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OFFICE OF THE CITY CLERK
OAKLAND

2020 FEB 13 PM 4:51

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Darin White
Fire Chief

SUBJECT: Fiscal Year 2018 Urban Area Security
Initiative (UASI) Supplemental
Funding

DATE: February 3, 2020

City Administrator Approval

Date:

2/13/2020

RECOMMENDATION

Staff Recommends That The City Council Amend Resolution No. 87526 C.M.S. BY: (1) Accepting And Appropriating Fiscal Year 2018 Urban Area Security Initiative (FY 2018 UASI) Grant Funds In The Amount Of One Hundred Thirty Three Thousand Dollars (\$133,000) For A Cumulative FY 2018 UASI Grant Award of One Million One Hundred Eight-Three Thousand FY 2018 UASI Grant Award Of One Million One Hundred Eighty-Three Thousand Dollars (\$1,183,000); AND

(2) Authorizing The City Administrator Or Designee To Expend The Additional Grant Funds In Accordance With The Fiscal Year 2018 UASI Spending Plan To Increase Funding For Equipment And Staffing; And

(3) Authorizing Use Of the General Fund Purpose Fund To Cover The Cost Of Central Service Overhead Charges Affiliated With Said Grant.

EXECUTIVE SUMMARY

Consistent with the intent of the UASI grant program, which aims to provide financial assistance towards the planning, organizing, equipping and training and exercise needs of large urban areas, amending the proposed resolution will enable the City to accept, appropriate and administer \$100,000 towards staffing, \$29,000 towards Mass Care & Sheltering Equipment, and \$5,000 towards a Personnel Transport Utility Vehicle for the Oakland Police Department (OPD).

The cumulative FY 2018 UASI Grant award allocation is not to exceed one million one hundred and eighty-three thousand dollars (\$1,183,000).

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BACKGROUND / LEGISLATIVE HISTORY

On January 20, 2004, the City Council approved Resolution No. 78295 C.M.S. authorizing the Interim City Manager to accept, appropriate and expend the initial UASI Grant funds.

The City of Oakland Fiscal Year (FY) 2018 UASI grant proposal was approved by the Bay Area Urban Area Security Initiative (UASI) Approval Authority and the City of Oakland has been awarded a grant allocation of up to one million fifty thousand dollars (\$1,050,000.00), for FY 2018 as part of an investment to the region. The proposed and approved spending plan for this grant award was appropriated to fund staffing and to procure equipment. Most of these funds have been administered toward the appropriation; while other funding of the appropriation is underway as we are still within the timeline of this grant performance period.

ANALYSIS AND POLICY ALTERNATIVES

The Bay Area UASI now encompasses twelve (12) counties, three (3) major cities, over one hundred (100) municipalities for a combined total population exceeding 8.2 million people. As of 2015, the regions' economy totaled more than \$785.5 billion, ranking it 19th among all countries in the world. As one of the most culturally and geographically diverse areas in the nation, attracting over 16 million visitors annually who spend more than 16.6 million per day, these and other factors has lead the Department of Homeland Security to rank the Bay Area as the fifth highest urban area in terms of risk and threat; only behind New York City, Los Angeles, Washington D.C. and Chicago.

The purpose of the United States Department of Homeland Security, UASI Programs, is to provide financial assistance towards the planning, organizing, equipping and training and exercise needs of large urban areas, and to assist them in building an enhanced and sustainable capacity to protect, prevent, mitigate, respond and recover from threats or acts of terrorism in alignment of the five mission areas of the National Preparedness Goal.

On January 24, 2019, the City Council adopted Resolution No. 87526 C.M.S. authorizing the City Administrator, or her designee, to accept up to one million fifty thousand dollars (1,050,000.00) for FY 2018 UASI grant funds (**Attachment A**).

As of April 1, 2019, an amendment was made to the November 1, 2018 agreement (**Attachment B**) by the Bay Area UASI Approval Authority and the UASI Management Team; awarding the City of Oakland a supplemental one hundred thirty-three thousand dollars (\$133,000). These additional funds became available as a result of a one-time re-allocation of four million, seven hundred one dollar, three hundred thirty-nine dollars (\$4,701,339) that had previously been reserved for the regional UASI Training and Exercise (T&E) Program for the 2019 calendar year (FY 2018). This T&E Program provided oversight and management of the Bay Area Urban Shield Exercise Series in addition to other training courses and exercises.

The following program/project initiatives have been authorized and approved by the United States Department of Homeland Security, the California Office of Homeland Security and the Bay Area UASI Approval Authority under the terms of the FY 2018 UASI Grant award Program Amendment:

- Increase equipment funds, in the amount of \$33,000; and
- Add the planning funds, in the amount of \$100,000 for staff

FISCAL IMPACT

Acceptance of Grant Funds: During the grant period of November 1, 2018 to May 31, 2020, UASI will reimburse the City up to an additional \$133,000 for eligible personnel, equipment and supplies related to the allocation areas outlined in the Program Amendment's Appendix A. Approval of this Resolution will authorize the acceptance and appropriation of these supplemental FY 2018 UASI grant funds bringing the total grant award to one million one hundred eighty-three thousand dollars (\$1,183,000).

