently requesting reimbursements. A non-reimbursable, twenty-five percent cost share (\$625,000), is required and will be fully funded by the Harbor Department, during the initial, one-year term of the proposed Agreement. Funding in the amount of \$2,500,000 has been budgeted in the Port Police FY 19/20 Operating Budget, Center 0412, Program 640, Account 54286 (Port Security Services) and, upon Board approval, funding for future fiscal years will be requested as part of the annual budget process as follows:

Fiscal Year	Contract Maximum
2019-2020	\$2,500,000
2020-2021	\$2,500,000
2021-2022	\$2,350,000
2022-2023	\$ 150,000
Maximum	\$7,500,000

DATE: JULY 17, 2019

PAGE 4 OF 4

SUBJECT: RESOLUTION NO. _____ - AGREEMENT BETWEEN THE HARBOR DEPARTMENT AND CONVERGINT TECHNOLOGIES, LLC

It is necessary to fund this Agreement through FY 22/23 as a result of it starting approximately two months into FY 19/20. Additionally, pending Board approval, the Harbor Department will request funding for continued security system maintenance under future rounds of the PSGP.

A funding out clause, also known as a termination of agreement for non-appropriation of funds clause, has been included in the proposed Agreement.

CITY ATTORNEY:

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

TRANSMITTAL:

- 1. Personal Services Agreement
- 2. Combined Scoring Matrix

FIS Approval: MB
 CA Approval: gme

RANDY ALLEN
Deputy Chief of Police

THOMAS E. GAZSI
Chief of Public Safety and
Emergency Management

APPROVED:

EUGENE D. SEROKA
Executive Director

TEG:RA:cjz
Author: R. Grant