

**CITY OF OAKLAND**  
**AGENDA REPORT**

2007 APR 24 PM 7:22

TO: Office of the City Administrator  
ATTN: Deborah A. Edgerly  
FROM: Dan Farrell, Fire Chief  
DATE: April 24, 2007

**RE: A Resolution Authorizing The City Administrator or her designee To Enter Into An Agreement With The City And County Of San Francisco For The Distribution Of FY 2006 Super Urban Area Security Initiative (SUASI) Grant Funds In The Amount Of \$1,380,581, Approve The Preliminary Spending Plan, Waive Central Services Overhead Fees, And Authorize The City Administrator or her designee To Accept, Appropriate And Administer The FY 2006 SUASI Grant Allocations And To Expend Funds In Accord With The Preliminary Spending Plan Without Further Council Authorization, Including For The Award Of Contracts In Excess Of The City Administrator's Purchasing Authorization, Provided City Bidding Requirements And Purchasing Programs/Policies Are Followed**

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**SUMMARY**

The proposed resolution seeks the City Council's approval to enter into an agreement with the City and County of San Francisco for the distribution of \$1,380,581 of grant funds allocated to the City of Oakland, approval of the preliminary spending plan, waive the Central Service Overhead (CSO) fees, and authorize the City Administrator or her designee to administer the programs included in the grant.

The performance period for the FY 06 UASI grant is August 23, 2006 through December 31, 2007.

**FISCAL IMPACT**

Authorizing this proposed Agreement with the City and County of San Francisco allows for the acceptance and appropriation of \$1,380,581 of FY 2006 SUASI grant funds for the City of Oakland to sustain and enhance its ability to accomplish the objectives of the grant. The City and County of San Francisco is the fiscal agent for the FY 06 SUASI grant and will be processing reimbursement requests for authorized grant expenditures. The Oakland Fire Department, Office of Emergency Services and Homeland Security will be responsible for administering this agreement and ensuring that all requirements set forth in the agreement will be met. *This grant does not require any matching funds and there are no other associated fees with this agreement.*

Item: \_\_\_\_\_  
Finance & Management Committee  
April 24, 2007

The FY 06 UASI grant will reimburse the City of Oakland for up to \$1 million dollars in pre-approved, eligible expenses related to salaries, supplies, contract services and equipment as outlined in Appendix A of the proposed Agreement. The proposed expenditure plan is as follows:

- Four (4.0) full time (FTE) positions that will work for the Oakland Fire Department, Office of Emergency Services. The positions will be funded by the SUASI grant for the purpose of sustaining and completing projects funded under the FY 04 and FY 05 UASI grants and to oversee new FY 06 projects that have a direct impact on the City of Oakland. These projects include but are not limited to: regional planning, participating in the oversight group, representing Oakland on the 11 SUASI working groups and ensuring compliance with national Homeland Security initiatives. (\$353,000)
- There is one (1.0) full time (FTE) position assigned to the grant management team, which manages the remaining \$16 million SUASI grant funds for the Bay Area Region and provides the financial and programmatic management of the entire SUASI grant. (\$125,559). This cost is not part of the \$1 million Oakland grant award.
- East Bay Terrorism Early Warning Group (TEWG) - the City of Oakland will be reimbursed from the TEWG project portion of the grant, (\$150,000) to offset the cost of one (1.0) full time police officer and one (1.0) full time firefighter, which have been assigned to the Terrorism Early Warning Group since the FY05 SUASI grant award. The other \$150,000 of funding necessary to fully fund the two positions will come from the Oakland grant award.
- Funding will be available for eligible equipment, contract services, training and supplies that has yet to be determined. All equipment purchased with SUASI grant funds must listed on the federal 2006 Authorized Expenditure List (AEL) and be approved by the State of California prior to purchase. (\$497,000)

It is anticipated that the four (4.0) FTEs that will be funded by the FY 2006 SUASI grant will continue to be funded in future year SUASI grant awards. The Bay Area SUASI Approval Authority is in the process of submitting the FY 2007 SUASI grant proposal, which if approved would provide funding for the four (4.0) FTE's from January 1, 2008 – December 31, 2008. Once the SUASI grant funding is either exhausted or the SUASI grant position is discontinued, the four (4.0) FTEs will be released from their positions.

Staff requests the Central Services Overhead (CSO) costs be waived for all positions funded under this program to ensure funding availability for grant activity expenses. The total CSO amount to be waived, from April 2007 – December 2007, is \$60,147.

## BACKGROUND

On January 3, 2006, the Department of Homeland Security announced that the separate Urban Area Security Initiative (UASI) entities that included the cities of Oakland, San Francisco and San Jose would be consolidated into one super urban area for purposes of the UASI funding provided by the Federal government to high threat/high risk areas. The new “SUASI” encompasses 10 counties, three major cities, over 100 municipalities and involves an area of 8800 square miles with significant critical infrastructure including three international airports, two major ports, international icons, centers of commerce and technology that are critical not only to the Bay Area economy, but also to the national and global economies. The new SUASI contains over seven million residents. The City and County of San Francisco was selected as the fiscal agent for the FY 2006 UASI grant by the SUASI Approval Authority.

## KEY ISSUES AND IMPACTS

The purpose of the FY 2006 Urban Area Security Initiative Grant (Award #2006-0071), passed through the California Office of Homeland Security from the United States Department of Homeland Security, is to provide financial assistance to the San Francisco Bay Area to address the unique equipment, training, planning, and exercise needs of large urban areas, and to assist them in building an enhanced and sustainable capacity to prevent, respond to and recover from threats or acts of terrorism. The allowable scope of activity includes catastrophic events, such as major earthquakes, provided that these activities also build capabilities that relate to terrorism.

The region was provided a very short timeframe in which to create a governance structure and submit a regional application. Over a three-week period, the lead cities including Oakland and core counties worked to design a governance structure to accommodate the application process for the region and govern decisions regarding funding and programs for the duration of the grant performance period. The proposed Approval Authority structure was approved by the Department of Homeland Security and California Office of Homeland Security and is comprised of a Memorandum of Understanding between the core cities of San Francisco, Oakland, and San Jose and the core counties of San Francisco, Alameda and Santa Clara - referred to as the Bay Area SUASI Approval Authority. Resolution No. 80384 C.M.S. approving the MOU for the SUASI was approved by City Council on February 6, 2007. This MOU was required prior to moving forward on the appropriation of funding for the FY 2006 grant award.

For FY 2006, the UASI program changed from an allocation process (using a formula based on threat/risk and population) to a competitive grant for FY 2006, and Urban Areas were required to submit substantive grant applications for emergency management and homeland security program initiatives and justify to the Federal government the need for funding. There was also a separate threat/risk factor for each Urban Area, determined solely by the federal government, applied to the allocation formula.

Item: \_\_\_\_\_  
Finance Committee  
April 24, 2007

The grant application process involved over 40 meetings in 40 days with hundreds of participants from throughout the region. The original regional application sent to the Federal government via the State of California exceeded \$300 million in need. The allocation to the Bay Area (announced in early June 2006) was \$22,656,000. There was a substantial reduction in overall available UASI funding for the country, and the Bay Area received approximately the same percentage of available UASI funding as the previous year to cover a larger geographic area. Other areas such as New York, Boston and Washington, DC saw significant reductions from prior years.

As part of the allocation and grant process, the urban areas were required to engage in an additional process to prioritize funding and projects based on the allocation announced in early June 2006. A second round of meetings and intense workgroup activity throughout the region was initiated to determine the projects that would be funded by the \$22.6 million allocation to the Bay Area. At the end of June 2006, the priority projects and amounts to be spent in each Project Area (as agreed by the region) were forwarded to the State Office of Homeland Security. In late August of 2006, the State Office of Homeland Security approved the project areas and the regional allocation decisions.

## **PROGRAM DESCRIPTION**

As the SUASI program is now a regional program, the cities of Oakland, San Francisco and San Jose no longer receive separate UASI funding. The following program initiatives and overall budget have been authorized and approved by the United States Department of Homeland Security and the California Office of Homeland Security and by the Bay Area SUASI Approval Authority to expend the grant award of \$22.6 million and to accomplish the goals of the FY 06 Bay Area SUASI program:

### **1. Regional Planning & Collaboration - \$4,600,000**

This investment will enhance and expand regional planning capabilities. Building on the Regional Emergency Coordination Plan (RECP) structure and the success in fostering regional collaboration through that effort. This investment will institutionalize a regional planning function that will set regional strategies, goals, and priorities for homeland security and emergency management planning. Lead initiatives include the sharing of information, reducing duplication of effort, and leveraging collaborative efforts to achieve gains that are regional in scope. Each of the SUASI cities (Oakland, San Francisco and San Jose) received \$1 million to hire additional planners and support personnel needed to accomplish regional planning and homeland security planning efforts.