General Purpose Fund Contribution: Based on a 13.61% calculation rate, the City's Central Services Overhead (CSO) charges for personnel costs associated with the supplemental grant funds is estimated at \$7,677. Indirect costs such as CSO charges are disallowed; therefore, staff requests a General Purpose Fund contribution estimated at \$7,677 for City FY 2019-20 to cover the CSO charges, bringing the total CSO charges to \$54,952 for City FY 2019-20.

FY 2018 UASI grant funds will be deposited in the U.S. Department of Homeland Security Fund (2123), Emergency Services Program (20711), Project to be determined, Office of Emergency Services/Homeland Security (PS21).

PUBLIC OUTREACH / INTEREST

Those within the Bay Area UASI region are welcomed to participate in the UASI Grant planning process. Representatives from member jurisdictions organize in the East, West, North and South Bay Hubs to review grant proposals. The membership reviews, vets and prioritizes the proposed projects. Final recommendations for funding are then sent to the UASI Approval Authority for final approvals. UASI Approval Authority Meeting dates are posted on the Bay Area UASI website; <http://www.bayareauasi.org/events-calendar>.

The Bay Area UASI produces three newsletters and an annual report each year to highlight the activities of the organization.

COORDINATION

The FY 2018 UASI grant application processes involved numerous meetings with hundreds of participants throughout the region, in which representatives from the City of Oakland Police Department, Fire Department and Emergency Management Services Division regularly attend. This coordination process ensures that the projects funded are integrated throughout the Bay

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Area UASI Region. In addition, the Budget Bureau and City Attorney's office were consulted in preparation of this report.

SUSTAINABLE OPPORTUNITIES

Economic: In keeping with the mission areas of the National Preparedness Goal: protect, prevent, mitigate, respond and recover; preparation efforts to keep the City of Oakland safe and secure supports the Bay Area as a desirable place to live, work and play; and continually encouraging and attracting visitors from around the globe, who spend \$16.6 million dollars daily throughout the region.

Environmental: Emergency management programs proactively approach the rising risks and threats that are a result of climate change. With preemptive research and planning, the effects that disasters can have on general health of the ecosystem –which may be affected by decisions and prioritization of actions taken in the pursuit of long-term recovery, can be mitigated. Through collaboration, these systems and the organizations and communities that surround them can thrive in the aftermath of disaster to become more environmentally sustainable and physically survivable.

Race and Equity: Collaboration and coordination across all levels of government, the private sector, special districts, non-governmental organizations, and everyday people, presents the opportunity for overcoming challenges that affect marginalized populations; not limited to the non-English speaking, persons with access and functional needs and the economically disadvantaged. Emergency management practices encourage a holistic approach for incorporating ideas of sustainability, resilience and social equity.

ACTION REQUESTED OF THE CITY COUNCIL

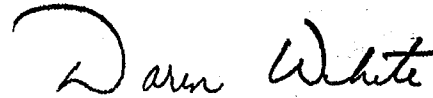
Staff Recommends That The City Council Amend Resolution No. 87526 C.M.S. BY: (1) Accepting And Appropriating Fiscal Year 2018 Urban Area Security Initiative (FY 2018 UASI) Grant Funds In The Amount Of One Hundred Thirty Three Thousand Dollars (\$133,000) For A Cumulative FY 2018 UASI Grant Award of One Million One Hundred Eight-Three Thousand FY 2018 UASI Grant Award Of One Million One Hundred Eighty-Three Thousand Dollars (\$1,183,000); AND

(2) Authorizing The City Administrator Or Designee To Expend The Additional Grant Funds In Accordance With The Fiscal Year 2018 UASI Spending Plan To Increase Funding For Equipment And Staffing; And

(3) Authorizing Use Of the General Fund Purpose Fund To Cover The Cost Of Central Service Overhead Charges Affiliated With Said Grant.

For questions regarding this report, please contact Toshia Shavies Marshall, Emergency Services Manager, Emergency Management Services Division at (510) 238-6069.

Respectfully submitted,



Darin White
Fire Chief

Reviewed by:
Toshia Shavies Marshall
Emergency Services Manager

Attachments (2):

- A. Adopted Resolution No. 87526 C.M.S.
- B. UASI FY18 Agreement Amendment

FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL

Arwa Sitt
City Attorney

2019 JAN 24 PM 5:09 RESOLUTION No. 87526 C.M.S.

RESOLUTION: (1) AUTHORIZING THE CITY ADMINISTRATOR, OR HER DESIGNEE TO: (A) ENTER INTO THE URBAN AREA SECURITY INITIATIVE (UASI) GRANT ADMINISTRATION AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO; (B) ACCEPT, APPROPRIATE, AND ADMINISTER UP TO ONE MILLION, FIFTY THOUSAND DOLLARS (1,050,000.00) OF UASI GRANT FUNDS FOR FEDERAL FISCAL YEAR (FY) 2018; (C) APPROVE THE FY 2018 UASI RECOMMENDED SPENDING PLAN; (D) EXPEND FUNDS IN ACCORDANCE WITH SAID SPENDING PLAN AND GRANTOR APPROVED AMENDMENTS WITHOUT FURTHER COUNCIL APPROVAL OR ACTION, INCLUDING THE PURCHASE IN EXCESS OF THE CITY ADMINISTRATOR'S PURCHASING AUTHORITY OF EQUIPMENT AND SERVICES REQUIRED BY THE GRANT PROVIDED CITY'S HIRING AND CONTRACT REQUIREMENTS/POLICIES ARE FOLLOWED; (2) AUTHORIZING A GENERAL PURPOSE FUND CONTRIBUTION AT A RATE OF 13.61% TO COVER ASSOCIATED COSTS FOR DISALLOWED CENTRAL SERVICE OVERHEAD (CSO) CHARGES ESTIMATED AT EIGHTY-ONE THOUSAND SIX HUNDRED SIX HUNDRED SIXTY DOLLARS (\$81,660); AND (3) WAIVING THE CITY'S ADVERTISING AND COMPETITIVE BIDDING AND PURCHASING REQUIREMENTS FOR PROCUREMENT OF EQUIPMENT WHEN REQUIRED BY THE GRANT

