



Executive Director's
Report to the

Board of Harbor Commissioners

DATE: JUNE 11, 2024

FROM: PORT POLICE

SUBJECT: RESOLUTION NO. _____ - AWARD OF CONTRACT TO CONVERGINT TECHNOLOGIES, LLC FOR SECURITY SYSTEM MAINTENANCE AT THE WORLD CRUISE CENTER 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) to provide as-needed equipment maintenance and repair services related to the security systems at the World Cruise Center (WCC). The systems include Closed Circuit Television (CCTV) and access control readers. 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.

The term of the proposed Agreement will be one-year with two, one-year renewal options at a cost of \$100,000 per year, or \$300,000 in aggregate if all options are exercised. The Harbor Department will be financially responsible for the 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 that 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, there are no City employees available to perform the work being proposed for contracting;
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. _____.

DATE: JUNE 11, 2024

PAGE 2 OF 4

SUBJECT: RESOLUTION NO. _____ - AWARD OF CONTRACT TO CONVERGINT TECHNOLOGIES, LLC

DISCUSSION:

Background – The Harbor Department requires the professional services of an outside contractor to provide maintenance and repair services for the CCTV and access control readers located at the WCC and utilized exclusively by United States Customs and Border Protection (CBP). The system is comprised of approximately 150 cameras and 64 access control readers, as well as any new associated systems coming on-line during the life of this agreement.

The Harbor Department's Construction Division managed the contracts for the redesign and installation of the CBP security system, which was completed in December 2017. Funding for ongoing maintenance of the system was not included in the construction contract. As a result, the Request for Proposals (RFP) process was used to provide ongoing maintenance. Convergent has been satisfactorily performing the services described herein since July 3, 2018.

Selection Process – On February 15, 2024, an RFP was posted on the Harbor Department's website and the Regional Alliance Marketplace for Procurement (RAMP). There were 46 unique views of the RFP by account (i.e., by company/firm name) and 37 unique downloads by account of the documents. One responsive proposal was received by the March 14, 2024 deadline.

Because only one proposal was submitted, the Contracts and Purchasing division reached out to some of the firms that viewed the RFP but did not submit a proposal. The following are some of the responses received when asked why they had not submitted a proposal:

- "We did not bid on this opportunity because it did not pertain to the type of services that we provide";
- "After carefully reviewing the RFP, we have determined that this opportunity does not align with the scope of services we offer. As a private security services provider, our expertise lies in providing physical security personnel and security surveillance services, rather than maintenance and repair of security systems"; and
- "We are not an authorized provider for some of the services in the RFP so we did not bid."

An evaluation panel 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

DATE: JUNE 11, 2024

PAGE 3 OF 4

SUBJECT: RESOLUTION NO. _____ - AWARD OF CONTRACT TO CONVERGINT TECHNOLOGIES, LLC

Plan, and Management; Rates, Fees and Budget Control; and Clarity and Comprehensiveness of the Proposal. The single responsive proposal was received from Convergent Technologies, LLC., an Other Business Enterprise with a local office in La Palma, California.

Based on the proposal evaluations, Convergent is being recommended to fulfill the duties outlined in the RFP. Transmittal 2 shows the full scoring matrix. The table below shows the combined average score of the raters and includes the applicable Local Business Enterprise points:

Rank	Combined Score	Company
1	99.67	Convergent Technologies, LLC

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of an Agreement with Convergent to provide professional services to assist the Harbor Department with the maintenance and repair of security equipment at the WCC, 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 is for a one-year term with two, one-year renewal options, for an amount not to exceed \$300,000. Spending under this Agreement is expected to occur as follows:

Fiscal Year	\$ Amount
2024-2025	\$100,000
2025-2026	\$100,000
2026-2027	\$100,000
Total	\$300,000

Fiscal Year (FY) 2024/25 funding in the amount of \$100,000 has been requested to be budgeted within Account 54286 (Port Security Services), Center 0412, Program 640 upon Board approval. Future fiscal year funding will be requested as part of the annual

DATE: JUNE 11, 2024

PAGE 4 OF 4

SUBJECT: RESOLUTION NO. _____ - AWARD OF CONTRACT TO
CONVERGINT TECHNOLOGIES, LLC

budgeting process. 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(S):

1. Personal Services Agreement
2. Scoring Matrix

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



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