#### Projects Include:

- Enhance and expand regional planning capabilities - \$3,000,000 (Oakland, San Francisco and San Jose).

- Institutionalized regional planning function that will set regional strategies, goals, and priorities for homeland security and emergency management planning - \$1,400,000.
- Initiatives to share information and reduce duplication of effort - \$100,000.
- Collaborative efforts to achieve gains that are regional in scope through the RECP planning process - \$100,000.

## 2. Training and Exercise - \$2,500,000

This investment will enhance regional capabilities through development of a regional training and exercise function. The regional approach will allow development and prioritization of training and exercises to meet the specific needs of the region; allow greater opportunity for multi-jurisdictional and multi-disciplinary activities; and increase efficiency. It will also promote ongoing compliance with Federal standards, such as the National Incident Management System (NIMS) and compatibility with the National Response Plan (NRP) and other Federal initiatives. The investment will build on existing training and exercise initiatives that include training and exercises on the Regional Emergency Coordination Plan (RECP); and leverage available resources, such as the California Specialized Training Institute (CSTI). Under the FY06 SUASI grant requirements, 10% of the grant must be spent on training.

### Projects Include:

- Develop regional training standards - \$750,000.
- Develop plan for integrated training and exercises - \$1,000,000.
- Emphasize “train the trainer” programs - \$250,000.
- Provide training and exercises to meet identified priorities - \$400,000.
- Provide training materials to enhance local facilities for training - \$75,000.
- Create a regional training schedule on the SUASI website - \$25,000.

## 3. CBRNE Detection and Response - \$500,000

This investment enhances capabilities to detect, neutralize, dismantle, and dispose of CBRNE (Chemical, Biological, Radiological, Nuclear, Explosive) materials; and decontaminate exposed first responders and other personnel, citizens and property.

### Projects Include:

- Assess current capability to respond to CBRNE events throughout the region for Law Enforcement, Fire, Health, HazMat, Explosive Ordnance Disposal and Emergency Medical Services and improve coordination of the four MMRS (Metropolitan Medical Response System) programs - \$400,000.
- Purchase equipment to address gaps identified by the needs assessment - \$100,000.

**4. Medical Surge - \$1,850,000**

This investment will improve the capability of the Bay Area medical community to handle large numbers of patients requiring medical care after a major incident. Building on the disaster medical response component of the Regional Emergency Coordination Plan, the investment reflects a regional approach to addressing the issue of medical surge, leveraging limited resources through joint planning and shared resources.

Projects Include:

- Coordinate with state initiatives for medical surge planning: patient movement, credentialing and training, standards of care - \$800,000.
- Research, assess and review, expand/develop regional patient tracking systems, consistent with state and federal systems - \$1,000,000.
- Identify existing resources, including non-traditional resources, for the provision of health care - \$50,000.

**5. Infrastructure Protection - \$1,000,000**

This investment will continue implementation of projects that protect regionally important critical infrastructure. The end result will be the forward progression of prevention and mitigation measures for critical infrastructure and the expansion of the capability to support the rapid and orderly protection, evacuation, and recovery of threatened or attacked areas. The projects are being leveraged with those identified in the existing Bay Area transit security grant program.

Projects Include:

- Regionally deploy treatment and packaging devices to provide purified drinking water for the region - \$500,000.
- Improve security measures for the Golden Gate Bridge - \$200,000.
- Improve security measures on BART and MUNI rail systems - \$300,000.

**6. Mass Prophylaxis - \$350,000**

This investment will strengthen regional mass prophylaxis capabilities by enhancing the readiness of regional public health organizations. Planning, exercises, and citizen education activities included in other investments will incorporate elements of the mass prophylaxis effort. Together, these projects will help advance the goal of preventing, treating, and containing disease/infections.

Projects Include:

- Develop standardization across region for mass dispensing of medications and training of staff - \$175,000.
- Continued expansion and enhancement of DisasterHelp.net - \$25,000.
- Research and development of all-hazards volunteer database - \$150,000.

**7. Interoperable Communications - \$6,500,000**

This investment will continue the initiatives funded under the FY 03-05 UASI grants and other Federal sources. Regional interoperability capabilities will be further enhanced by the expansion of ongoing multi-jurisdictional and sub-regional initiatives to establish shared P-25 standard, 800 MHz public safety radio systems, and by upgrading, replacing and leveraging various existing communications systems to ensure real-time connectivity between disparate voice/radio and data systems. Regional interoperable communications capabilities will be primarily enabled by creating a multi-tiered regional communications network for both strategic and tactical communications and will reinforce and fully enable region-wide communications in support of mutual aid and coordination of incident responses.

Projects Include:

- Develop a strategic plan to link the various Bay Area emergency communications systems - \$250,000.
- Complete a 10 county regional microwave system and improve the Silicon Valley system per strategic plan - \$3,000,000.
- Expand the East Bay Regional Communication System and link to the Bay Area wide system and develop links from the East Bay system to the major utility systems - \$3,000,000.
- Consider expansion of the Bay Area Regional Tactical Communications System (BARTCS) to all counties - \$250,000.

**8. Information Sharing and Collaboration - \$1,400,000**

This investment will enhance the region's capability to identify potential threats, protect critical infrastructure, and combat terrorism through the effective collection, analysis, and dissemination of threat information. The enhanced regional information sharing and collaboration system will build on 10 years of collaboration among law enforcement, fire, public health and emergency management agencies in the region, expanded to include other first responder, public transit, and emergency management agencies. This investment will provide a forum for training, collaboration and information sharing that will enable effective prevention as well as efficient response and recovery to possible terrorist attacks. These activities, along with an expansion of the Buffer Zone Protection Program, will significantly increase the information sharing in the region. NOTE: The City of Oakland

Item: \_\_\_\_\_  
Finance Committee  
April 24, 2007

was allocated \$150,000 in FY06 to fund the remaining costs of the two positions assigned to the Terrorism Early Warning Group (TEWG) discussed earlier in this report.

Projects Include:

- Establish 2 additional multi-disciplinary Terrorism Early Warning Groups and expand the 2-way flow of critical intelligence among the Federal, State, and local levels among all disciplines - \$933,334.
- Expand support for the existing East Bay TEWG - \$466,666.

**9. Public Information and Warning - \$250,000**

This investment will identify programs to improve the public information and warning capability within the Bay Area to provide more consistent, reliable, and effective alert and warning information to citizens with a special emphasis on special needs populations. The result of this investment will be a more effective system to warn and inform all Bay Area citizens during an emergency and determine the steps necessary to create a policy framework.

Projects Include:

- Research best practices on technology to provide alert and warning to special needs populations - \$125,000.
- Develop policies and procedures for Joint Information Center (JIC) operations and policies for use of appropriate messaging to communicate with public during catastrophic events - \$125,000.

**10. Mass Care - \$1,000,000**

This investment will improve the region's capability to provide mass care services to tens of thousands of people, including a significant vulnerable/special needs population, after a catastrophic incident. Building on the mass care component of the Regional Emergency Coordination Plan, this investment will take a regional approach to mass care, recognizing that displaced people may shelter in adjoining jurisdictions. These measures will improve the region's capabilities to address temporary care for displaced people, including the most vulnerable, after a catastrophic event.

Projects Include:

- Contract with the American Red Cross (ARC) to perform outreach and training to community groups, faith-based organizations and individuals to set up and manage local mass care facilities - \$500,000.
- Develop standard definitions of special needs populations consistent with new federal guidelines - \$400,000.



- Identify best practices for care and shelter of special needs populations - \$50,000.
- Develop a plan for animal care and shelter, including service animals and household pets - \$50,000.

**11. Citizen Preparedness and Participation - \$2,026,320**

This investment will enhance the ability of the Bay Area’s large and diverse population to prepare for and respond to a major incident such as a terrorist attack or catastrophic earthquake. The investment will build on existing state and local programs for citizen preparedness, emphasizing regionally consistent standards, messages, and training. Strategies that focus on vulnerable populations and utilize multi-lingual, multi-media approaches to outreach and education will be implemented. The investment will result in a greater degree of preparation and self-sufficiency among residents on a region-wide basis.