WHEREAS, the City and County of San Francisco is the Fiscal Agent for the Fiscal Year (FY) 2018 UASI grant award and an agreement with the City and County of San Francisco is required for the distribution, administration, and reimbursement of grant funds to the City of Oakland; and

WHEREAS, the City of Oakland FY 2018 UASI grant proposal was approved by the Bay Area UASI Approval Authority and the City of Oakland and has been awarded a grant allocation of up to one million, fifty thousand dollars (\$1,050,000.00), for FY 18 UASI performance period from November 1, 2018 through May 31, 2020 as part of an investment to the region; and

WHEREAS, the authorized expenditures estimated at six hundred thousand (\$600,000) are for staff positions includes funding to support up to four (4) full-time equivalent (FTE) positions for the FY 2018 UASI Grant period of November 1, 2018 through May 31, 2020, or until funding is exhausted; and

WHEREAS, the Fire Department, Emergency Management Services Division staffing is essential to ensure that Oakland is prepared to support terrorist events and simultaneously prepare for other hazards, including natural disasters and other major incidents that effect the City of Oakland and the Bay Area region; and

WHEREAS, the authorized expenditures estimated at one hundred, fifty thousand dollars (\$150,000) is for Operational Communication Infrastructure Enhancement and Support for critical communications and data systems coordinated within the EOC; for resource allocation and situational awareness; and

WHEREAS, the authorized expenditures estimated at thirty-four thousand, eight hundred fifty dollars (\$34,850) for satellite equipment installed on the Oakland Fire Department's Mobile Communications and Command Vehicle; and

WHEREAS, the authorized expenditures estimated at thirty thousand dollars (\$30,000) is for Battery Powered Public Address Systems for use during disasters. The equipment will be available for use as a regional asset via Mutual Aid Agreement; and

WHEREAS, the authorized expenditures estimated at twenty-five thousand dollars (\$25,000) is for equipment that will be necessary to operate a shelter and comply with the Americans with Disabilities Act; considering adults, children, the access and functional needs community and animals.; and

WHEREAS, the authorized expenditures estimated at eighty-nine thousand, three hundred dollars (\$89,300) is for the Portable Lighting and Electrical Generators Equipment to support recovery operations; and

WHEREAS, the authorized expenditures estimated at sixty-five thousand, eight hundred and fifty dollars (\$65,850) is for the Gator Vehicle which will create ease of maneuverability around congested areas during a disaster; and

WHEREAS, the authorized expenditures estimated at fifty-five thousand dollars (\$55,000) is for the Personnel Transportation Utility Vehicle for transportation of emergency personnel and evacuation of the public during disaster; and

WHEREAS, Oakland Municipal Code Section 2.04.050.1.5 permits the City Council to waive the City's advertising, bidding and purchasing requirements upon a finding 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 exercise this right, based on government purchasing requirements and recommends that the City Administrator, or her designee be authorized to award the contracts for goods, not to exceed the amount of the grant without return to Council to expedite the purchasing process should all equipment in approved and recommended projects be identified on the Federally Authorized Equipment List (AEL) as required by the UASI FY 2018 grant; and

WHEREAS, staff recommends that the City Administrator, or her designee be authorized to make all purchases and enter into contracts identified on the UASI FY 2018 spending plan as identified in the report, without further review or action by the City Council, including purchases that exceed the City Administrators purchasing authority, depending on the type of product or service under Oakland's Purchasing Ordinance, Oakland Municipal Code section 2.04.020; and

WHEREAS, staff recommends that in the event the allocated grant funds are not spent on the projects outlined in the spending plan, that City Council authorize the City Administrator or her designee to reallocate said funds to another project without further Council approval, so long as such a project is approved by the grantor, within the guidelines of the grant, and staff provides an informational report to Council explaining what the reallocation project is; and

WHEREAS, the City of Oakland is committed to cooperating with regional partners to protect, prevent, mitigate, respond, and recover from terrorism, and other disasters; now, therefore be it

