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AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Darin White
Chief, Fire Department

SUBJECT: Fiscal Year 2019 Urban Search
And Rescue (US&R) Funding

DATE: October 3, 2019

City Administrator Approval

Date:

10/31/19

RECOMMENDATION

Staff Recommends That The City Council Approve A Resolution Authorizing The City Administrator, Or Designee To: A) Enter Into An Agreement With the Federal Emergency Management Agency (FEMA) for Receipt Of 2019 Urban Search And Rescue (US&R) Grant Funds In The Amount Of One Million Two Hundred Thousand Thirty-Five Thousand And One Hundred Four Dollars (\$1,235,104) And Supplemental Funding Not To Exceed Fifty Percent (50%) Of Said Amount, For Operational Costs And Equipment Purchase For The Fire Department's US&R Task Force (US&R Task Force); (B) Expend Said Grant Funds In Accordance With The Preliminary Spending Plan Without Further Council Approval; (2) Accepting And Appropriating Said FEMA Grant For US&R Task Force; (3) Waiving The City's Purchasing Requirements For Procurement Of US&R Task Force Equipment When Required By Said Grant; And (4) Authorizing Use Of The General Purpose Fund To Cover The Cost Of Internal Service Fund Charges And Affiliated With Said Grant.

EXECUTIVE SUMMARY

Approval of this resolution will authorize the acceptance of grant funds in the amount of \$1,235,104, needed to maintain implementation of the US&R Response System, Cooperative Agreement through August 31, 2022, which includes providing training for members of the US&R team, the purchase and maintenance of equipment, lease of storage and office facility and salaries for personnel required for program management. In addition, this resolution authorizes a contribution from the General Purpose Fund (GPF) to cover the Internal Service Fund (ISF) expenditures associated with this grant.

Item: _____
Public Safety Committee
November 12, 2019

BACKGROUND/LEGISLATIVE HISTORY

There are twenty-eight (28) FEMA US&R Task Force Units in the United States, with eight (8) in California. The City of Oakland is the Sponsoring Agency for a Federal Emergency Management Agency (FEMA) US&R Task Force, California Task Force 4 (CA-TF4). The Oakland Fire Department Task Force has agreements with fifteen (15) participating fire agencies from the Bay Area that provide Task Force personnel and support the training and responses of the Oakland Task Force. Federal funds are provided to sponsoring agencies to support a US&R Response System that provides for the coordination, development, and maintenance, of the effort to locate, extricate, and provide immediate medical treatment to victims trapped in collapsed structures, and to conduct other lifesaving operations.

In addition to the Federal funding, the State of California supports the eight (8) California US&R Task Force Units with funding through the California Fire and Rescue Training Authority (CFRTA) that facilitates Mobilization Exercises and conducts other pertinent trainings, in preparation for response to disasters such as earthquakes, wildfires, flooding, and terrorist attacks.

Since the Loma Prieta Earthquake in October of 1989, the City of Oakland Fire Department has taken an active role in preparing for a US&R response. In 1991 FEMA sponsored 25 National US&R Task Force Units and Oakland CA-TF4 has been a part of the National Response System since the inception.

The Oakland City Council has approved similar agreements each year since 1991. Last year, Council approved the agreement (Resolution No. 87503 C.M.S.) for a grant in the amount of One Million Two Hundred Thirty-Seven Thousand Nine Hundred and Ninety Dollars (\$1,237,990).

ANALYSIS AND POLICY ALTERNATIVES

When procurement is necessary, this FEMA program grant requires the City to purchase equipment from various Federal General Service Administration Agency (GSA) and/or other Governmental Purchasing Schedules in order to maintain consistency in training and equipment among the jurisdictions participating in the state and national US&R Teams. Oakland Municipal Code (OMC) Section 2.04.050.I.5 authorizes the City Council to waive City bid procedures upon determining that it is in the best interest of the City to do so. Staff finds that it is in the City's best interest to waive the City's advertising and bid requirement based on the aforementioned government purchasing requirement, and recommends that the City Administrator be authorized to award the contracts for goods, not to exceed the amount of the grant, without return to

Item: _____
Public Safety Committee
November 12, 2019

Council since these are government cooperative purchases, with vendors selected from government established vendor lists, and it expedites the purchasing process.