Projects Include:

- Use of focus groups to determine most effective public outreach message and start to develop regional campaigns - \$500,000.
- Fund new and existing citizen preparedness (CERT and NERT) and public outreach programs through Operational Areas (counties) by population - \$1,000,000.
- Based on result of focus group assessment, create competitive grant for citizen preparedness programs - \$526,320.

**12. Management and Administration - \$679,680**

This item is limited to 3% of the overall grant and will be used for grant administration for the Bay Area SUASI Management team salaries and benefits, fiscal agent fees, as well as, standard and customary management and administration costs. The City of Oakland will be fully reimbursed for salary and benefits for the one full time (FTE) position from this Program that will serve on the BAY Area SUASI Management team.

**SUSTAINABLE OPPORTUNITIES**

Economic: The FY 2006 SUASI grant funds positions and programs through December 31, 2007. The projects within the program will be completed in phases so that they may be completed by the end of the grant period. The FY 2006 SUASI grant funds specifically earmarked for Oakland will provide new funding for limited duration employment opportunities and also local purchasing opportunities during the grant award period.

Environmental:

There are no direct environmental benefits as it relates to this grant project.

Social Equity:

The following funded UASI projects explicitly incorporate consideration for special needs populations which include but are not limited to non-English speaking residents and economically disadvantaged residents. The projects are: Medical Surge, Mass Care, and Citizen Preparedness, and Public Information and Warning. The FY06 SUASI grant projects will also help to ensure social equity during catastrophic incidents.

**DISABILITY AND SENIOR CITIZEN ACCESS**

At least four of the FY06 UASI projects that have been approved and funded explicitly incorporate consideration of persons with disabilities and senior citizens: Medical Surge, Mass Care, and Citizen Preparedness, and Public Information and Warning. All provide a specific focus on persons with disabilities and senior citizens to ensure regional equal access during major emergencies.

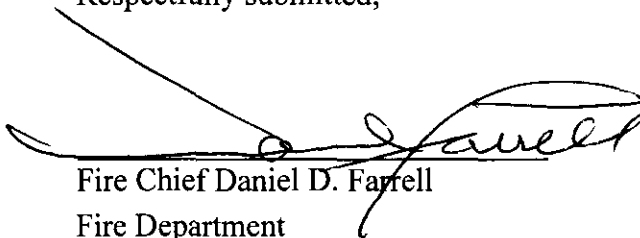
**RECOMMENDATION AND RATIONALE**

The City of Oakland is committed to cooperating with our regional partners to detect, prevent, prepare for, respond to, and recover from disasters – both natural and human-made. To sustain and enhance the City of Oakland’s ability to effectively carry out the FY06 SUASI grant edicts, it is recommended that the City Administrator or her designee be authorized to enter into an Agreement with the City and County of San Francisco for the distribution of 2006 UASI grant funds and to approve the preliminary spending plan. It is also recommended that Council waive the Central Service Overhead (CSO) fees and the City Administrator or her designee be authorized to administer the programs and activities generated by the FY 2006 SUASI Grant.

**ACTION REQUESTED OF THE CITY COUNCIL**


It is requested that: a) the City Council authorize the City Administrator or her designee to enter into an Agreement with the City and County of San Francisco for the distribution of UASI grant funds, b) approve the preliminary spending plan, c) waive Central Service Overhead (CSO) fees, and d) authorize the City Administrator or her designee to administer the programs and activities funded by the FY 2006 UASI Grant and expend funds in accord with the preliminary spending plan without having to return to Council, including the award of contracts in excess of the City Administrator's purchasing authorization, provided City bidding requirements and purchasing programs/policies are followed.

Respectfully submitted,



Fire Chief Daniel D. Farrell  
Fire Department

Reviewed by:



Renee A. Domingo, Director  
Office of Emergency Services  
and Homeland Security

Prepared by:

Susan F. Newton,  
Homeland Security Program Coordinator  
Homeland Security Unit

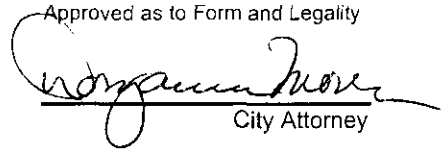
APPROVED AND FORWARDED TO THE  
FINANCE COMMITTEE:



Office of the City Administrator

Item: \_\_\_\_\_  
Finance Committee  
April 24, 2007

# OAKLAND CITY COUNCIL

  
City Attorney

OFFICE OF THE CITY CLERK

RESOLUTION No. \_\_\_\_\_ C.M.S.

2007 APR 12 PM 7:22

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR HER DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO FOR DISTRIBUTION OF FISCAL YEAR 2006 SUPER URBAN AREA SECURITY INITIATIVE (SUASI) GRANT FUNDS IN THE AMOUNT OF ONE MILLION THREE HUNDRED EIGHTY THOUSAND FIVE HUNDRED ONE DOLLARS (\$1,380,581.00), TO APPROVE THE PRELIMINARY SPENDING PLAN, TO WAIVE CENTRAL SERVICES OVERHEAD FEES, AND TO ACCEPT, APPROPRIATE AND ADMINISTER THE FY 2006 SUASI GRANT ALLOCATIONS AND TO EXPEND FUNDS IN ACCORD WITH THE PRELIMINARY SPENDING PLAN WITHOUT FURTHER COUNCIL AUTHORIZATION, INCLUDING THE AWARD OF CONTRACTS IN EXCESS OF THE CITY ADMINISTRATOR'S PURCHASING AUTHORIZATION, PROVIDED CITY BIDDING REQUIREMENTS AND PURCHASING PROGRAMS/POLICIES ARE FOLLOWED**

**WHEREAS**, On January 3, 2006, the Department of Homeland Security announced that the separate UASI entities including the cities of Oakland, San Francisco and San Jose would be consolidated into one Super Urban Area for purposes of the Urban Area Security Initiative (UASI) Grants referred to as SUASI; and

**WHEREAS**, The City of Oakland may no longer receive separate UASI funding and was allocated \$1,380,581 by the FY 06 SUASI Grant governing body as part of an investment for the regional planning initiative; and

**WHEREAS**, The City and County of San Francisco is the Fiscal Agent for the FY 2006 UASI grant award; and

**WHEREAS**, An agreement with the City and County of San Francisco is required for the distribution and reimbursement of grant funds to the City of Oakland ; and

**WHEREAS**, The grant funds will provide four (4) full time (FTEs) positions for the Oakland Fire Department's Office of Emergency Services necessary to prepare for major terrorist incidents or natural disasters and to support the planning functions; and

**WHEREAS**, The FY 2006 SUASI grant will sustain funding for two existing positions, one (1) Police Officer and one (1) Firefighter position, assigned to the East Bay's Terrorism Early Warning Group, and

**WHEREAS**, The grant will fund one (1) full-time (FTE) position assigned to the grant management team for financial and programmatic management of the entire Bay Area SUASI FY 2006 grant award, and

**WHEREAS**, Central Services Overhead (CSO) should be waived for the positions funded under this grant to ensure funding availability for grant expenses; and

**WHEREAS**, specific equipment, supplies and contracting services on the federally authorized expenditure list (AEL) and in the grant guidance that support the SUASI grant purposes will be determined and purchased; and

**WHEREAS**, the City of Oakland is committed to cooperating with our regional partners to detect, prevent, prepare for, respond to, and recover from disasters – both natural and human-made; and

**WHEREAS**, the City of Oakland is committed to effectively carry out the programs of the FY 2006 SUASI grant and to sustain programs made with previous years' UASI grants; now, therefore be it

**RESOLVED:** That the City Council authorizes the City Administrator or her designee to enter into an Agreement with the City and County of San Francisco for the distribution of one million three hundred eighty thousand five hundred eighty one dollars (\$1,380,581.00) in FY 2006 SUASI Grant funds; and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to accept and appropriate the FY 2006 SUASI Grant funds into U.S. Department of Homeland Security Fund (2123) and Office of Emergency Services Org. (20711); and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to approve the preliminary spending plan and that the spending plan includes allocations for four (4) fulltime (FTEs) positions, one Police Officer and one Firefighter for the East Bay Terrorist Early Warning Group (TEWG), and one fulltime (FTE) position for the SUASI Management Team, and emergency preparedness equipment, supplies and contract services listed on the federal authorized equipment list and approved in the grant guidance; and be it

**FURTHER RESOLVED:** That Central Services Overhead fees in the amount of sixty thousand one hundred forty seven thousand (\$60,147) are hereby waived for the US Department of Homeland Security Fund 2123 to ensure availability for grant expenses; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to administer and award contracts to spend the funding as allocated in the spending plan without further City Council authorization, including contracts involving the purchase of goods, materials, equipment, services or combination thereof that exceed the City Administrator's purchase authority, provided the City's bidding requirements and purchasing programs/policies are followed; 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, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

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

NOES -

ABSENT -

ABSTENTION -

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 2006 UASI REGIONAL FUNDS**

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**THIS AGREEMENT** is made this **MAY 1, 2007**, in the City and County of San Francisco, State of California, by and between **THE CITY OF OAKLAND** ("City of Oakland") and acting by and through the Oakland Fire Department Office of Emergency Services ("OAKLAND OES") the **CITY AND COUNTY OF SAN FRANCISCO**, a municipal corporation ("San Francisco") acting by and through the San Francisco Department of Emergency Management ("SFDEM").