RESOLVED, that the City Council authorizes the City Administrator or her designee to enter into the Bay Area UASI Grant Administration Agreement with the City and County of San Francisco for up to one million, fifty thousand dollars (\$1,050,000.00) FY 2018 UASI Grant funds; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to accept and appropriate said FY 2018 UASI Grant funds for up to one million, fifty thousand dollars (\$1,050,000.00) into U.S. Department of Homeland Security Fund (2123), Emergency Management Services Division Organization (20711), a grant project to be determined, and Emergency Management Services/Homeland Security Program (PS21); and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve allocations estimated at six hundred thousand dollars (\$600,000) for staff positions to support up to four (4) full-time equivalent (FTE) positions for the FY 2018 UASI Grant period of November 1, 2018 through May 31, 2020, or until funding is exhausted; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve allocations estimated at one hundred fifty thousand dollars (\$150,000) for Operational Communication Infrastructure Enhancement and Support for critical communications and data systems coordinated within the EOC; for resource allocation and situational awareness; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve expenditures estimated at thirty-four thousand, eight hundred fifty dollars (\$34,850) for satellite equipment installed on the Oakland Fire Department's Mobile Communications and Command Vehicle; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve expenditures estimated at thirty thousand dollars (\$30,000) for Battery Powered Public Address Systems for use during disasters. The equipment will be available for use as a regional asset via Mutual Aid Agreement; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve expenditures estimated at twenty-five thousand dollars (\$25,000) for equipment that will be necessary to operate a shelter and comply with the Americans with Disabilities Act; considering adults, children, the access and functional needs community and animal; and

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve expenditures estimated at eighty-nine thousand, three hundred dollars (\$89,300) for the Portable Lighting and Electrical Generators Equipment to support recovery operations; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve expenditures estimated at sixty-five thousand, eight hundred and fifty dollars (\$65,850) for the Gator Vehicle which will create ease of maneuverability around congested areas during a disaster; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve expenditures estimated at fifty-five thousand dollars (\$55,000) for the Personnel Transportation Utility Vehicle for transportation of emergency personnel and evacuation of the public during a disaster; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to approve a General Purpose fund contribution for \$34,385 during City FY 2018-19 and \$47,275 for FY 2019-20 for an estimated total of \$81,660 to cover the City's Central Services Overhead (CSO) charges for disallowed personnel costs associated with the grant; and be it

FURTHER RESOLVED, that the City Administrator or her designee is authorized to make all purchases of equipment and services identified in the FY 2018 UASI spending plan identified in the report without further review or action by the City Council, including purchases that exceed the City Administrator's purchasing authority under Oakland Municipal Code Section 2.04.020; and be it

FURTHER RESOLVED, that pursuant to Oakland Municipal Code Section 2.04.050.I.5, for the reasons provided by the City Administrator's report accompanying this resolution, the City Council finds that is in the best interest of the City to waive the City's advertising, bidding and purchasing requirements and so waives such requirements; and be it

FURTHER RESOLVED, that in the event the allocated grant funds are not spent on the projects outlined in the spending plan, the City Administrator or designee is authorized to

reallocate said funds to another project without further Council approval, so long as such a project is approved by the grantor, within the guidelines of the grant, and staff provides an informational report to Council explaining what the reallocation project is; and be it

FURTHER RESOLVED, that all contracts authorized hereunder shall be approved for form and legality by the Office of the City Attorney and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, FEB 05 2019

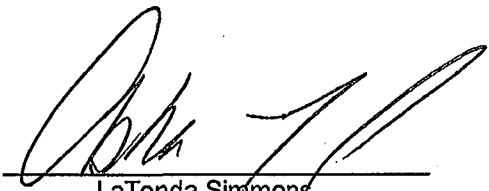
PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND PRESIDENT KAPLAN. 8

NOES - 0

ABSENT - 0

ABSTENTION - 0

ATTEST: 

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

**AGREEMENT BETWEEN THE CITY AND COUNTY OF
SAN FRANCISCO AND THE CITY OF OAKLAND
FOR THE DISTRIBUTION OF FY 2018 UASI GRANT FUNDS**

FIRST AMENDMENT

THIS AMENDMENT (this "Amendment") is made as of **APRIL 1, 2019**, in San Francisco, California, by and between the **CITY OF OAKLAND** ("OAKLAND") and the City and County of San Francisco, a municipal corporation ("City"), in its capacity as fiscal agent for the UASI Approval Authority, acting by and through the San Francisco Department of Emergency Management.

RECITALS

WHEREAS, City and OAKLAND have entered into the Agreement (as defined below); and

WHEREAS, City and OAKLAND desire to modify the Agreement on the terms and conditions set forth herein;

NOW, THEREFORE, OAKLAND and the City agree as follows:

1. Definitions. The following definitions shall apply to this Amendment:

a. Agreement. The term "Agreement" shall mean the "Agreement between the City and County of San Francisco and the City of OAKLAND for the Distribution of FY 2018 UASI Grant Funds" dated **November 1, 2018**, between OAKLAND and City.

b. Other Terms. Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Agreement.

2. Modifications to the Agreement. The Agreement is hereby modified as follows:

a. Section 3.2, Maximum Amount of Funds. Section 3.2 of the Agreement currently reads as follows:

In no event shall the amount of Grant Funds disbursed hereunder exceed **ONE MILLION, FIFTY THOUSAND DOLLARS (\$1,050,000)**. The City will not automatically transfer Grant Funds to OAKLAND upon execution of this Agreement. OAKLAND must submit a Reimbursement Request under Section 3.10 of this Agreement, approved by the UASI Management Team and City, before the City will disburse Grant Funds to OAKLAND.

