

# CITY OF OAKLAND

## AGENDA REPORT

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2009 FEB 26 PM 3:07

**To:** Office of the City Administrator  
**Attn:** Dan Lindheim  
**From:** Fire Department  
**Date:** March 10, 2009

**Re: A Report and Resolution Authorizing The City Administrator to: 1) Enter Into A Services Agreement With The Regional Administrative Facility Corporation (RAFC) For Nine Thousand Dollars (\$9,000) to Provide Emergency/Disaster Preparedness Training To RAFC, The Metropolitan Transportation Commission (MTC), The Association of Bay Area Governments (ABAG) And Bay Area Rapid Transit (BART); And 2) Accept, Appropriate And Administer Revenues Generated By Said Agreement; And 3) Appropriate Revenues Generated By Such Training To The Oakland Fire Department, Office Of Emergency Services (OES); And 4) To Enter Into Future Services Agreements With RAFC, And To Accept, Appropriate, Administer And Expend Future Revenue Funds Generated By Providing Emergency/Disaster Preparedness Training Up To An Amount Of Forty Thousand Dollars (\$40,000), Annually, Without Further Council Authorization Through March 10, 2014**

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### SUMMARY

The proposed report and resolution seeks the City Council's approval for the Oakland Fire Department, Office of Emergency Services to enter into an Agreement with the Regional Administrative Facility Corporation (RAFC). The RAFC is the building facility manager at 101-8<sup>th</sup> Street, Oakland California. The Oakland Fire Department, Office of Emergency Services will be conducting and providing fee-based Emergency Preparedness Training to all the agencies occupying the RAFC building in an amount not to exceed nine thousand dollars (\$9,000). The report and resolution also seek approval to allow the Office of Emergency Services to expend the revenues generated for OES expenditures and also for authorization to execute future fee-based training agreements in an amount up to \$40,000 per annum without returning to Council for approval for the next five years, commencing March 10, 2009 and for future trainings conducted by the Office of Emergency Services through March 10, 2014.

The fee-based emergency preparedness training that the Oakland Fire Department, Office of Emergency Services is conducting is specifically geared toward businesses within our jurisdiction. The training provided will enhance the readiness of businesses by equipping them with skills in emergency prevention, mitigation, response and recovery. These trainings will also provide regional benefits by ensuring individual and business readiness during disasters. The performance period for the RAFC training Agreement is through June 30, 2009. The Oakland Fire Department, Office of Emergency Services forecasts that it will conduct other fee-based trainings for other agencies or businesses from June 30, 2009 through March 10, 2014.

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## **FISCAL IMPACT**

Approval of this proposed resolution will authorize the Oakland Fire Department, Office of Emergency Services (OES) to enter into an Agreement with the RAFC and to accept, appropriate, administer and distribute revenues generated by the Agreement in an amount not to exceed \$9,000.00 through June 30, 2009, for the provision of Emergency/Disaster Preparedness training that will be provide by OES to businesses. The resolution will also authorize the Oakland Fire Department, Office of Emergency Services to enter into future fee-based Service/Training agreements in an amount up to \$40,000.00 per fiscal year, without returning to City Council, through March 10, 2014. The revenues received will be deposited in Fund (2190), Office of Emergency Services Organization (20711), Program (PS21), in a grant project to be determined, part of the revenue funds will be appropriated to the Other Grant Revenue Account (46411) and part of the revenue funds will be appropriated to the Other Income Account (48727). There is no negative fiscal impact to the general purpose fund.

All service/training agreements conducted by the Oakland Fire Department, Office of Emergency Services (OES) will be developed based on the City of Oakland master fee schedule, Fire Services Section. The training fees charged by OES are based on an hourly rate. The RAFC training sessions being conducted by OES will be provided to classes of up to 30 participants.

The RAFC Emergency/Disaster Preparedness training sessions conducted by the Office of Emergency Services (OES) will generate \$9,000 in revenue for the City of Oakland and these revenues will help to offset other departmental costs. During these times of fiscal challenges in the City of Oakland, OES is identifying revenue generating projects to assist in alleviating the operating and maintenance expenditures within OES that will ultimately benefit the City of Oakland.