**WITNESSETH:**

**WHEREAS**, San Francisco has been designated as the fiscal agent for the consolidated San Jose, Oakland, and San Francisco Urban Area for purposes of the Fiscal Year 2006 UASI grant program; and

**WHEREAS**, San Francisco desires to distribute a portion of the regional grant funds to the City of Oakland on the terms and conditions set forth herein;

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants contained in this Agreement and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

**ARTICLE 1  
DEFINITIONS**

1.1 **Specific Terms.** Unless the context requires otherwise, the following capitalized terms (whether singular or plural) shall have the meanings set forth below:

(a) "**Authorized Expenditures**" shall mean expenditures for those purposes identified and budgeted in Appendix A.

(b) "**Event of Default**" shall have the meaning set forth in Section 7.1.

(c) "**Fiscal Quarter**" shall mean each period of three calendar months commencing on July 1, October 1, January 1, and April 1, respectively.

(d) "**Grant Funds**" shall mean any and all funds allocated or disbursed to the City of Oakland under this Agreement.

(e) "**Grant Plan**" shall mean the budget attached hereto as part of Appendix A and the Grant Assurances included in Appendix B.

(f) "**Indemnified Parties**" shall mean: (i) San Francisco, including SFDEM and all commissions, departments, agencies, and other subdivisions of San Francisco; (ii) San Francisco's elected officials, directors, officers, employees, agents, successors, and assigns; and (iii) all persons or entities acting on behalf of the foregoing.

(g) "**Losses**" shall mean any and all liabilities, obligations, losses, damages, penalties, claims, actions, suits, judgments, fees, expenses, and costs of whatsoever kind and nature (including legal fees and expenses and costs of investigation, of prosecuting or defending any Loss described above) whether or not such Loss be founded or unfounded, of whatsoever kind and nature.

(f) "**Reimbursement Request**" shall have the meaning set forth in Section 3.9.

## ARTICLE 2 APPROPRIATION AND CERTIFICATION OF GRANT FUNDS; LIMITATIONS ON SAN FRANCISCO'S OBLIGATIONS

2.1 **Risk of Non-Appropriation of Grant Funds**. This Agreement is subject to the budget and fiscal provisions of the San Francisco Charter. San Francisco shall have no obligation to make appropriations for this Agreement in lieu of appropriations for new or other agreements. The City of Oakland acknowledges that San Francisco budget decisions are subject to the discretion of its Mayor and Board of Supervisors. The City of Oakland assumes all risk of possible non-appropriation or non-certification of funds and such assumption is part of the consideration for this Agreement.

2.2 **Certification of Controller; Guaranteed Maximum Costs**. No funds shall be available under this Agreement until prior written authorization certified by the San Francisco Controller. In addition, as set forth in Section 21.10-1 of the San Francisco Administrative Code:

(a) San Francisco's obligations hereunder shall not at any time exceed the amount certified by the Controller for the purpose and period stated in such certification.

(b) Except as may be provided by San Francisco ordinances governing emergency conditions, San Francisco and its employees and officers are not authorized to request the City of Oakland to perform services or to provide materials, equipment and supplies that would result in the City of Oakland performing services or providing materials, equipment and supplies that are beyond the scope of the services, materials, equipment and supplies specified in this Agreement unless this Agreement is amended in writing and approved as required by law to authorize the additional services, materials, equipment or supplies. San Francisco is not required to pay the City of Oakland for services, materials, equipment or supplies that are provided by the City of Oakland which are beyond the scope of the services, materials, equipment and supplies agreed upon herein and which were not approved by a written amendment to this Agreement having been lawfully executed by San Francisco.

(c) San Francisco and its employees and officers are not authorized to offer or promise to the City of Oakland additional funding for this Agreement which would exceed the maximum amount of funding provided for herein. Additional funding for this Agreement in excess of the maximum provided herein shall require lawful approval and certification by the Controller. San Francisco is not required to honor any offered or promised additional funding which exceeds the maximum provided in this Agreement which requires lawful approval and certification of the Controller when the lawful approval and certification by the Controller has not been obtained.

(d) The Controller is not authorized to make payments on any agreement for which funds have not been certified as available in the budget or by supplemental appropriation.

2.3 **Automatic Termination for Nonappropriation of Funds.** This Agreement shall automatically terminate, without penalty, liability or expense of any kind to San Francisco, at the end of any Fiscal Year if funds are not appropriated for the next succeeding Fiscal Year. If funds are appropriated for a portion of any Fiscal Year, this Agreement shall terminate, without penalty, liability or expense of any kind to San Francisco, at the end of such portion of the Fiscal Year.

2.4 **SUPERSEDURE OF CONFLICTING PROVISIONS.** IN THE EVENT OF ANY CONFLICT BETWEEN ANY OF THE PROVISIONS OF THIS ARTICLE 2 AND ANY OTHER PROVISION OF THIS AGREEMENT, THE APPLICATION DOCUMENTS OR ANY OTHER DOCUMENT OR COMMUNICATION RELATING TO THIS AGREEMENT, THE TERMS OF THIS ARTICLE 2 SHALL GOVERN.

### ARTICLE 3 PERFORMANCE OF THE AGREEMENT

3.1 **Duration of Term.** The term of this Agreement shall commence on **JANUARY 1, 2007** and shall end at 11:59 p.m. San Francisco time on **DECEMBER 31, 2007,** provided that San Francisco may extend the duration of this agreement and any duration of the agreement and any deadlines for performance up to thirty (30) days.

3.2 **Maximum Amount of Funds.** In no event shall the amount of Funds disbursed hereunder exceed **ONE MILLION, THREE HUNDRED EIGHTY THOUSAND FIVE HUNDRED EIGHTY ONE AND 00/100 DOLLARS, (\$1,380,581.00).**

3.3 **Use of Funds.** The City of Oakland shall use the funds received under this agreement only for the purposes and in the amounts set forth in Appendix A and for no other purpose. The City of Oakland shall comply with requirements set forth in Appendix D for Citizen Preparedness Projects.

3.4 **Grant Assurances; Cooperation with Monitoring.** The City of Oakland shall comply with all Grant Assurances included in Appendix B. The City of Oakland shall promptly comply with all standards, specifications and formats of San Francisco, as they may from time to time exist, related to evaluation, planning and monitoring of the Grant Plan and shall cooperate in good faith with San Francisco in any evaluation, planning or monitoring activities conducted or authorized by San Francisco.

3.5 **EEOP Requirements.** The City of Oakland shall, if required, submit an Equal Employment Opportunity Plan (EEOP) to the Department of Justice's Office of Civil Rights (OCR) in accordance with the OCR letter dated July 29, 2002, with a copy of the cover letter to SFDEM.

3.6 **Record-Keeping.** The City of Oakland shall establish and maintain property, programmatic and financial records in accordance with the grant record requirements, and:

Maintain financial management systems that support grant activities in accordance with Title 28, Code of Federal Regulations (CFR), Part 66.20, and DOJ Financial Guide, Part II, Chapter 3.



Maintain an equipment tracking system that includes the components identified in 28 CFR Parts 66.32 and 66.33, and DOJ Financial Guide, Part III, Chapter 6.