Such section is hereby amended in its entirety to read as follows:

In no event shall the amount of Grant Funds disbursed hereunder exceed **ONE MILLION, ONE HUNDRED EIGHTY-THREE THOUSAND DOLLARS (\$1,183,000)**. The City will not automatically transfer Grant Funds to OAKLAND upon execution of this Agreement. OAKLAND must

submit a Reimbursement Request under Section 3.10 of this Agreement, approved by the UASI Management Team and City, before the City will disburse Grant Funds to OAKLAND.

b. Appendix A, Authorized Expenditures and Timelines. Appendix A includes project descriptions, deliverables, not to exceed (“NTE”) amounts, and deadlines for deliverables.

Such Appendix is hereby amended to reflect the following:

- i) Increase the equipment funds, in the amount of \$28,000 for Mass Care and Sheltering Equipment for Project 9; and,
- ii) Add the planning funds, in the amount of \$100,000 for Staff Position – Emergency Planner/Community Preparedness, Community Resilience for Project 9; and,
- iii) Increase the equipment funds, in the amount of \$5,000 for Personnel Transport Utility Vehicle Project for Project 9.

A revised Appendix A is attached to this Amendment and incorporated by reference as though fully set forth herein. The attached Appendix A supersedes all prior versions of Appendix A.

c. Appendix C, Form of Reimbursement Request dated April 1, 2019. A revised Appendix C is attached to this Amendment and incorporated by reference as though fully set forth herein. The attached Appendix C supersedes all prior versions of Appendix C.

3. Effective Date. Each of the modifications set forth in Section 2 shall be effective on and after the date of this Amendment.

4. Legal Effect. Except as expressly modified by this Amendment, all of the terms and conditions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first specified herein.

CITY AND COUNTY OF SAN FRANCISCO:

CITY OF OAKLAND:

SAN FRANCISCO DEPARTMENT OF
EMERGENCY MANAGEMENT

By:



MARY ELLEN CARROLL
EXECUTIVE DIRECTOR

By:



SABRINA LANDRETH
CITY ADMINISTRATOR

Federal Tax ID #: 94-6000384

Approved as to Form:

Approved as to Form:

Dennis J. Herrera
City Attorney

By:



Jana Clark
Deputy City Attorney

By:

Amadis Sotelo 4-29-19

Amadis Sotelo
Deputy City Attorney

Appendices:

Amended Appendix A, Authorized Expenditures and Timelines, dated April 1, 2019

Amended Appendix C, Form of Reimbursement Request, dated April 1, 2019

Appendix A — Authorized Expenditures and Timelines

ENTITY: **OAKLAND**

Total allocation to be spent on the following solution areas:

IJ Number and Title	Program Description	Due Dates	Solution Areas	Amount
Project Title: Staff Position - Communications				
IJ-4: Strengthen Communications Capabilities	Provide guidance on the City of Oakland media relations, public information, and warning and notification during and immediately following a disaster. The purpose of the public information function is to provide accurate, coordinated, and timely information to the public, city employees, disaster workers and volunteers before, during and after an emergency situation in order to save lives and property. Deliverable include: Develop Message templates (local and regional) and develop standardized training and protocols.	Project Completion date: 03/31/2020 Final deadline for Claim Submittal: 04/30/2020	Planning	PROJECT NOT TO EXCEED \$114,583
Project Title: Operational Communication Infrastructure Enhancement and Support				
IJ-4: Strengthen Communications Capabilities	This project supports critical communications and data systems coordinated to and through the EOC including, but not limited to, emergency management, fire and	Project Completion date: 12/31/2019 Final deadline for Claim Submittal:	Equipment	PROJECT NOT TO EXCEED \$150,000

	law enforcement online coordination and resource allocation tools such as WebEOC, satellite communications systems, enhanced virtual desktop infrastructure, and vital system (such as CAD) integrations with situational awareness platforms.	1/31/2020	04SW-04-NETW 06CC-04-SSBR 04AP-05-CDSS 06CC-04-SADS 21GN-00-OCEQ 04AP-09-ALRT	
Project Title: VSAT Equipment Upgrade				
IJ-4: Strengthen Communications Capabilities	Funds for VSAT equipment on Oakland Fire Department's mobile communications and command vehicle.	Project Completion date: 12/31/2019 Final deadline for Claim Submittal: 1/31/2020	Equipment: 06CC-04-EQSD 06CC-04-SADS	PROJECT NOT TO EXCEED \$34,850
Project Title: Battery Powered Public Address Systems				
IJ-4: Strengthen Communications Capabilities	OPD will purchase Battery Powered Public Address Systems to be used to communicate with the public during natural or human caused disasters.	Project Completion date: 12/31/2019 Final deadline for Claim Submittal: 1/31/2020	Equipment: 03OE-03-MEGA	PROJECT NOT TO EXCEED \$30,000
Project Title: Mass Care and Sheltering Equipment				
IJ-9: Enhance Multi-Jurisdictional All Hazards incident Planning, Response,	Funds to provide stand up shelters with equipment to support adults, children, the access and functional needs population and their pets. This equipment will allow the City to	Project Completion date: 12/31/2019	Equipment 19AF-01-MOB	PROJECT

