

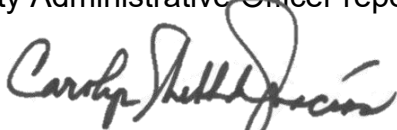
0150-12901-0000

TRANSMITTAL

TO Janisse Quinones, General Manager Los Angeles Department of Water and Power	DATE 04/25/2025	COUNCIL FILE NO.
FROM The Mayor	COUNCIL DISTRICT N/A	

**MEMORANDUM OF UNDERSTANDING BETWEEN THE LOS ANGELES DEPARTMENT OF
WATER AND POWER AND THE CITY OF LOS ANGELES INFORMATION TECHNOLOGY
AGENCY FOR HELICOPTER AVIONICS REPAIR AND MAINTENANCE SERVICES**

Approved and transmitted for processing.
See the City Administrative Officer report attached.



MAYOR

(Carolyn Webb de Macias for)

Attachment

MWS/PJH/JVW:DLG:10250162t

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: April 23, 2025

CAO File No. 0150-12901-0000

Council File No.

Council District: N/A

To: The Mayor



From: Matthew W. Szabo, City Administrative Officer

Reference: Communication from the Department of Water and Power dated January 13, 2025; referred by the Mayor for a report on January 14, 2025

Subject: **MEMORANDUM OF UNDERSTANDING BETWEEN THE LOS ANGELES DEPARTMENT OF WATER AND POWER AND THE CITY OF LOS ANGELES INFORMATION TECHNOLOGY AGENCY FOR HELICOPTER AVIONICS REPAIR AND MAINTENANCE SERVICES**

RECOMMENDATION

That the Mayor:

1. Approve the Los Angeles Department of Water and Power (LADWP) proposed Resolution authorizing a five-year replacement Memorandum of Understanding (MOU) between LADWP and the Los Angeles Information Technology Agency for Helicopter Avionics repair and maintenance services, retroactive to August 1, 2024 through July 31, 2029, for a not-to-exceed cost to LADWP of \$25,000 per year, and a total of \$125,000 over the term of the MOU;
2. Authorize and direct, upon proper certification, the Chief Accounting Employee to draw demands on the Water Revenue Fund over the term of the MOU; and
3. Return the proposed Resolution to LADWP for further processing.

SUMMARY

The Los Angeles Department of Water and Power (LADWP) requests authority to execute the proposed Memorandum of Understanding (referred to as "MOU" or "Agreement") with the Los Angeles Information Technology Agency (ITA) for Helicopter Avionics Services for a five-year term at a not-to-exceed annual cost to LADWP of \$25,000 and a total cost of \$125,000 for the five-year term.

This proposed Agreement will supersede the previous Helicopter Avionics Services contract (No. C-138977) between LADWP and ITA, which expired on July 31, 2024, and is currently operating

on a month-to-month basis. The term of the proposed MOU will renew the contract term by five years, retroactive from August 1, 2024 to July 31, 2029, becoming effective upon execution by both LADWP and ITA. Either party may terminate the Agreement upon 180 days written notice without cause, or at any time by mutual agreement of both parties.

Approval of the Agreement is necessary to prevent disruption of services, as well as maintain compliance with the Federal Aviation Administration, and the City's Emergency Response Plan.

The City Attorney discontinued the review and approval of agreements between City departments. Pursuant to Charter Section 373 and the Los Angeles Administrative Code Section 10.5(a)(1), Council approval is not required as the proposed agreement is between two government agencies. Our Office has reviewed the request and recommends approval.

BACKGROUND

LADWP has four helicopters that are primarily used for: 1) daily security patrols along the Los Angeles aqueduct and transmission corridors; 2) staff transportation to remote or hard-to-access locations; 3) human external cargo operations, 4) transport of materials and equipment for operational and maintenance activities; and 5) emergency response and disaster recovery support.

ITA Avionics Services Agreement - LADWP, along with all other City departments, is required to use ITA for servicing and maintaining helicopter avionics, which are the electronic systems that function as the aircraft's brain. These systems are essential for communication, navigation, monitoring, flight control functions, and data display. Key components include radios, GPS, flight management systems, transponders, weather radar, and other instruments that enhance situational awareness, operational efficiency, and safety.

