

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

Homeland Security Grant Program FY 2013 Grant Number: 2013-00110 CalOES ID#: 037-95050

Subgrantee name: Los Angeles/Long Beach Urban Area Project: JRIC/LBPD Intelligence Analyst

REQUEST FOR SOLE SOURCE PROCUREMENT AUTHORIZATION

1. Project name: JRIC/LBPD Intelligence Analyst Project Budget: \$202,500
2. Describe the project and/or activity that will be provided by the proposed sole source vendor/contractor.

Equipment & Description	Cost	AEL number
Contract intelligence analyst services for information, investigation and intelligence sharing.	202,500	N/A-ORG

Approval of this sole source request will enable the Long Beach Police Department ("Department") to continue its current contract with Systems Research & Application International ("SRA") for a professional Intelligence Analyst to evaluate and analyze criminal intelligence information collected by the Department and collaborating agencies and to determine the credibility, reliability and pertinence of the information. Utilizing SRA's proprietary intelligence software, Orion, the Intelligence Analyst prepares reports based on interpretation of intelligence information, participates in meetings with Department personnel and other law enforcement agencies and assists in the planning activities of the Department's Criminal Intelligence Section (formerly known as the Officer of Counter Terrorism).

Note: This is an ongoing, multi-year project that previously received funding through the UASI 2011 grant program. Sole source approval was previously sought and granted. The previous sole source approval is attached for reference.

3. Describe your organization's standard procedures when sole source contracting is considered, including the conditions under which a sole source contract is allowed, and any other applicable criteria (i.e. approval requirements, monetary thresholds, etc.).

City of Long Beach Administrative Regulation 23-3, Subsection D:

When a planned purchase is expected to exceed \$5,000 and the requesting department determines that there is only one source for the equipment, materials or supplies sought, a sole source memorandum, which includes background and justification, must be prepared. For purchases between \$5,000 and \$50,000, the memo is submitted to the Purchasing Agent for approval.

For purchases in excess of \$50,000, the memo must be submitted to the City Manager for approval, and then sent to the Purchasing Agent. The Purchasing Agent will request the City Attorney to prepare the required Resolution for a sole source purchase. In this instance, the justification memo to the City Manager must include the following:

- (1) Identification of the sources with information on the type of services sought.
- (2) Number of those sources contacted.
- (3) Identification of the unique feature or emergency or reason it is impossible to advertise for bids.
- (4) Name of City employee who can testify regarding all of the above.

This memo will be forwarded to the City Attorney along with the request for a sole source Resolution.

4. Indicate which of the following circumstances resulted in your organization's need to enter into a sole source contract.
 - a. Item/service is only available from one source (Describe the process used to make that determination. Please provide details.)

ORION Intelligence Software is a SRA proprietary intelligence database used exclusively by the Department's Criminal Intelligence Section. ORION software allows intelligence analysts to aggregate and analyze data from disparate intelligence sources in both open source and classified information fields. The SRA Intelligence Analyst has extensive experience using the Department's database. As the sole manufacturer, distributor and service provider for the ORION database, only SRA's intelligence analysts are able to implement changes to refine and enhance the system to better meet the Department's needs.

5. Did your organization confirm that the contractor/vendor is not debarred or suspended?

Yes, the Department has validated that SRA International does not have active exclusions as reported on the Federal System for Awards Management website (See Sam.gov search results dated 2/10/2014, attached).

6. Will your organization be able to complete all activities associated with the sole source contract by the end of the grant performance period?

As stated above, this is an ongoing, multi-year project that previously received funding under the UASI program. The UASI 2011 funded portion of the Intelligence Analyst project will be fully expended before the grant end date. The Department may seek additional funding for this position in subsequent UASI grant periods.

7. Has your organization determined the costs are reasonable?

Yes. The Department believes the cost of the SRA Intelligence Analyst, \$14,000/mo., is reasonable. The Department has determined that the costs for SRA's professional services contract (\$79/hr.) is commensurate with the level of service and expertise provided by the Intelligence Analyst.

8. Please attach a copy of the cost benefit analysis prepared for this procurement.

Submitted by: Arlen Crabtree  Date: 02-12-14
(Name) (Signature)

Attachments:

- UASI 2011 Sole Source Approval
- Sam.gov Report, date 2/10/2014
- SRA International CBA



August 7, 2013

Alisa Finsten
Office of the Mayor
200 N. Spring Street, Room M175C
Los Angeles, Cal 90012

SUBJECT: APPROVAL OF SOLE SOURCE CONTRACT REQUEST
FY11 HOMELAND SECURITY GRANT PROGRAM (HSGP)
Grant #2011-0077, CalOES ID #037-95050

Dear Ms. Finsten:

The California Governor's Office of Emergency Services (Cal OES) has received, reviewed, and approved the your Sole Source contract request dated August 2, 2013, based on the information your office provided regarding the proposed purchase of:

- SRA Intelligence Analyst

If you have any questions about this letter, please contact your Program Representative, Casey Granados, at (916) 845-8436 or Casey.Granados@calema.ca.gov.