As the Sponsoring Agency, US&R CA-TF4 provides training to agencies that do not Participate in US&R CA-TF4, to ensure that they are prepared and well trained to respond to emergencies alongside and in support of US&R CA-TF4. Costs from these trainings are not currently being charged by the City, and as a result, training costs for outside agencies are being subsidized by the General Purpose Fund (1010).

The project supports up to three and six tenths (3.6) full time equivalent (FTE) staff, which includes:

- One (1.0) FTE Program Coordinator to oversee the US&R Task Force;
- One (1.0) FTE Warehouse Specialist to supervise the storage and tracking of US&R equipment;
- One (1.0) FTE Administrative Assistant I; and
- Six tenths (0.6) FTE Student Interns, Part-Time.

This grant has and will continue to have a positive impact for the City of Oakland. The members of the Task Force are members of OFD and other Participating Fire Agencies, and they receive training for response to man-made and natural disasters. The training provides knowledge, skills, and abilities to a network of local first responders so they can perform search and rescue operations, victim extrication, wide area search and patient treatment to reduce loss of life as the result of emergency incidents in the City and region.

FISCAL IMPACT

Approval of this resolution will authorize the acceptance and appropriation of the Federal Emergency Management Agency (FEMA) funds in an amount not to exceed One Million Two Hundred Thirty-Five Thousand One Hundred Four Dollars (\$1,235,104). The fiscal impact to the City would be that the City covers the cost of internal service fund changes that are not reimbursable by the grant. Such costs would be covered with funding from the General Purpose Fund.

This funding coverage is necessary because FEMA representatives have informed staff that these expenditures are not payable by this grant because the US&R program is not located in a building owned or maintained by the City of Oakland, its vehicles and other assets are owed by the federal government and are not serviced by the City of Oakland staff. The ISF does provide some services to the US&R Task Force, hence the charge, but as stated previously FEMA has advised staff that these expenditures may not be paid by the grant; therefore, such GPF funding is requested to cover these expenditures.

1. AMOUNT OF RECOMMENDATION/COST OF PROJECT:
Cooperative Agreement Amount: \$1,235,104
Performance Period: September 1, 2019 to August 31, 2022
2. SOURCE OF FUNDING: FEMA Cooperative Agreement
3. COST ELEMENTS OF AGREEMENT/CONTRACT:

Cost Category	Description	Amount
Administration and Management	Management of office and staff salaries	\$461,045
Storage and Maintenance	Lease and maintenance of warehouse space	\$222,237
Equipment	Tools, supplies and equipment as required by FEMA	\$226,722
Training	Continuing and new education to maintain readiness of staff and responders	\$325,100
	TOTAL	\$1,235,104

Revenue received from this grant, as well as reimbursements for training courses hosted by US&R CA-TF4, shall be deposited into the Federal Emergency Management Agency (FEMA) Fund (2124), Special Operations Division (20815), the Miscellaneous Grants Revenue account (46129), US&R FEMA Project (1004647), Special Operations Program (PS18), Task (2124.PS18) & Award (23539), and in various accounts to be determined.

PUBLIC OUTREACH / INTEREST

No outreach was deemed necessary for the proposed policy action beyond the standard City Council agenda noticing procedures.

COORDINATION

The Office of the City Attorney and the Budget Bureau were consulted in the preparation of this report and resolution.

Item: _____
Public Safety Committee
November 12, 2019

SUSTAINABLE OPPORTUNITIES

Economic: Acceptance of this grant will allow for the rental of warehouse space and the purchase and maintenance of equipment, which will contribute to the local economy. There are up to three and six tenths (3.6) full-time equivalent positions in the City of Oakland paid through this grant.

Environmental: There are no environmental opportunities associated with this report.

Social Equity: The FEMA US&R Cooperative Agreement provides the City of Oakland Fire Department with access to training and equipment needed for Technical Rescues, Structural Collapse, and Disaster Response, which represents a significant enhancement of the local capabilities in the event of a local incident, such as an earthquake, and benefits all of the people of Oakland.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Approve A Resolution Authorizing The City Administrator, Or Designee To: A) Enter Into An Agreement With the Federal Emergency Management Agency (FEMA) for Receipt Of 2019 Urban Search And Rescue (US&R) Grant Funds In The Amount Of One Million Two Hundred Thousand Thirty-Five Thousand And One Hundred Four Dollars (\$1,235,104) And Supplemental Funding Not To Exceed Fifty Percent (50%) Of Said Amount, For Operational Costs And Equipment Purchase For The Fire Department's US&R Task Force (US&R Task Force); (B) Expend Said Grant Funds In Accordance With The Preliminary Spending Plan Without Further Council Approval; (2) Accepting And Appropriating Said FEMA Grant For US&R Task Force; (3) Waiving The City's Purchasing Requirements For Procurement Of US&R Task Force Equipment When Required By Said Grant; And (4) Authorizing Use Of The General Purpose Fund To Cover The Cost Of Internal Service Fund Charges And Affiliated With Said Grant.