& Recovery Capabilities	outfit most facilities to make them compliant with established codes and policies such as the American Disabilities Act.	Final deadline for Claim Submittal: Within 30 days of Project Completion		NOT TO EXCEED \$53,000
<i>Project Title: Staff Position – Emergency Planning and Community Preparedness, Mass Care</i>				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	This project planner will develop protocol and procedure templates and job aids to enhance the existing mass care plan. The project includes conducting research and gap analysis of identified transportation and equipment needs. Final deliverables will include: Equipment procurement plan, and Oakland specific job aids, electronic version and hard copy units.	Project Completion date: 03/31/2020 Final deadline for Claim Submittal: 04/30/2020	Planning	PROJECT NOT TO EXCEED \$184,583
<i>Project Title: Staff Position – Critical Transportation and Evacuation</i>				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	This project planner will review and update functional level protocols and procedures as outlined in the City of Oakland Mass Evacuation Plan. This planner is responsible for implementing and coordinating the plan to evacuate people and animals as well as deliver response personnel, equipment, and services in order to save lives and assist survivors. Deliverable include:	Project Completion date: 03/31/2020 Final deadline for Claim Submittal: 04/30/2020	Planning	PROJECT NOT TO EXCEED \$150,417

	Training and Distribution of Job Aid- Oakland specific and regional template			
<i>Project Title: Staff Position – Infrastructure Protection</i>				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	This project planner will develop protocol and procedure templates and job aids for critical lifeline restoration. Deliverables: 1. Current Risk defined Incident Action Plan template specific to critical infrastructure failure, 2. Development, Distribution and training for Oakland specific Job Aids relative to Current Risk/Capability Analysis	Project Completion date: 03/31/2020 Final deadline for Claim Submittal: 04/30/2020	Planning	PROJECT NOT TO EXCEED \$150,417
<i>Project Title: Staff Position – Emergency Planning and Community Preparedness, Community Resilience</i>				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	This Project Planner will work to build the preparedness efforts of the whole community; including the ability to develop the private-public partnership. The Project Planner also will work to locate resources, develop processes and procedures and organize donations beyond government entities; inclusive of the private sector, to build community partnerships. Deliverables will include research and establishment of a robust and easily searchable database system; as well as	Project Completion date: 12/31/2019 Final deadline for Claim Submittal: Within 30 days of Project Completion	Planning	PROJECT NOT TO EXCEED \$100,000

	integration of this resource into the Emergency Response Organization.			
Project Title: Support Equipment for Disaster Response				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	Funds to purchase portable lighting and electrical generators to support recovery operations.	Project Completion date: 12/31/2019 Final deadline for Claim Submittal: 1/31/2020	Equipment: 3OE-03-LTPA 10GE-00-GENR 10BC-00-SOLR	PROJECT NOT TO EXCEED \$89,300
Project Title: Gator Grant for Oakland Fire				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	Funding for gators that will create ease of maneuverability around congested areas.	Project Completion date: 12/31/2019 Final deadline for Claim Submittal: 1/31/2020	Equipment 21GN-00-OCEQ	PROJECT NOT TO EXCEED \$65,850
Project Title: Personnel Transport Utility Vehicle				
IJ-9: Enhance Multi-Jurisdictional All Hazards Incident Planning, Response, & Recovery Capabilities	OPD will purchase a utility vehicle for transportation of emergency personnel and evacuation of the public.	Project Completion date: 12/31/2019 Final deadline for Claim Submittal: Within 30 days of Project Completion	Equipment 12VE-00-MISS	PROJECT NOT TO EXCEED \$60,000

		TOTAL ALLOCATION		TOTAL NOT TO EXCEED: <u>\$1,183,000</u>
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PLANNING

Reimbursement for Planning Requires:

- **Personnel** – Prior to any expenditure for personnel, OAKLAND must submit completed job descriptions to the UASI detailing the planning activities the personnel will complete and the deliverables to be produced. Prior to reimbursement, OAKLAND must submit the following: all functional time sheets, payroll documentation showing payment of salaries and benefits, or cancelled checks; work product or certification that work was completed including a statement of completed activities.
- **Contracts** – All contracts must be pre-approved by the UASI prior to execution. In addition, OAKLAND must satisfy the following guidelines:
 - o Procurement of contractual services must follow local policies and procedures for competitive purchasing (provided they are not in conflict with Federal regulations which supersede them). If sole source approval is needed, OAKLAND must transmit a sole source request to the UASI for submission to the State.
 - o The contract must have a clearly stated scope of work and deliverables, deadlines for completion of work, and a schedule of contract payments.
 - o All services must be performed and paid within the grant performance period.
- **Travel** - travel for planning activities must be pre-approved in accordance with the Bay Area UASI Travel Policy (adopted by the Approval Authority in August 2017) prior to scheduling. Invoices must include all backup documentation, including conference agendas, programs, brochures, lodging receipts, per diem calculations, airfare receipts/boarding passes, mileage calculations, other transportation receipts, and proof of payment.

ORGANIZATION

Reimbursement for Organization Requires:

- **Personnel** – Prior to any expenditure for personnel, OAKLAND must submit completed job descriptions to the UASI detailing the planning activities the personnel will complete and the deliverables to be produced. Prior to reimbursement, OAKLAND must submit the following: all functional time sheets, payroll documentation showing payment of salaries and benefits, or cancelled checks; work product or certification that work was completed including a statement of completed activities.
- **Contracts** – All contracts must be pre-approved by the UASI prior to execution. In addition, OAKLAND must satisfy the following guidelines:
 - o Procurement of contractual services must follow local policies and procedures for competitive purchasing (provided they are not in conflict with Federal regulations which supersede them). If sole source approval is needed, OAKLAND must transmit a sole source request to the UASI for submission to the State.

