



DATE: MARCH 21, 2023

FROM: PORT POLICE

SUBJECT: RESOLUTION NO. ____ – AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND CANINE DEPLOYMENT STRATEGIES LLC TO PROVIDE K-9 TRAINING SERVICES ON AN AS-NEEDED BASIS

SUMMARY:

Staff requests approval of an Agreement with Canine Deployment Strategies LLC (CDS), Long Beach, CA, to provide professional services to maintain the patrol and narcotics/explosives detection skills of its canines (K-9s) and their handlers through monthly training and certification. This action will authorize a one-year contract term with two, one-year renewal options for an amount not to exceed Two Hundred Thirty Thousand Four Hundred Dollars (\$230,400). The City of Los Angeles Harbor Department (Harbor Department) will be financially responsible for payment of expenses incurred under the proposed Agreement.

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;
2. Find that in accordance with the Los Angeles City Charter Section 1022, the services to be provided herein are of a professional, expert, technical, temporary and occasional character, and there are no known Harbor Department personnel or current City job classifications with the expertise to perform the work being proposed for contracting;
3. Award the one-year Agreement with two, one-year renewal options, to Canine Deployment Strategies LLC;
4. Authorize the Executive Director to execute and the Board Secretary to attest to the Agreement; and
5. Adopt Resolution No. _____.

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DISCUSSION:

Background – The Harbor Department requires the professional services of an outside consultant to provide training and certification for new and existing K-9s and their handlers engaged in patrol and narcotics/explosives detection duties.

Since July 1, 2016, CDS has been supplementing the in-house K-9 training and certification required, as per industry standards, on a quarterly basis. The K-9 training program requires the continued assistance of an outside consultant as the consultant and Sergeant perform different tasks with different skill sets.

The role of the Sergeant is to provide maintenance training to Port Police dogs and their handlers. The Sergeant is also responsible for performance oversight of each handler/dog team, identifying any performance flaws, and identifying solutions for those issues discovered during training.

The role of the Consultant trainer is to provide third party oversight in all phases of the K-9 program. The Consultant works alongside the Sergeant to ensure performance goals are met. The skillsets brought by the Consultant go beyond handling routine maintenance and competency testing. The extensive knowledge and experience of the Consultant provides an enhanced platform of training concepts that are directly applicable to the actions of Port Police Officers and their assigned dogs. The addition of the Consultant trainer also helps to mitigate potential liability through proactive advanced preparation of Port Police personnel.

Selection Process – On December 12, 2022, a Request for Proposals (RFP) for a K-9 Training and Certification Provider was posted on the Harbor Department's website and the Regional Alliance Marketplace for Procurement (RAMP) website. Seventeen unique viewers accessed the RFP via RAMP and one responsive proposal was received by the January 9, 2023 deadline.

Shortly after the submission deadline, the Contracts and Purchasing division sent an email to firms that viewed the RFP but did not submit a proposal asking, "In order to continue to promote competitive and transparent business practices, I would like to request that you take the time to send me an email advising as to why you did not submit a proposal." To date, no responses to the request have been received.

An evaluation team consisting of staff from Port Police and the Beverly Hills Police Department rated the proposal on the following criteria: Firm Qualifications, Experience and References; Personnel and Staffing; Training Techniques; Costs; 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

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were weighted at 6, 5, 4, 2, and 3, respectively. Also, through the Local Business Preference Program (LBPP), local firms are able to receive an eight percent preference for any proposal for services valued in excess of \$150,000. The CDS proposal, inclusive of LBPP preference points, was rated as follows:

Rank	Score	Company
1	101.00	Canine Deployment Strategies LLC

Based on the proposal evaluations, CDS is being recommended for contracting. (See Transmittal 2)

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of an Agreement with CDS to provide professional services to maintain the patrol and narcotics/explosives detecting skills of its K-9s and their handlers through monthly training and certification, 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 Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

The proposed Agreement would authorize expenditures of up to \$12,800 for the first year, or a maximum of \$230,400 over three years if all options are exercised.

Funding for Fiscal Year (FY) 2022/2023 in the amount of \$12,800 is available within Center 0412, Program 000, and Account 51720 (Training Fees and Materials). Upon Board approval, funding for future fiscal years will be requested to the budgeted as part of the annual budget process. Spending under the proposed Agreement is expected to occur as follows:

Fiscal Year	Contract Maximum
2022-2023	\$12,800
2023-2024	\$76,800
2024-2025	\$76,800
2025-2026	\$64,000
Maximum	\$230,400

Upon Board approval, funding for future fiscal years will be requested as part of the annual budget process.

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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 proposed Agreement as to form and legality.

TRANSMITTAL:

1. Personal Services Agreement
2. Scoring Matrix

FIS Approval: MB (initials)
CA Approval: SO (initials)



GREG D. MC MANUS
Deputy Chief of Police



THOMAS E. GAZSI
Chief of Public Safety and
Emergency Management

APPROVED:



EUGENE D. SEROKA
Executive Director

TEG:GDM:cjz

Author: R. Grant