For questions regarding this report, please contact Michael Hunt, Chief of Staff, Oakland Fire Department at 510-238-6353.

Respectfully submitted,



Darin White
Chief, Oakland Fire Department

Prepared by:
Michael Hunt, Chief of Staff
Oakland Fire Department

Prepared by:
Michael Hunt, Chief of Staff
Oakland Fire Department

2019 OCT 31 PM 1:06

Armadillo
City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION: (1) AUTHORIZING THE CITY ADMINISTRATOR, OR HER DESIGNEE TO: (A) ENTER INTO AN AGREEMENT WITH THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR RECEIPT OF 2019 URBAN SEARCH AND RESCUE (US&R) GRANT FUNDS IN THE AMOUNT OF ONE MILLION TWO HUNDRED THIRTY-FIVE THOUSAND AND ONE HUNDRED FOUR DOLLARS (\$1,235,104) AND SUPPLEMENTAL FUNDING NOT TO EXCEED FIFTY PERCENT (50%) OF SAID AMOUNT, FOR OPERATIONAL COSTS AND EQUIPMENT PURCHASE FOR THE FIRE DEPARTMENT'S US&R TASK FORCE (US&R TASK FORCE); (B) EXPEND SAID GRANT FUNDS IN ACCORDANCE WITH THE PRELIMINARY SPENDING PLAN WITHOUT FURTHER COUNCIL APPROVAL; (2) ACCEPTING AND APPROPRIATING SAID FEMA GRANT FOR US&R TASK FORCE; (3) WAIVING THE CITY'S PURCHASING REQUIREMENTS FOR PROCUREMENT OF US&R TASK FORCE EQUIPMENT WHEN REQUIRED BY SAID GRANT; AND (4) AUTHORIZING USE OF THE GENERAL PURPOSE FUND TO COVER THE COST OF INTERNAL SERVICE FUND CHARGES AFFILIATED WITH SAID GRANT

WHEREAS, the Oakland Fire Department is the Sponsoring Agency for Urban Search and Rescue (US&R), California Task Force Four (CA-TF4), which includes members of 15 Local Participating Fire Agencies including: Alameda Fire Department, Alameda County Fire Department, Berkeley Fire Department, Sonoma County Fire Department, Contra Costa County Fire Protection District, Fremont Fire Department, Hayward Fire Department, Livermore Pleasanton Fire Department, Moraga-Orinda Fire District, Novato Fire Protection District, Parks Reserve Forces, Salinas Fire Department, San Ramon Valley Fire Protection District, Santa Rosa Fire Department; and

WHEREAS, CA-TF4 is one of 8 California and 28 national US&R teams trained and equipped to respond to natural disasters and weapons of mass destruction (WMD) events; and

WHEREAS, the Federal Emergency Management Agency (FEMA), a component of the Department of Homeland Security (DHS), administers this grant; and

WHEREAS, FEMA supports all 28 US&R teams with federal cooperative agreements; and

WHEREAS, CA-TF4 is eligible to apply for a FEMA preparedness cooperative agreement program grant in the amount of one million two hundred thirty-five thousand and one hundred four dollars (\$1,235,104) for disaster response and operational readiness, preparedness training, personnel and equipment; and

WHEREAS, FEMA has approved this funding to support the following positions:

1.00 FTE	Program Coordinator
1.00 FTE	Warehouse Specialist
1.00 FTE	Administrative Assistant I
0.6 FTE	Student Trainees, PT; and

WHEREAS, the preliminary spending plan approved by FEMA has allocated: four hundred sixty-one thousand and forty-five dollars (\$461,045) to administrative and management costs; two hundred twenty two thousand and two hundred thirty-seven dollars (\$222,237) to training costs; two hundred twenty six thousand and seven hundred twenty-two dollars (\$226,722) to equipment costs; and three hundred twenty five thousand and one hundred dollars (\$325,100) to storage and maintenance costs; and