## **BACKGROUND**

On May 19, 2008, the Oakland Fire Department, Office of Emergency Services (OES) entered into a Service/Training Agreement to provide RAFC (the facility management company) emergency preparedness consultation and training services for all the agencies that occupy the building located at 101 – 8<sup>th</sup> Street; these agencies include the Metropolitan Transportation Commission (MTC), the Association of Bay Area Governments (ABAG) and the Bay Area Rapid Transit (BART). OES is also responsible for the development of training materials for the training classes.

As part of the Oakland Fire Department, OES is charged with implementing comprehensive strategies for all risk mitigation, emergency preparedness, response and recovery using community based fire services and emergency management best practices models. The Office of Emergency Services (OES) has forged an Emergency Preparedness campaign for businesses and organizations in the city of Oakland, to increase the awareness of disaster preparedness planning

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and training made available by OES. OES has produced two mass mailings to businesses and agencies within the City of Oakland regarding the availability of emergency preparedness training offered by OES. OES will continue to explore all options available for informing and encouraging businesses to better prepare for major emergencies by improved planning, as well as participation in business emergency preparedness training.

## **KEY ISSUES AND IMPACTS**

The training provided to Regional Administrative Facility Corporation (RAFC) will assist our regional partners and businesses to enhance their capabilities to prevent, respond to and recover from major emergencies or disasters. The training provided by the Oakland Fire Department, Office of Emergency Services will ensure that RAFC businesses are in compliance with the National Incident Management System (NIMS) and the Incident Command System (ICS). The NIMS training provided will enhance the existing mechanisms for emergency management / response that are available to these organizations. The ICS training provides a standardized, on-scene, all-hazards incident management approach. The funds generated by the RAFC Agreement will be used to alleviate some of the general purpose fund operating expenditures incurred by Oakland OES to develop additional emergency preparedness materials and training programs. The future funds generated by the agreement, (up to \$40,000 per year) shall be used by the Office of Emergency Services to cover costs related to the development and implementation of expanded emergency preparedness training for the direct benefit of the public safety of small, medium and large businesses in Oakland.

## **SUSTAINABLE OPPORTUNITIES**

**Economic:** Emergency preparedness and planning activities enhance the City of Oakland's efforts to provide a climate for all businesses in which economic development can flourish by minimizing the damage or impact to businesses in an emergency as a result of agencies being trained on how to appropriately mitigate, prepare, respond and recover from major emergencies.

**Environmental:** No environmental opportunities are anticipated.

**Social Equity:** Enactment of emergency preparedness strategies aligned with the regional goals of emergency preparedness will enhance public safety efforts in the City of Oakland.

## **DISABILITY AND SENIOR CITIZEN ACCESS**

All facilities used in relationship to funding secured through the RAFC agreement shall operate in compliance with the Americans with Disabilities Act (ADA) and Older Americans Act.

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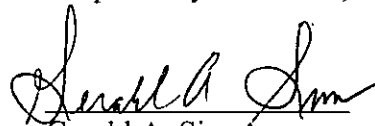
**RECOMMENDATION(S) AND RATIONALE**

Staff recommends that the City Council authorize the Oakland Fire Department, Office of Emergency Services, to enter into a Services/Training agreement with the Regional Administrative Facility Corporation (RAFC) for an amount not to exceed \$9,000.00, and to authorize the Oakland Fire Department, Office of Emergency Services to enter into future fee-based training Agreements for emergency preparedness training in an amount up to \$40,000.00 per annum without returning to Council through March 10, 2014.

**ACTION REQUESTED BY THE CITY COUNCIL**

That City Council approve the staff report and resolution Authorizing the City Administrator to: 1) Enter Into A Services Agreement With The Regional Administrative Facility Corporation (RAFC) For Nine Thousand Dollars (\$9,000) to Provide Emergency/Disaster Preparedness Training To RAFC, The Metropolitan Transportation Commission (MTC), The Association of Bay Area Governments (ABAG) And Bay Area Rapid Transit (BART); And 2) Accept, Appropriate and Administer Revenues Generated by Said Agreement; And 3) Appropriate Revenues Generated By Such Training To The Oakland Fire Department, Office Of Emergency Services (OES); And 4) To Enter into Future Services Agreements With RAFC, And To Accept, Appropriate, Administer And Expend Future Revenue Funds Generated By Providing Emergency/Disaster Preparedness Training up to an Amount of Forty Thousand Dollars (\$40,000), Annually, Without Further Council Authorization Through March 10, 2014.