Thank you for your work in protecting California. We look forward to your continued collaboration towards our homeland security strategy and appreciate your cooperation and support.

Sincerely,

A handwritten signature in black ink that reads "Casey Granados". The signature is fluid and cursive, written over a horizontal line.

Casey Granados, Acting Unit Supervisor
Homeland Security Grant Unit

SAM Search Results
List of records matching your search for :

Search Term : "Systems Research & Application International*"
Record Status: Active

No Search Results

SRA International Cost Benefit Analysis

Long Beach Police Department
JRIC/LBPD Intelligence Analyst
UASI 2013, Project C-14-27

This is an ongoing, multi-year project that has been previously funded under the UASI program, FY 2008, 2009, 2010 and 2011. Sole source approval was sought and granted under each of the prior years.

Since first entering into contract with the City of Long Beach in 2010, the SRA Intelligence Analyst has integrated into the Long Beach Police Department's Criminal Intelligence Section (formerly known as the Office of Counter Terrorism), developing important extra-agency relationships and a crucial understanding of the Department's intelligence operation. Additionally, the SRA Intelligence Analyst is proficient in the use of SRA's proprietary ORION Intelligence Database, which is used exclusively by the Department, and holds all required security clearances necessary to perform the required job duties. Maintaining the continuity of personnel in this key position is critical to the effectiveness of the Department's intelligence program.

Cost:

The contract with SRA International for Intelligence Analyst carries an average monthly cost of \$14,000. The Department has determined that the costs for SRA's professional services contract (\$79/hr.) is commensurate with the level of service and expertise provided by the Intelligence Analyst.

Benefit:

The SRA Intelligence Analyst has attained an intimate understanding of the Department's organization, function and operations and how the Department collaborates with partnering intelligence agencies to identify and respond to potential threats. The SRA Intelligence Analyst has developed many extra-agency contacts, including personnel at the Los Angeles County Joint Regional Intelligence Center ("JRIC"), which have provided invaluable information concerning possible criminal terrorist activities. The SRA Intelligence Analyst has provided timely and relevant information at intelligence meetings, information shared with local and federal partners. A new analyst would not have the benefit of the intelligence community contacts and organizational awareness that SRA's Intelligence Analyst demonstrates. In the short term, the learning curve needed to successfully integrate into the Department processes and build contacts would be a detriment to the effectiveness of the position and the Department's intelligence operations. In the long term, there is no guarantee that a new analyst would be

able to provide the Department with the same level of expertise and service that the SRA Intelligence Analyst routinely delivers.

It is essential to the Department that any contractor assigned to this position be proficient in the use of SRA's proprietary ORION Intelligence Software. As an SRA employee, the SRA Intelligence Analyst has the access and ability required to implement changes to the ORION software to better meet the needs of the Department's intelligence operations. As Department needs change, the SRA Intelligence Analyst is be able to modify the software to meet those needs. This work is accomplished within the course of the Intelligence Analyst's day-to-day job responsibilities. Were the Department to seek out the services of a different firm/contractor to fill this position, this new analyst would not have the ability to modify the proprietary software's parameters. As a result, the Department would be forced to either (a) seek an additional contract with SRA to upgrade the ORION software platform as needed or (b) seek out a competing software solution. Either option would come at a significant incurred expense to the Department, both in terms of budget and time resources, to pay for software configuration and/or purchase new software and train Department personnel on a new platform. In comparison, Department personnel are already trained on the ORION platform and the SRA Intelligence Analyst's ability to modify the software as needed makes additional contracts for software configuration unnecessary.

Conclusion:

In summary, the SRA Intelligence Analyst is a proven asset to the Department's intelligence operations. Over the past few years, the SRA Intelligence Analyst has integrated into Department and the regional intelligence community and provided invaluable interpretation of intelligence data from multiple sources. Additionally, the SRA Intelligence Analyst has attained specific expertise in the use and improvement of the Department's ORION Software Platform. A rejection of this sole source request effectively nullifies the past investment in this position and removes a critical asset in the SRA Intelligence Analyst. By contrast, approving the sole source request allows the Department to continue under contract with SRA, thus leveraging the substantial investment that has already been made in continuing the Department's intelligence operations.