Retain records in accordance with retention requirements contained in Chapter Two—State Policies and Requirements—California Public Records Act, of the OES FY06 Homeland Security Grant Program, California Supplement to Federal Program Guidelines and Application Kit, dated April 3, 2006.

3.7 **Procurement Requirements.** The City of Oakland shall follow its own procurement requirements as long as those requirements meet the federal requirements at a minimum. *Federal procurement requirements for this grant may be found in: OMB Circular A-102; Title 28, CFR, Part 66.36; and DOJ Financial Guide, Part III, Chapter 10.*

3.8 **Monitoring Grant Performance.** SFDEM may perform periodic reviews of the City of Oakland's grant performance, including on-site visits. These reviews may include, but are not limited to:

Comparing actual grant activities to those specified in Appendix A; and,

Confirming compliance with: Grant Assurances; information provided on performance reports; Urban Area Homeland Strategies; and, Transit Security and Emergency Preparedness Plans.

3.9 **Disbursement Procedures.** Funds shall be disbursed to the City of Oakland as follows:

(a) The City of Oakland shall submit to SFDEM, in the manner specified for notices pursuant to Article 9, a document (a "Reimbursement Request") substantially in the form attached as Appendix C. Any Reimbursement Request that is submitted and is not approved by SFDEM shall be returned by SFDEM to the City of Oakland with a brief statement of the reason for SFDEM's rejection of such Reimbursement Request. If any such rejection relates only to a portion of the expenditures itemized in such Reimbursement Request, SFDEM shall have no obligation to disburse any Funds for any other expenditures itemized in such Reimbursement Request unless and until the City of Oakland submits a Reimbursement Request that is in all respects acceptable to SFDEM.

(b) SFDEM shall make all disbursements of Grant Funds pursuant to this Section by check payable to the City of Oakland, sent via U.S. mail in accordance with Article 9, unless SFDEM otherwise agrees in writing, in its sole discretion. SFDEM shall make disbursements of Grant Funds no more than once during each **FISCAL QUARTER**.

3.10 **Disallowance.** The City of Oakland agrees that if it claims or receives reimbursement from SFDEM for an expenditure which is later disallowed by the state or federal government, the City of Oakland shall promptly refund the disallowed amount to SFDEM upon SFDEM's request. At its option, SFDEM may offset all or any portion of the disallowed amount against any other payment due to the City of Oakland hereunder. Any such offset with respect to a portion of the disallowed amount shall not release the City of Oakland from the City of Oakland's obligation hereunder to refund the remainder of the disallowed amount.

**ARTICLE 4**  
**REPORTING REQUIREMENTS; AUDITS**

4.1 **Regular Reports.** The City of Oakland shall provide, in a prompt and timely manner, financial, operational and other reports, as requested by the SFDEM, in form and substance satisfactory to SFDEM. Such reports, including any copies, shall be submitted on recycled paper and printed on double-sided pages, to the maximum extent possible.

4.2 **Notification of Defaults or Changes in Circumstances.** The City of Oakland shall notify SFDEM immediately of (a) any Event of Default or event that, with the passage of time, would constitute an Event of Default; and (b) any change of circumstances that would cause any of the representations and warranties contained in Article 5 to be false or misleading at any time during the term of this Agreement.

4.3 **Books and Records.** The City of Oakland shall establish and maintain accurate files and records of all aspects of the Grant Plan and the matters funded in whole or in part with Grant Funds during the term of this Agreement. Without limiting the scope of the foregoing, the City of Oakland shall establish and maintain accurate financial books and accounting records relating to Authorized Expenditures and to Grant Funds received and expended under this Agreement, together with all invoices, documents, payrolls, time records and other data related to the matters covered by this Agreement, whether funded in whole or in part with Grant Funds. The City of Oakland shall maintain all of the files, records, books, invoices, documents, payrolls and other data required to be maintained under this Section in a readily accessible location and condition for a period of not less than five (5) years after final payment under this Agreement or until any final audit has been fully completed, whichever is later.

4.4 **Inspection and Audit.** The City of Oakland shall make available to SFDEM, its employees and authorized representatives, during regular business hours all of the files, records, books, invoices, documents, payrolls and other data required to be established and maintained by the City of Oakland under Section 4.3. The City of Oakland shall permit SFDEM, its employees and authorized representatives to inspect, audit, examine and make excerpts and transcripts from any of the foregoing. The rights of SFDEM pursuant to this Section shall remain in effect so long as the City of Oakland has the obligation to maintain such files, records, books, invoices, documents, payrolls and other data under this Article 4.

**ARTICLE 5**  
**REPRESENTATIONS AND WARRANTIES**

The City of Oakland represents and warrants each of the following as of the date of this Agreement and at all times throughout the term of this Agreement:

5.1 **No Misstatements.** No document furnished or to be furnished by the City of Oakland to SFDEM in connection with this Agreement, any Reimbursement Request or any other document relating to any of the foregoing, contains or will contain any untrue statement of material fact or omits or will omit a material fact necessary to make the statements contained therein not misleading, under the circumstances under which any such statement shall have been made.

5.2 **Eligibility to Receive Federal Funds.** By executing this Agreement, the City of Oakland certifies that the City of Oakland is not suspended, debarred or otherwise excluded from

participation in federal assistance programs. The City of Oakland acknowledges that this certification of eligibility to receive federal funds is a material term of the Agreement.

## **ARTICLE 6 INDEMNIFICATION AND GENERAL LIABILITY**

6.1 **Indemnification**. The City of Oakland shall indemnify, protect, defend and hold harmless each of the Indemnified Parties from and against any and all Losses arising from, in connection with or caused by: (a) a material breach of this Agreement by the City of Oakland; (b) a material breach of any representation or warranty of the City of Oakland contained in this Agreement; (c) any personal injury caused, directly or indirectly, by any act or omission of the City of Oakland or its employees, subgrantees or agents; (d) any property damage caused, directly or indirectly by any act or omission of the City of Oakland or its employees, subgrantees or agents; (e) the use, misuse or failure of any equipment or facility used by the City of Oakland, or by any of its employees, subgrantees or agents, regardless of whether such equipment or facility is furnished, rented or loaned to the City of Oakland by an Indemnified Party; (f) any tax, fee, assessment or other charge for which the City of Oakland is responsible under Section 10.5; or (g) any infringement of patent rights, copyright, trade secret or any other proprietary right or trademark of any person or entity in consequence of the use by any Indemnified Party of any goods or services furnished to such Indemnified Party in connection with this Agreement. The City of Oakland's obligations under the immediately preceding sentence shall apply to any Loss that is caused in whole or in part by the active or passive negligence of any Indemnified Party, but shall exclude any Loss caused solely by the willful misconduct of the Indemnified Party. The foregoing indemnity shall include, without limitation, reasonable fees of attorneys, consultants and experts and related costs and San Francisco's costs of investigating any claims against San Francisco.

6.2 **Duty to Defend; Notice of Loss**. The City of Oakland acknowledges and agrees that its obligation to defend the Indemnified Parties under Section 6.1: (a) is an immediate obligation, independent of its other obligations hereunder; (b) applies to any Loss which actually or potentially falls within the scope of Section 6.1, regardless of whether the allegations asserted in connection with such Loss are or may be groundless, false or fraudulent; and (c) arises at the time the Loss is tendered to the City of Oakland by the Indemnified Party and continues at all times thereafter. The Indemnified Party shall give the City of Oakland prompt notice of any Loss under Section 6.1 and the City of Oakland shall have the right to defend, settle and compromise any such Loss; provided, however, that the Indemnified Party shall have the right to retain its own counsel at the expense of the City of Oakland if representation of such Indemnified Party by the counsel retained by the City of Oakland would be inappropriate due to conflicts of interest between such Indemnified Party and the City of Oakland. An Indemnified Party's failure to notify the City of Oakland promptly of any Loss shall not relieve the City of Oakland of any liability to such Indemnified Party pursuant to Section 6.1, unless such failure materially impairs the City of Oakland's ability to defend such Loss. The City of Oakland shall seek the Indemnified Party's prior written consent to settle or compromise any Loss if the City of Oakland contends that such Indemnified Party shares in liability with respect thereto.

6.3 **Incidental and Consequential Damages**. Losses covered under this Article 6 shall include any and all incidental and consequential damages resulting in whole or in part from the City of Oakland's acts or omissions. Nothing in this Agreement shall constitute a waiver or limitation of any rights that any Indemnified Party may have under applicable law with respect to such damages.