- o The contract must have a clearly stated scope of work and deliverables, deadlines for completion of work, and a schedule of contract payments.
- o All services must be performed and paid within the grant performance period.
- **Travel** - travel for planning activities must be pre-approved in accordance with the Bay Area UASI Travel Policy (adopted by the Approval Authority in August 2017) prior to scheduling. Invoices must include all backup documentation, including conference agendas, programs, brochures, lodging receipts, per diem calculations, airfare receipts/boarding passes, mileage calculations, other transportation receipts, and proof of payment.

EQUIPMENT

Reimbursement for Equipment Requires:

- An approved EHP memo, if applicable.
- A performance bond is required for any equipment item that exceeds \$250,000, or for any vehicle, aircraft, or watercraft, regardless of the cost. Failure to obtain and submit a performance bond to the UASI may result in disallowance of cost.
- As allowable under Federal guidelines, procurement of equipment must follow local policies and procedures for competitive purchasing (provided they are not in conflict with Federal regulations which supersede them). If sole source approval is needed, OAKLAND must transmit the request to the UASI for request to the State.
- Prior to reimbursement, OAKLAND must submit all invoices, AEL numbers, and a list of all equipment ID numbers and the deployed locations.
- OAKLAND must inventory, type, organize and track all equipment purchased in order to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

-
- **All requests for reimbursements must be submitted within 30 days of project completion, unless an earlier deadline is set in this Appendix. OAKLAND should submit reimbursement requests on a quarterly basis, as applicable.**
 - **Authorized expenditures must fall into one of the following categories: Planning, Organization, Equipment, Training, or Exercises. Descriptions of authorized expenditures are in the following documents:**
 - *FY 2018 Homeland Security Grant Program Notice of Funding Opportunity:* https://www.fema.gov/media-library-data/1526578809767-7108f471f36d22b2c0d8afb848048c96/FY_2018_HSGP_NOFO_FINAL_508.pdf
 - *California Supplement to the Federal Funding Opportunity Announcement, dated September 2018, available at* <http://www.caloes.ca.gov/GrantsManagementSite/Documents/FY%202018%20HSGP%20State%20Guidance.pdf> as "FY 2018 Homeland Security Grant Program California Supplement to the Federal Notice of Funding Opportunity."
 - *Authorized Equipment List:* <http://www.fema.gov/authorized-equipment-list>

- *Cal OES Rules and Regulations, Including the Recipient Handbook:*
<http://www.caloes.ca.gov/GrantsManagementSite/Documents/2018%20Subrecipient%20Handbook.pdf>
- **Any equipment purchased under this Agreement must match the UASI 2018 Grant Application Workbook. Any modification to the Inventory list in that Workbook must receive prior written approval from by the Bay Area UASI Program Manager.**
- **No Management and Administration expenses are allowed, unless expressly identified and authorized in this Appendix.**
- **Sustainability requirements may apply to some or all of the grant funded projects or programs authorized in this Appendix. See Agreement, ¶3.12.**
- **All EHP documentation must be submitted and approved prior to any expenditure of funds requiring EHP submission.**

Appendix C -- Form of Reimbursement Request

REIMBURSEMENT REQUEST

_____, 2020

UASI Management Team
711 Van Ness Avenue, Suite 420
San Francisco, CA 94102

Re: FY 18 UASI Grant Reimbursement Request

Pursuant to Section 3.10 of the "Agreement between the City and County of San Francisco and the City of OAKLAND for the Distribution of FY 2018 UASI Grant Funds" (the "Agreement"), dated NOVEMBER 1, 2018, and as amended by the First Amendment dated APRIL 1, 2019, between the City of OAKLAND ("OAKLAND") and the City and County of San Francisco, OAKLAND hereby requests reimbursement as follows:

Total Amount of
Reimbursement
Requested in this
Request: \$ _____

Maximum Amount of
Funds Specified in
Section 3.2 of the
Agreement: \$ _____

Total of All Funds
Disbursed Prior to this
Request: \$ _____

OAKLAND certifies that:

- (a) The total amount of funds requested pursuant to this Reimbursement Request will be used to reimburse OAKLAND for Authorized Expenditures, which expenditures are set forth on the attached Schedule 1, to which are attached true and correct copies of all required documentation of such expenditures.
- (b) After giving effect to the disbursement requested pursuant to this Reimbursement Request, the Funds disbursed as of the date of this disbursement will not exceed the maximum amount set forth in Section 3.2 of the Agreement, or the not to exceed amounts specified in Appendix A for specific projects and programs.

- (c) The representations, warranties and certifications made in the Agreement are true and correct in all material respects as if made on the date hereof, and OAKLAND is in compliance with all Grant Assurances in Appendix B of the Agreement. Furthermore, by signing this report, OAKLAND certifies to the best of their knowledge and belief that the report is true, complete and accurate and expenditures, disbursements, and cash receipts are for the purpose and objectives set forth in the terms and conditions of the federal award. OAKLAND is aware that any false, fictitious or fraudulent information or the omission of any material fact, may subject OAKLAND to criminal civil or administrative penalties for fraud, false statements, false claims or otherwise.
- (d) No Event of Default has occurred and is continuing.
- (e) The undersigned is an officer of OAKLAND authorized to execute this Reimbursement Request on behalf of OAKLAND.