Respectfully submitted,

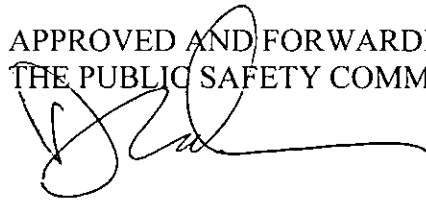


Gerald A. Simon  
Fire Chief

Prepared by: Cynthia Chimonyo  
Emergency Planning Coordinator  
Office of Emergency Services

Reviewed by: Renee A. Domingo  
Emergency Services Manager  
Office of Emergency Services

APPROVED AND FORWARDED TO  
THE PUBLIC SAFETY COMMITTEE:



Office of the City Administrator

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FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

  
City Attorney

OAKLAND CITY COUNCIL

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RESOLUTION NO. \_\_\_\_\_ C.M.S.

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO:**

- (1) ENTER INTO A SERVICES AGREEMENT WITH THE REGIONAL ADMINISTRATIVE FACILITY CORPORATION (RAFC) FOR NINE THOUSAND DOLLARS (\$9,000) TO PROVIDE EMERGENCY/DISASTER PREPAREDNESS TRAINING TO RAFC, THE METROPOLITAN TRANSPORTATION COMMISSION (MTC), THE AGENCY OF BAY AREAS GOVERNMENTS (ABAG), AND BAY AREA RAPID TRANSIT (BART); AND**
- (2) ACCEPT, APPROPRIATE AND ADMINISTER REVENUES GENERATED BY SAID AGREEMENT; AND**
- (3) APROPRIATE REVENUES GENERATED BY SUCH TRAINING TO THE OAKLAND FIRE DEPARTMENT, OFFICE OF EMERGENCY SERVICES (OES);**
- (4) AND TO ENTER INTO FUTURE SERVICES AGREEMENTS WITH RAFC, AND TO ACCEPT, APPROPRIATE, ADMINISTER AND EXPEND FUTURE REVENUE FUNDS GENERATED BY PROVIDING EMERGENCY/DISASTER PREPAREDNESS TRAININGS UP TO AN AMOUNT OF FORTY THOUSAND DOLLARS (\$40,000), ANNUALLY, WITHOUT FURTHER COUNCIL AUTHORIZATION THROUGH MARCH 10, 2014**

**WHEREAS**, the City of Oakland Fire Department, Office of Emergency Services seeks to enter into an Agreement with the Regional Administrative Facility Corporation (RAFC) to conduct Emergency/Disaster preparedness training to the Regional Administrative Facility Corporation (RAFC), and to agencies that occupy the building located at 101 – 8<sup>th</sup> street: the Metropolitan Transportation Commission (MTC), the Agency of Bay Area Governments (ABAG), and the Bay Area Rapid Transit (BART); and

**WHEREAS**, the term of initial agreement with the Regional Administrative Facility Corporation (RAFC) would be through June 30, 2009; and

**WHEREAS**, the City’s Office of Emergency Services wishes to enter into future training/service Agreements to provide disaster preparedness training to the same agencies and other agencies in Oakland through March, 10, 2014, and could be paid up to forty thousand dollars (\$40,000) annually for such services; and

**WHEREAS**, the Office of Emergency Services wishes to return revenues generated by the trainings to the emergency preparedness training programs for continued operations in the Fire Department, Office of Emergency Services; now, therefore, be it

**RESOLVED:** That the City Council authorizes the City Administrator to enter into an agreement with the Regional Administrative Facility Corporation (RAFC) in an amount of nine thousand dollars (\$9,000) to provide Emergency/Disaster Preparedness Training to RAFC, the Metropolitan Transportation Commission (MTC), the Agency of Bay Area Governments (ABAG), and Bay Area Rapid Transit (BART); and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to enter into future Emergency/Disaster Preparedness Training Agreements with RAFC to provide such training to the same agencies and other agencies in Oakland in the amount of up to forty thousand dollars (\$40,000), annually, without returning to Council, through March 10, 2014; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to appropriate and expend revenue generated by any service/training agreements approved by this Resolution to the operations of the Fire Department Fund (2190), Office of Emergency Services Organization (20711), and Office of Emergency Services Program (PS21), in a grant project to be determined, to the Other Grant Revenue Account (46411), and to the Other Income Account (48727); and be it.

**FURTHER RESOLVED:** That all agreements authorized hereunder shall be approved for form and legality by the City Attorney's Office.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID,  
and PRESIDENT BRUNNER

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California