



**THE PORT  
OF LOS ANGELES**

Executive Director's  
Report to the

Board of Harbor Commissioners

**DATE: JULY 5, 2022**

**FROM: PORT POLICE**

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

**SUMMARY:**

Staff recommends the approval of the proposed Agreement with Convergent Technologies LLC (Convergent), Anaheim, California, to provide professional services to assist the City of Los Angeles Harbor Department (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 performance or add to the system's overall capabilities.

Convergent was selected to provide these services based on responses to a competitive Request for Proposals (RFP) process has been providing the above listed services since June 18, 2013. Their current Agreement (No. 19-3669) expires on August 7, 2022. The proposed Agreement will be for a period of one year and will include two, one-year renewal options, at an amount not to exceed \$9,000,000. A portion of the Agreement will be funded through the Port Security Grant Program (PSGP). The Harbor Department is required to fund a twenty-five percent cost share. 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 that the proposed action is administratively and categorically exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) and Article III Class 1(2) of the Los Angeles City CEQA Guidelines;
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 is no staff available to assist;
3. Approve the proposed one-year Agreement, with two, one-year renewal options with Convergent Technologies LLC (Transmittal 1);

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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 650 cameras associated with the CCTV system and approximately 275 access control points as well as any new, associated systems coming online during the life of this Agreement.

Convergint has been satisfactorily providing the above listed services since June 18, 2013. Their current Agreement (No. 19-3669) will expire on August 7, 2022. Convergint has been awarded each of the previous agreements through a competitive bidding process.

Selection Process – On February 15, 2022, a RFP was posted on the Harbor Department’s website and the Regional Alliance Marketplace for Procurement (RAMP). RAMP is a solicitation portal designed to provide the small business community with a centralized hub for contracting opportunities with the City of Los Angeles, as well as other public and private entities. The portal replaced the Los Angeles Business Assistance Virtual Network (LABAVN). As a result of the posting via RAMP, 375 notifications were sent to firms with matching North American Industry Classification System codes. There were 37 unique views by account (i.e., by company/firm name) of the RFP and 30 downloads of the RFP documents. Three responsive proposals were submitted by the March 8, 2022 deadline.

Because only three proposals were submitted, the Contracts and Purchasing division reached out to some of the firms that viewed the RFP but did not submit a proposal. When asked for feedback as to why they had not submitted a proposal, three firms provided the following responses, “Our current back log of current jobs at the time of the proposal restricted us from pursuing this opportunity”, “Our team did not have the certifications required to maintain the various systems”, and, “We were not able to provide a proposal as by the time we became aware of the opportunity we were unable to collect sufficient information and subcontractor input to prepare a competitive bid.”

An evaluation team consisting of staff from Port Police, Port Pilots, 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 (See Transmittal 2). Firms could receive a

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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. In addition, each firm received additional points for their Local Business Enterprise designation.

On May 3, 2022, each firm participated in in-person oral presentations and were rated on the following criteria: Technical Approach, Project Management, and Qualifications/Experience. Firms could receive a maximum score of 90. Based on the combined proposal and presentation scores, Convergent is being recommended for contracting.

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is the approval of a contract award to Convergent Technologies to provide professional services to assist the Harbor Department with the maintenance, repair, replacement, installation, and integration of equipment related to security systems, which is an administrative activity and an activity that includes maintenance or minor alteration of existing facilities. Therefore, the Director of Environmental Management has determined that the proposed action is administratively and categorically exempt from the requirements of CEQA in accordance with Article II Section 2(f) and Article III Class 1(2) 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 \$9,000,000. A portion of the Agreement will be funded through the Port Security Grant Program (PSGP). The Harbor Department is responsible for budgeting and paying for the associated labor and materials and subsequently requesting reimbursements. Funding in the amount of \$2,900,000 has been requested in the Port Police FY 22/23 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. Spending for this Agreement is expected to be as follows:

<b>POLA Fiscal Year</b>	<b>Amount</b>	<b>Port Security Grant Program</b>	<b>Grant Reimbursement Amount</b>	<b>POLA 25% Cost Share</b>
2022-2023	\$2,900,000	PSGP FY 20 & PSGP FY 21	\$2,175,000	\$725,000
2023-2024	\$3,000,000	PSGP FY 22*	\$2,250,000	\$750,000
2024-2025	\$3,000,000	PSGP FY 23*	\$2,250,000	\$750,000
2025-2026	\$ 100,000	PSGP FY 24*	\$75,000	\$25,000
<b>Total</b>	<b>\$9,000,000</b>		<b>\$6,750,000</b>	<b>\$2,250,000</b>

\* Indicates funds to be applied for in future rounds of the PSGP.

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It is necessary to fund this Agreement through FY 25/26 as a result of it starting approximately two months into FY 22/23. 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 prepared and approved the proposed Agreement as to form and legality.

**TRANSMITTAL:**

1. Personal Services Agreement
2. Scoring Matrix

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



RANDY ALLEN  
Deputy Chief of Police



THOMAS E. GAZSI  
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APPROVED:

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