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: _____

Title: _____ Date: _____

SCHEDULE 1 TO REQUEST FOR REIMBURSEMENT

The following is an itemized list of Authorized Expenditures for which reimbursement is requested:

Project	Payee	Amount	Description	If final claim for project, check box
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

The following are attached as part of this Schedule 1 (Please check items that are applicable):

Planning:

- Invoice/Payroll Charges
- Payroll Register
- Cleared Check Payment
- Job Description
- Functional Timesheets
- Deliverables/Progress Reports

Organization:

- Invoice/Payroll Charges
- Payroll Register
- Cleared Check Payment
- Job Description
- Functional Timesheets
- Deliverables/Progress Reports

Equipment:

- Invoice
- Cleared Check Payment
- Purchase Order
- Packing Slip
- EHP Approval
- EOC Approval
- Watercraft or Aviation
- Sole Source
- Performance Bond
- Equipment Ledger (Please submit electronic copy to Grants Specialist)

Training:

- Invoice
- Cleared Check Payment
- Training Feedback Number
- EHP Approval
- Certificates/Proof of Participation
- Sign In Sheet
- Agenda

Exercise:

- Invoice
- Cleared Check Payment
- After Action Report
- EHP Approval
- Overtime Authorization

For inquiries/questions, please contact:

_____ Phone #: _____ Email: _____
 Print Name

2020 FEB 13 PM 4:51

Approved as to Form and Legality


City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

RESOLUTION AMENDING RESOLUTION NO. 87526 C.M.S. BY: (1) ACCEPTING AND APPROPRIATING FISCAL YEAR 2018 URBAN AREA SECURITY INITIATIVE (FY 2018 UASI) GRANT FUNDS IN THE AMOUNT OF ONE HUNDRED THIRTY-THREE THOUSAND DOLLARS (\$133,000) FOR A CUMULATIVE FY 2018 UASI GRANT AWARD OF ONE MILLION ONE HUNDRED EIGHTY-THREE THOUSAND DOLLARS (\$1,183,000); (2) AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO EXPEND THE ADDITIONAL GRANT FUNDS IN ACCORDANCE WITH THE FY 2018 UASI SPENDING PLAN TO INCREASE FUNDING FOR EQUIPMENT AND STAFFING; AND (3) AUTHORIZING USE OF THE GENERAL PURPOSE FUND TO COVER THE COST OF CENTRAL SERVICE OVERHEAD CHARGES AFFILIATED WITH SAID GRANT.

WHEREAS, the City and County of San Francisco is the Fiscal Agent for the Fiscal Year (FY) 2018 UASI grant award and an agreement with the City and County of San Francisco is required for the distribution, administration, and reimbursement of grant funds to the City of Oakland; and

WHEREAS, the City of Oakland FY 2018 UASI grant proposal was approved by the Bay Area UASI Approval Authority and the City of Oakland and has been awarded a grant allocation of up to one million, fifty thousand dollars (\$1,050,000.00), for FY 18 UASI performance period from November 1, 2018 through May 31, 2020 as part of an investment to the region; and

WHEREAS, on January 24, 2019 the City Council adopted Resolution No. 87526 C.M.S. authorizing the City Administrator, on behalf of the City of Oakland, to accept and appropriate up to \$1,050,000 in fiscal year FY 2018 UASI grant funds to: U.S. Department of Homeland Security Fund (2123), Emergency Management Services Division Organization (20711), a grant project to be determined, and Emergency Management Services/Homeland Security Program (PS21); and

WHEREAS, UASI Approval Authority awarded the City of Oakland additional grant fund in the amount of one hundred thirty-three thousand dollars (\$133,000) for UASI FY 2018 on April 1, 2019; and

WHEREAS, the Fire Department is requesting an amendment to Resolution No. 87526 C.M.S. due to an increased grant funding allocation in an amount not to exceed one hundred thirty-three thousand (\$133,000) for a cumulative FY 2018 UASI grant award allocation in an amount not to exceed one million one hundred eighty-three thousand dollars (\$1,183,000); and appropriate said funds to the UASI grant; now, therefore be it

RESOLVED: that Resolution Number 87526 C.M.S is amended to accept and appropriate supplemental Fiscal Year 2018 UASI (FY 2018) supplemental grant funds in an amount not to exceed one hundred thirty-three thousand dollars (\$133,000) for a cumulative FY 2018 UASI grant award allocation in an amount not to exceed one million one hundred eighty-three thousand dollars (\$1,183,000) and appropriate said funds to the UASI grant; and be it

FURTHER RESOLVED: that the City Council authorizes the use of a general purpose fund contribution estimated at \$7,677 during city FY 2019-20 to cover the cost of central service overhead (CSO) charges for disallowed personnel costs affiliated with said grant; and be it

FURTHER RESOLVED: Revenues and appropriations will be allocated to U.S. Department of Homeland Security Fund (2123), Emergency Management Services Division Organization (20711), a grant project to be determined, and Emergency Management Services/Homeland Security Program (PS21).

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO 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