WHEREAS, this FEMA Program Grant requires the City of Oakland (City) to provide training to members of CA-TF4, respond as requested to local, state and national Incidents, and to procure and store equipment as directed by FEMA in a fully reimbursed and cost neutral manner; and

WHEREAS, Oakland Municipal Code (OMC) Section 2.04.050.I.5 permits the City Council to waive the City's advertising, bidding, and purchasing requirements upon a finding that it is in the best interests of the City to do so; and

WHEREAS, when necessary this FEMA program grant requires the City to purchase equipment from various General Service Administration Agency (GSA) and/or other Governmental Purchasing Schedules in order to maintain consistency in training and equipment among the jurisdictions participating in the state and national US&R Teams; and

WHEREAS, pursuant to OMC Section 2.04.050.I.5, staff recommends that it is in the best interests of the City to waive the City's advertising, bidding, and purchasing requirements for the purchase of equipment with the FEMA grant funds so that the City can receive the full FEMA grant funding amount and be in compliance grant requirements regarding procurement lists of the General Services Administration and other related government pricing schedules; and

WHEREAS, as the Sponsoring Agency CA-TF4 does provide training, allowing agencies not a part of CA-TF4 to participate to ensure that they are prepared and well trained to respond to emergencies alongside and in support of CA-TF4; and

WHEREAS, CA-TF 4 is not based in a facility owned, managed or maintained by the City of Oakland, does not utilize City owned vehicles or fleet services, but instead uses facilities, vehicles and other resources that are owned or leased by the federal government; and

WHEREAS, it is the determination of the grantor that the payment of Internal Service Fund (ISF) charges are not reimbursable by the grant; and

WHEREAS, the Fire Department is requesting that Council authorize the use of funding from the General Purpose Fund to cover the cost of internal service funds charges affiliated with the grant; and

WHEREAS, CA-TF4 is available to the City of Oakland in the event of an attack within the City or surrounding communities or occurrence of a local natural disaster; now, therefore, be it

RESOLVED: that the City Administrator or her designee is authorized to enter into a grant cooperative agreement with the Federal Emergency Management Agency (FEMA) for receipt of federal funds (FEMA grant funds) for the period September 1, 2019 to August 31, 2022, in the amount not to exceed one million two hundred thirty-five thousand and one hundred four dollars (\$1,235,104) and supplemental funding not to exceed fifty percent (50%) of said amount, to meet continuing management, Training, and equipment needs of the Oakland Fire Department's Urban Search and Rescue Task Force (US&R Task Force); and, be it

FURTHER RESOLVED: that the City Administrator or her designee is authorized to accept and appropriate said FEMA grant funds; and, be it

FURTHER RESOLVED: that the General Purpose Fund (GPF) will contribute an amount equivalent to the project's ISF charges to offset those costs for the duration of the grant period; and, be it

FURTHER RESOLVED: that the City Council finds that pursuant to Oakland Municipal Code Section 2.04.050.I.5, for the reasons stated above and in the agenda report accompanying this resolution, that it is in the best interests of the City to waive the advertising and bidding requirements for the purchase of equipment needed for CA-TF4 when such purchases and services are required by FEMA to be selected from the GSA and other government procurement lists, and so waives such requirements; and, be it

FURTHER RESOLVED: that the City Council hereby authorizes the City Administrator or her designee to expend the FEMA grant funds in accordance with the preliminary spending plan, including funding for training and the purchase of equipment needed for the CA-TF4 from the GSA and/or other governmental purchasing schedules without return to Council; and, be it

FURTHER RESOLVED: that the use of General Purpose Funds to cover the cost of internal service fund charges affiliated with the FEMA grant is authorized; and be it

FURTHER RESOLVED: that revenue received from this grant, as well as reimbursement for training courses hosted by shall be deposited into FEMA Fund (2124), Special Operation Division (20815), Special Operation Program (PS18), in FEMA Grants Revenue Accounts (46129), Project (1004647), Task (2124.PS18) & Award (23539), and the revenue received from this grant, including reimbursement from training courses, will be deposited to the same Project, Task, Award; and, be it

FURTHER RESOLVED: that all agreements issued hereunder shall be reviewed and approved by the office of the City Attorney for form and legality and copies shall be placed on file in the Office of the City Clerk.

PASSED BY THE FOLLOWING VOTE:

AYES – BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California