6.4 **LIMITATION ON LIABILITY OF SAN FRANCISCO.** SAN FRANCISCO'S OBLIGATIONS UNDER THIS AGREEMENT SHALL BE LIMITED TO THE AGGREGATE AMOUNT OF GRANT FUNDS ACTUALLY DISBURSED HEREUNDER. NOTWITHSTANDING ANY OTHER PROVISION CONTAINED IN THIS AGREEMENT OR ANY OTHER DOCUMENT OR COMMUNICATION RELATING TO THIS AGREEMENT, IN NO EVENT SHALL CITY BE LIABLE, REGARDLESS OF WHETHER ANY CLAIM IS BASED ON CONTRACT OR TORT, FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES, INCLUDING LOST PROFITS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, THE GRANT FUNDS, THE GRANT PLAN OR ANY ACTIVITIES PERFORMED IN CONNECTION WITH THIS AGREEMENT.

## ARTICLE 7 EVENTS OF DEFAULT AND REMEDIES

7.1 **Events of Default.** The occurrence of any one or more of the following events shall constitute an "Event of Default" under this Agreement:

(a) **False Statement.** Any statement, representation or warranty contained in this Agreement, in any Reimbursement Request, or in any other document submitted to SFDEM under this Agreement is found by SFDEM to be false or misleading.

(b) **Failure to Perform Other Covenants.** The City of Oakland fails to perform or breaches any provision or covenant of this Agreement to be performed or observed by the City of Oakland as and when performance or observance is due and such failure or breach continues for a period of ten (10) days after the date on which such performance or observance is due.

(c) **Failure to Comply with Applicable Laws.** The City of Oakland fails to perform or breaches any of the terms or provisions of Article 12.

(d) **Voluntary Insolvency.** The City of Oakland (i) is generally not paying its debts as they become due, (ii) files, or consents by answer or otherwise to the filing against it of, a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction, (iii) makes an assignment for the benefit of its creditors, (iv) consents to the appointment of a custodian, receiver, trustee or other officer with similar powers of the City of Oakland or of any substantial part of the City of Oakland's property or (v) takes action for the purpose of any of the foregoing.

(e) **Involuntary Insolvency.** Without consent by the City of Oakland, a court or government authority enters an order, and such order is not vacated within ten (10) days, (i) appointing a custodian, receiver, trustee or other officer with similar powers with respect to the City of Oakland or with respect to any substantial part of the City of Oakland's property, (ii) constituting an order for relief or approving a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction or (iii) ordering the dissolution, winding-up or liquidation of the City of Oakland.

7.2 **Remedies Upon Event of Default.** Upon and during the continuance of an Event of Default, SFDEM may do any of the following, individually or in combination with any other remedy:

(a) **Termination.** SFDEM may terminate this Agreement by giving a written termination notice to the City of Oakland and, on the date specified in such notice, this Agreement shall terminate and all rights of the City of Oakland hereunder shall be extinguished. In the event of such termination, the City of Oakland will be paid for Authorized Expenditures in any Reimbursement Request that was submitted and approved by SFDEM prior to the date of termination specified in such notice.

(b) **Withholding of Grant Funds.** SFDEM may withhold all or any portion of Grant Funds not yet disbursed hereunder, regardless of whether the City of Oakland has previously submitted a Reimbursement Request or whether SFDEM has approved the disbursement of the Grant Funds requested in any Reimbursement Request. Any Grant Funds withheld pursuant to this Section and subsequently disbursed to the City of Oakland after cure of applicable Events of Default shall be disbursed without interest.

(c) **Return of Grant Funds.** SFDEM may demand the immediate return of any previously disbursed Grant Funds that have been claimed or expended by the City of Oakland in breach of the terms of this Agreement, together with interest thereon from the date of disbursement at the maximum rate permitted under applicable law.

7.3 **Remedies Nonexclusive.** Each of the remedies provided for in this Agreement may be exercised individually or in combination with any other remedy available hereunder or under applicable laws, rules and regulations. The remedies contained herein are in addition to all other remedies available to SFDEM at law or in equity by statute or otherwise and the exercise of any such remedy shall not preclude or in any way be deemed to waive any other remedy.

## **ARTICLE 8 ASSIGNMENTS**

8.1 **No Assignment by the City of Oakland.** The City of Oakland shall not, either directly or indirectly, assign, transfer, hypothecate, subcontract or delegate all or any portion of this Agreement or any rights, duties or obligations of the City of Oakland hereunder without the prior written consent of SFDEM; provided, however, that those subcontracts specifically referenced in Appendix A shall not require the consent of SFDEM. This Agreement shall not, nor shall any interest herein, be assignable as to the interest of the City of Oakland involuntarily or by operation of law without the prior written consent of SFDEM. A change of ownership or control of the City of Oakland or a sale or transfer of substantially all of the assets of the City of Oakland shall be deemed an assignment for purposes of this Agreement.

8.2 **Agreement Made in Violation of this Article.** Any agreement made in violation of Section 8.1 shall confer no rights on any person or entity and shall automatically be null and void.

**ARTICLE 9  
NOTICES AND OTHER COMMUNICATIONS**

9.1 **Requirements.** Unless otherwise specifically provided herein, all notices, consents, directions, approvals, instructions, requests and other communications hereunder shall be in writing, shall be addressed to the person and address set forth below and shall be (a) deposited in the U.S. mail, first class, certified with return receipt requested and with appropriate postage, (b) hand delivered or (c) sent via facsimile (if a facsimile number is provided below):

If to the SFDEM or San Francisco:

**SAN FRANCISCO DEPARTMENT OF  
EMERGENCY MANAGEMENT  
1011 TURK STREET  
San Francisco, CA 94102  
Attn: LAURA PHILLIPS, EXECUTIVE DIRECTOR  
Facsimile No. (415) 431-7500**

If to the Oakland OES or City of Oakland:

**OAKLAND FIRE DEPARTMENT OES  
1605 Martin Luther King, Jr. Way, 2<sup>ND</sup> Floor  
Oakland CA, 94612  
Attn: RENEE DOMINGO, DIRECTOR OF OES AND  
HOMELAND SECURITY  
Facsimile No. 510-986-2821**

9.2 **Effective Date.** All communications sent in accordance with Section 9.1 shall become effective on the date of receipt. Such date of receipt shall be determined by: (a) if mailed, the return receipt, completed by the U.S. postal service; (b) if sent via hand delivery, a receipt executed by a duly authorized agent of the party to whom the notice was sent; or (c) if sent via facsimile, the date of telephonic confirmation of receipt by a duly authorized agent of the party to whom the notice was sent or, if such confirmation is not reasonably practicable, the date indicated in the facsimile machine transmission report of the party giving such notice.

9.3 **Change of Address.** From time to time any party hereto may designate a new address for purposes of this Article 9 by notice to the other party.

**ARTICLE 10  
MISCELLANEOUS**

10.1 **No Waiver.** No waiver by SFDEM or San Francisco of any default or breach of this Agreement shall be implied from any failure by SFDEM or San Francisco to take action on account of such default if such default persists or is repeated. No express waiver by SFDEM or San Francisco shall affect any default other than the default specified in the waiver and shall be operative only for the time and to the extent therein stated. Waivers by San Francisco or the Agency of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition. The consent or approval by SFDEM or San Francisco of any action requiring further consent or approval shall not be

deemed to waive or render unnecessary the consent or approval to or of any subsequent similar act.

10.2 **Modification**. This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement.

10.3 **Administrative Remedy for Agreement Interpretation**. Should any question arise as to the meaning or intent of this Agreement, the question shall, prior to any other action or resort to any other legal remedy, be referred to the Executive Director of SFDEM who shall decide the true meaning and intent of the Agreement. Such decision shall be final and conclusive.

10.4 **Governing Law; Venue**. The formation, interpretation and performance of this Agreement shall be governed by the laws of the State of California, without regard to its conflict of laws principles. Venue for all litigation relative to the formation, interpretation and performance of this Agreement shall be in San Francisco.

10.5 **The City of Oakland to Pay All Taxes**. The City of Oakland shall pay to the appropriate governmental authority, as and when due, any and all taxes, fees, assessments or other governmental charges, including possessory interest taxes and California sales and use taxes, levied upon or in connection with this Agreement, the Grant Plan, the Grant Funds or any of the activities contemplated by this Agreement.