Helicopter Maintenance Agreement - Since July 1, 2012, under Purchase Order No. 49065-3, ITA has provided LADWP with avionics services through various interdepartmental agreements. The agreements included labor, transportation, materials, parts, and equipment necessary for avionics inspections, preventative maintenance, repair, modifications, overhauls, and the replacement of components. ITA staff has demonstrated proficiency in managing routine helicopter avionics repair and maintenance services required by LADWP, including engine control systems, navigation technologies, flight data records, lighting systems, and other related electronic needs. All services are performed in accordance with the manufacturer's recommended maintenance programs and specifications, as well as applicable FAA regulations.

Helicopter Maintenance Locations - Maintenance and services are performed at ITA's Van Nuys Heliport Facility or ITA's sub-contractor facilities. When required and authorized by LADWP, ITA will travel to perform avionic services outside the ITA – Van Nuys Heliport Facility, with all associated travel costs paid by LADWP. Centralizing maintenance with ITA helps maintain consistency, compliance, and coordination across City departments, ensuring that critical communication, navigation, and surveillance systems operate effectively for routine tasks and emergency operations.

City Emergency Response System - The avionics system is an integral component of the City's Emergency Response Plan, supporting restoration efforts during disasters or declared emergencies. Pursuant to Section II(f) of the City's Emergency Operations Plan – Critical Infrastructure, ITA is responsible for operating and maintaining City-owned information technology and telecommunications systems, and coordinating private tele-utility services, including LADWP's helicopter radio and communication systems required for daily and emergency operations.

Disaster Recovery Support Functions - LADWP's helicopter operations include disaster recovery functions facilitating:

- Aerial surveillance and coordination of emergency response activities
- Damages assessment, including inspections of infrastructure beyond the Los Angeles Basin, such as aqueducts and transmission lines
- Support for incident management and operational decision-making
- Transportation of essential personnel, supplies, and equipment to affected areas

Comparison of Avionics Maintenance Rates: ITA versus External Vendors - A recent LADWP analysis of avionics maintenance contract rates finds that ITA's services are competitively priced compared to avionics technician positions at non-government agencies, specifically Rotocraft Support, Inc. and Vista America. The table below compares avionics pay rates between ITA employees and two external vendors:

Rate Comparison for Avionics Service and Maintenance			
Vendor	Classification	Rate per hour	Overtime Rate per hour
City of Los Angeles - ITA	Avionics Specialist	\$61.74	\$92.61
Rotocraft Support, Inc.		\$60.71	\$91.07
Vista America		\$64.90	\$97.35

Agreement Terms – The total annual payment to ITA shall not exceed \$25,000, resulting in a cumulative expenditure limit of \$125,000 over the five-year duration. This MOU will become effective upon execution by both parties for a term of five years. Either party may terminate the Agreement upon 180 calendar days written notice without cause, or at any time by mutual consent. Additional details concerning the terms and conditions of this agreement are provided in the attached MOU between ITA and LADWP.

CITY COMPLIANCE

California Environmental Quality Act (CEQA) - The LADWP determined that this item is exempt from CEQA pursuant to CEQA Guidelines Section 15060(c)(2). In accordance with this section, an activity is not subject to CEQA if it does not result in a direct or reasonably foreseeable indirect physical change in the environment. Entering an MOU with ITA for helicopter avionics repair and maintenance services will not result in any physical change in the environment; therefore, this

activity is not subject to CEQA.

In 2024, the City Attorney discontinued the review and approval of interdepartmental agreements. In accordance with Charter Section 373 and Los Angeles Administrative Code 10.5(a)(1), the Agreement is between two governmental agencies, therefore, Council approval is not required.

FISCAL IMPACT STATEMENT

Approval of the proposed Agreement between the Los Angeles Department of Water and Power and Los Angeles Information Technology Agency will not have an impact on the City's General Fund. The total cost of the Agreement over the five-year term is \$125,000 and will be funded from LADWP's Water Revenue Fund. The recommendations in this report comply with LADWP's adopted Financial Policies.

Attachments – January 13, 2025 Correspondence from LADWP, Proposed Resolution, and Memorandum of Understanding between Los Angeles Information Technology Agency and Los Angeles Department of Water and Power.

MWS/PJH/JVW:DLG:10250162