



Executive Director's  
Report to the

Board of Harbor Commissioners

**DATE: AUGUST 13, 2014**

**FROM: PORT POLICE**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - APPROVAL OF AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND JOHANNES GREWE K-9 SCHOOL FOR LAW ENFORCEMENT FOR TRAINING AND CERTIFICATION OF PORT POLICE CANINES AND HANDLERS**

**SUMMARY:**

The proposed Agreement is for Johannes Grewe K-9 School for Law Enforcement (Johannes Grewe), Keene, California, to provide professional services maintaining the patrol and narcotics/explosives detection skills of Port Police canines (K-9s) and their handlers through monthly training and certification. Included in the scope of work under this Agreement would be assisting in the selection and procurement of suitable future K-9s to meet the demands of Port Police patrol and narcotics/explosives detection.

This action will authorize a one-year contract term with two, one-year renewal options for an amount not to exceed \$175,500. Funding in the amount of \$45,500 is available in the Port Police Fiscal Year (FY) 2014-2015 operating budget, and funding for future fiscal years will be requested as part of the City of Los Angeles Harbor Department's (Harbor Department) annual budget process.

**RECOMMENDATION:**

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

1. Approve the proposed Agreement between the City of Los Angeles Harbor Department and Johannes Grewe to provide K-9 training services for a term of one year with two additional one-year renewal options for a total not to exceed \$175,500;
2. Find that in accordance with Los Angeles Charter Section 1022, work under the subject Agreement can be performed more feasibly by an independent contractor than by City employees;
3. Authorize the Executive Director to execute and the Board Secretary to attest to the Agreement for and on behalf of the Board;
4. Authorize the Executive Director to approve the two additional, one-year renewal options on behalf of the Board, subject to budget approval for future year funding; and
5. Adopt Resolution No. \_\_\_\_\_.

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**DISCUSSION:**

Background/Context – The Harbor Department requires a personal services agreement (Transmittal 1) with a contractor to provide monthly training and maintain necessary certifications for new and existing K-9s and their handlers engaged in patrol and narcotics/explosives detection at the Port of Los Angeles (Port).

Port Police utilizes the skills of ten K-9s and their handlers for public safety in the Port, and in furtherance of its specialized and unique mission. Industry standards recommend proficiency for K-9s in various disciplines such as obedience, searching for a hidden person, suspect apprehension, and contraband detection. These proficiencies are maintained through regular training and when required, remedial training. Ongoing training ensures the K-9s and their handlers are utilizing consistent enforcement standards used throughout the industry, which can be useful in instances of mutual aid with other law enforcement agencies. The average time a Port Police K-9 spends on active duty is approximately eight years, assuming no injuries and continued good health. The Harbor Department has two K-9s eligible for retirement in the current fiscal year.

The proposed agreement requires the vendor to have the ability to:

- Provide a minimum of two 8-hour on-site training days per month
- Be available to testify in court on behalf of Port Police, as necessary
- Assist in the selection and procurement of new K-9s
- Have a reasonable refund/return policy for newly purchased K-9s
- Guarantee the health of any K-9 provided

Selection Process – On April 15, 2014, a Request for Proposals for a K-9 Training and Certification Provider was posted on the Port of Los Angeles website and the City of Los Angeles contracts management and opportunities database, Los Angeles Business Assistance Virtual Network. Four responsive proposals were received by the May 6, 2014 deadline. An evaluation panel consisting of staff from Port Police, and the Long Beach Police Department rated and ranked the proposals on specific criteria (Transmittal 2).

Company	Location	Status
Johannes Grewe	Keene, CA	SBE
Vohne Liche Kennels	Denver, IN	DVBE
Vigilant Canine Services	Red Bluff, CA	SBE
American K-9 Detection Services	Lake Mary, FL	OBE

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Port Police is recommending Johannes Grewe based on the following:

- Highest overall score
- Lowest cost
- Closest California location
- Ranked number one by two of the three raters
- No other direct costs such as mileage, equipment/training aids, or travel
- No escalation of fees should renewal options be exercised

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is award of an agreement to Johannes Grewe for professional services related to patrol and narcotics/explosives detection for Port Police canines and handlers. 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:**

This Board action will have no employment impact for the five-county region

**FINANCIAL IMPACT:**

Funding in the amount of \$45,500 has been budgeted for this project in the Port Police Division FY 2014/2015 Operating Budget, Center 0412, Program 000, Account 51720. Upon Board approval, funding for future fiscal years will be requested as part of the annual budget process as follows:

<b>Fiscal Year</b>	<b>Contract Maximum</b>
2014-2015	\$45,500
2015-2016	\$55,500
2016-2017	\$55,500
2017-2018	\$19,000*
<b>Total Contract Amount</b>	<b>\$175,500</b>

\*The fourth fiscal year (2017-2018) will require only two months funding (July 2017 through August 2017) to cover costs of monthly training and the purchase of one new dog while a new contract is bid and executed. Funding for the additional ten months of the new contract will be included in the budget request for FY 2018

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The Fiscal Year 2014-2015 budget represents funding for ten months (September 2014 through June 2015). The contract amounts per fiscal years 2015-2016 and 2016-2017 cover at least two training days per month with additional funds set aside to cover the cost of one to two replacement K-9s as-needed. Per the fee schedule in Exhibit B of the contract funds have also been set aside to cover the specific training needs of newly acquired work dogs.

**CITY ATTORNEY:**

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

**TRANSMITTALS:**

1. Personal Service Agreement
2. Proposal Scoring Matrix

FIS Approval: WR (initials)  
CA Approval: JK (initials)

  
MICHAEL R. HILLMANN  
Assistant Chief of Police

  
RONALD J. BOYD  
Interim Deputy Executive Director

APPROVED:

  
EUGENE D. SEROKA  
Executive Director

RJB:RJ:rkg  
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