10.6 **Headings**. All article and section headings and captions contained in this Agreement are for reference only and shall not be considered in construing this Agreement.

10.7 **Entire Agreement**. This Agreement sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. The following Appendices are attached to and a part of this Agreement:

- Appendix A, Authorized Expenditures
- Appendix B, Grant Assurances
- Appendix C, Form of Funding Request

10.8 **Certified Resolution of Signatory Authority**. Upon request of San Francisco, the City of Oakland shall deliver to San Francisco a copy of the corporate resolution(s) authorizing the execution, delivery and performance of this Agreement, certified as true, accurate and complete by the secretary or assistant secretary of the City of Oakland.

10.9 **Severability**. Should the application of any provision of this Agreement to any particular facts or circumstances be found by a court of competent jurisdiction to be invalid or unenforceable, then (a) the validity of other provisions of this Agreement shall not be affected or impaired thereby, and (b) such provision shall be enforced to the maximum extent possible so as to effect the intent of the parties and shall be reformed without further action by the parties to the extent necessary to make such provision valid and enforceable.

10.10 **Successors; No Third-Party Beneficiaries**. Subject to the terms of Article 8, the terms of this Agreement shall be binding upon, and inure to the benefit of, the parties hereto and their successors and assigns. Nothing in this Agreement, whether express or implied, shall be construed to give any person or entity (other than the parties hereto and their respective successors and assigns and, in the case of Article 6, the Indemnified Parties) any legal or

equitable right, remedy or claim under or in respect of this Agreement or any covenants, conditions or provisions contained herein.

10.11 **Survival of Terms**. The obligations of the City of Oakland and the terms of the following provisions of this Agreement shall survive and continue following expiration or termination of this Agreement: Sections 4.3 and 4.4, Article 6, this Article 10, and the Grant Assurances of Appendix B.

10.12 **Further Assurances**. From and after the date of this Agreement, the City of Oakland agrees to do such things, perform such acts, and make, execute, acknowledge and deliver such documents as may be reasonably necessary or proper and usual to complete the transactions contemplated by this Agreement and to carry out the purpose of this Agreement in accordance with this Agreement.

## **ARTICLE 11 INSURANCE**

11.1 **Types and Amounts of Coverage**. Without limiting the City of Oakland's liability pursuant to Article 10, the City of Oakland shall maintain in force, during the full term of this Agreement, insurance in the following amounts and coverages:

(a) Workers' Compensation, in statutory amounts, with Employers' Liability Limits not less than one million dollars (\$1,000,000) each accident.

(b) Commercial General Liability Insurance with limits not less than one million dollars (\$1,000,000) each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations.

(c) Commercial Automobile Liability Insurance with limits not less than one million dollars (\$1,000,000) each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.

11.2 **Additional Requirements for General and Automobile Coverage**. Commercial General Liability and Business Automobile Liability insurance policies shall:

(a) Name as additional insured City and its officers, agents and employees.

(b) Provide that such policies are primary insurance to any other insurance available to the Additional Insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought, except with respect to limits of liability.

11.3 **Additional Requirements for All Policies**. All policies shall provide at least thirty (30) days' advance written notice to City of cancellation or reduction in coverage mailed to City's address for notices pursuant to Article 9.

11.4 **Required Post-Expiration Coverage**. Should any of the insurance required hereunder be provided under a claims-made form, the City of Oakland shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three (3) years beyond the expiration or termination of this Agreement, to the effect that, should



occurrences during the term hereof give rise to claims made after expiration or termination of the Agreement, such claims shall be covered by such claims-made policies.

**11.5 General Annual Aggregate Limit/Inclusion of Claims Investigation or Legal Defense Costs.** Should any of the insurance required hereunder be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general annual aggregate limit shall be double the occurrence or claims limits specified above.

**11.6 Evidence of Insurance.** Before commencing any operations under this Agreement, the City of Oakland shall furnish to City certificates of insurance, and additional insured policy endorsements, in form and with insurers satisfactory to City, evidencing all coverages set forth above, and shall furnish complete copies of policies promptly upon City's request. Before commencing any operations under this Agreement, the City of Oakland shall do the following: (a) furnish to City certificates of insurance and additional insured policy endorsements with insurers with ratings comparable to A-, VII or higher, that are authorized to do business in the State of California, and that are satisfactory to City, in form evidencing all coverages set forth above, and (b) furnish complete copies of policies promptly upon City request.

**11.7 Effect of Approval.** Approval of any insurance by City shall not relieve or decrease the liability of the City of Oakland hereunder.

**11.8 Authority to Self-Insure.** Nothing in this Agreement shall preclude the City of Oakland from self-insuring all or part of the insurance requirements in this Article. However, the City of Oakland shall provide proof of self-insurance, in a form acceptable to San Francisco, in the amounts of each line of self-insurance.

## **ARTICLE 12 COMPLIANCE**

**12.1 Nondiscrimination.** In the performance of this Agreement, the City of Oakland agrees not to discriminate against any employee, San Francisco employee working with such grantee or subgrantee, applicant for employment with such grantee or subgrantee, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.

**12.2 Conflict of Interest.** Through its execution of this Agreement, the City of Oakland acknowledges that it is familiar with the provisions of Section 87100 et seq. and Section 1090 et seq. of the Government Code of the State of California, and certifies that it does not know of any facts which constitutes a violation of said provisions and agrees that it will immediately notify San Francisco if it becomes aware of any such fact during the term of this Agreement.

**12.3 Compliance with ADA.** The City of Oakland acknowledges that, pursuant to the ADA, programs, services and other activities provided by a public entity to the public, whether directly or through a grantee or contractor, must be accessible to the disabled public. The City of

Oakland shall not discriminate against any person protected under the ADA in connection with all or any portion of the Grant Plan and shall comply at all times with the provisions of the ADA.

**12.4 Prohibition on Political Activity with City Funds**. In accordance with San Francisco Administrative Code Chapter 12.G, the City of Oakland may not participate in, support, or attempt to influence any political campaign for a candidate or for a ballot measure (collectively, "Political Activity") in the performance of the services provided under this Agreement. The City of Oakland agrees to comply with San Francisco Administrative Code Chapter 12.G and any implementing rules and regulations promulgated by San Francisco's Controller. The terms and provisions of Chapter 12.G are incorporated herein by this reference. In the event Contractor violates the provisions of this section, San Francisco may, in addition to any other rights or remedies available hereunder, (i) terminate this Agreement, and (ii) prohibit the City of Oakland from bidding on or receiving any new City contract for a period of two (2) years. The Controller will not consider the City of Oakland's use of profit as a violation of this section.

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

CITY:

**SAN FRANCISCO DEPARTMENT OF  
EMERGENCY MANAGEMENT**

**CITY OF OAKLAND**

By:

By:

\_\_\_\_\_  
LAURA PHILLIPS  
EXEC. DIRECTOR

\_\_\_\_\_  
DEBORAH EDGERLY  
CITY ADMINISTRATOR

Federal Tax ID #:

94-6000384

**Approved as to Form:**

**Approved as to Form and Legality:**

Dennis J. Herrera  
City Attorney

By: \_\_\_\_\_  
Deputy City Attorney

By: \_\_\_\_\_  
Deputy City Attorney

**Appendix A—Authorized Expenditures**

ENTITY: CITY OF OAKLAND

<b>SUASI PROJECT TITLE</b>	<b>*SOLUTION AREA</b>	<b>Program Description</b>	<b>AMOUNT</b>
<u>Project A</u> Regional Collaboration	Planning	Support for emergency management to complete Core City planning requirements	\$1,000,000
<u>Project H</u> Information Sharing and Collaboration	Planning	Support Personnel assigned to the East Bay Terrorism Early Warning Group	\$150,000
<u>Project L</u> Management and Administration	M&A	SUASI Management Team member salary and benefits (April 1, 2007 – December 31, 2007)	\$130,581
<u>Project K</u> Management and Administration	M&A	SUASI Management Team office supplies and equipment	\$100,000
		<b>Total Allocation</b>	<b>\$1,380,581</b>

\*Descriptions of authorized expenditures under the SOLUTION AREA are in the following documents:

- *FY 2006 Homeland Security Grant Program, Program Guidance and Application Kit*  
<http://www.ojp.gov/odp/docs/fy2006hsgp.pdf>
- *California Supplement to Federal Program Guidance and Application Kit*  
[http://www.homeland.ca.gov/pdf/FY\\_06\\_California\\_Supplement\\_to\\_Federal\\_Program\\_Guidelines.pdf](http://www.homeland.ca.gov/pdf/FY_06_California_Supplement_to_Federal_Program_Guidelines.pdf)

## Appendix B-- Grant Assurances

As the duly authorized representative of the City of Oakland, I certify that the Grantee:

1. Has the legal authority to apply for federal assistance, and has the institutional, managerial and financial capability to ensure proper planning, management and completion of the grant provided by the federal Department of Homeland Security and subgranted through the State of California.
2. Will assure that grant funds are only used for allowable, fair and reasonable costs.
3. Will give the federal government, the General Accounting Office, the Comptroller General of the United States, and if appropriate, the state, through any authorized representative, access to and the right to examine all paper or electronic records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or awarding agency directives.
4. Will provide progress reports and such other information as may be required by the awarding agency.
5. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
6. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have family, business or other ties.
7. Will comply, if applicable, with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
8. Will comply with all federal statues relating to nondiscrimination. These include but are not limited to:
  - a. Title VI of the Civil Rights Act of 1964 (P.L. 88-352), as amended, which prohibits discrimination on the basis of race, color or national origin;
  - b. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex;
  - c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibits discrimination on the basis of handicaps;
  - d. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age;

- e. The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255) as amended, relating to nondiscrimination on the basis of drug abuse;
  - f. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism.
  - g. §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
  - h. Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing;
  - i. Title 28, Code of Federal Regulations, Part 42, Subparts C, D, E and G;
  - j. Title 28, CFR, Part 35;
  - k. Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and
  - l. The requirements on any other nondiscrimination statute(s) which may apply to the application.
9. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally assisted programs. These requirements apply to all interested in real property acquired for project purposes regardless of federal participation in purchases.
10. Will comply, if applicable, with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following:
- a. institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
  - b. notification of violating facilities pursuant to EO 11738;
  - c. protection of wetlands pursuant to EO 11990;
  - d. evaluation of flood hazards in floodplains in accordance with EO 11988;

- e. assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
  - f. conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.);
  - g. protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523);
  - h. protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205); and
  - i. California Environmental Quality Act (CEQA), California Public Resources Code Sections 21080-21098; California Code of Regulations, Title 14, Chapter 3, Sections 15000-15007.
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with Standardized Emergency Management System (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, Section 8607.1(e) and CCR Title 19, Sections 2445, 2446, 2447 and 2448.
15. Has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the applicant's application for federal assistance. Will, after the receipt of federal financial assistance, through the State of California, agree to the following:
- a. Promptly return to the State of California all the funds received which exceed the approved, actual expenditures as accepted by the federal or state government.
  - b. In the event the approved amount of the grant is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.
  - c. Separately account for interest earned on grant funds, and will return all interest earned, in excess of \$100 per federal fiscal year.
16. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Sections 4728-4763) relating to prescribed standards for merit systems for programs funded

under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

17. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
18. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
19. Will comply, if applicable, with the Laboratory Animal Welfare Act of 1966 (P. L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
20. Will comply with the minimum wage and maximum hour provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.
21. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Section 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction sub-agreements.
22. Will not make any award or permit any award (subgrant or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension."
23. Agrees that:
  - a. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
  - b. If any other funds than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or an employee of Congress, or employee of a Member of Congress in connection with the federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
  - c. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers including subgrants, contracts under grants and cooperative agreements, and subcontract(s) and that



all sub recipients shall certify and disclose accordingly.

- d. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

24. Agrees that equipment acquired or obtained with grant funds:

- a. Will be made available under the California Disaster and Civil Defense Master Mutual Aid Agreement in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the applicant.
- b. Is consistent with needs as identified in the State Homeland Security Strategy, and will be deployed in conformance with that Strategy.
- c. Will be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan.

25. Agrees that funds awarded under this grant will be used to supplement existing funds for program activities, and will not supplant (replace) non-federal funds.

26. Will comply with all applicable federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, and A-133, E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements contained in Title 28, Code of Federal Regulations, Part 66 or 70, that govern the application, acceptance and use of Federal funds for this federally-assisted project.

27. Will comply, and assure the compliance of all its subgrantees and contractors, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provision of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1, and all other applicable Federal laws, orders, circulars, or regulations.

28. Will comply with provisions of 28 CFR applicable to grants and cooperative agreements, including:

- a. Part 18, Administrative Review Procedures;
- b. Part 20, Criminal Justice Information Systems;
- c. Part 22, Confidentiality of Identifiable Research and Statistical Information;

- d. Part 23, Criminal Intelligence Systems Operating Policies;
  - e. Part 30, Intergovernmental Review of Department of Justice Programs and Activities;
  - f. Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services;
  - g. Part 38, Equal Treatment of Faith-Based Organizations;
  - h. Part 42, Nondiscrimination/Equal Employment Opportunities Policies and Procedures;
  - i. Part 61, Procedures for Implementing the National Environmental Policy Act;
  - j. Part 63, Floodplain Management and Wetland Protection Procedures
  - k. Part 64, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs;
  - l. Part 66, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;
  - m. Part 67, Government-Wide Debarment and Suspension (Non-Procurement);
  - n. Part 69, New Restrictions on Lobbying;
  - o. Part 70, Uniform Administrative Requirements for Grants and Cooperative Agreements (including sub awards) with Institutions of Higher Learning, Hospitals, and Other Non-Profit Organizations; and
  - p. Part 83, Government-Wide Requirements for a Drug Free Workplace (grants).
29. Will ensure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of this project are not listed in the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal Grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
30. Will comply with Subtitle A, Title II of the Americans with Disabilities Act (ADA) 1990.
31. Will, in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs.
32. Will provide an Equal Employment Opportunity Plan, if applicable, to the Department of Justice Office of Civil Rights within 60 days of grant award.

33. Will comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
34. Will comply, if applicable, with the provision of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.
35. Will comply with all applicable requirements of all other federal laws, executive orders, regulations, program and administrative requirements, policies and any other requirements governing this program.
36. Understands that failure to comply with any of the above assurances may result in suspension, termination or reduction of grant funds.
37. As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510:

(a) The applicant certifies that it and its principals:

- i. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- ii. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property.
- iii. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph 37(a)(ii) of this certification; and
- iv. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

(b) Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

38. As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620, the applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture,

distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about:

- i. The dangers of drug abuse in the workplace;
- ii. The grantee's policy of maintaining a drug-free workplace;
- iii. Any available drug counseling, rehabilitation, and employee assistance programs, and
- iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by Section 38.A..a;

(d) Notifying the employee in the statement required by Section 38.A..a that, as a condition of employment under the grant, the employer will:

- i. Abide by the terms of the statement; and
- ii. Notify the employer in writing of his or her conviction of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice  
Office of Justice Programs  
Attn: Control Desk  
633 Indiana Avenue, N.W.  
Washington, D.C. 20531

Notice shall include the identification number(s) of each grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation act of 1973, as amended; or
- ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

As the duly-authorized representative of the City of Oakland, I hereby certify that the City of Oakland will comply with the above certifications.

The undersigned represents that he/she is authorized by the City of Oakland to enter into this agreement for and on behalf of the said applicant.

Signature of Authorized Agent:

\_\_\_\_\_

Printed Name of Authorized Agent:

DEBORAH EDGERLY

Title: CITY ADMINISTRATOR

Date: \_\_\_\_\_

**Appendix C--Form of Reimbursement Request**

**REIMBURSEMENT REQUEST**

\_\_\_\_\_, 2007

San Francisco Department of Emergency Management  
1011 Turk Street  
San Francisco, CA 94102

Re: FY 06 UASI Grants

Pursuant to Section 3.9 of the Agreement Between the City and County of San Francisco and the City of Oakland for the Distribution of FY 2006 UASI Regional Funds (the "Agreement"), dated [date], between the City of Oakland ("the City of Oakland") and the City and County of San Francisco ("San Francisco"), the City of 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:                   \$ \_\_\_\_\_

The City of Oakland certifies that:

(a) The total amount of funds requested pursuant to this Funding Request will be used to reimburse the City of Oakland for Authorized Expenditures, which expenditures are set forth on the attached Schedule 1, to which is 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 2.2.

(d) The representations and warranties made in the Agreement are true and correct in all material respects as if made on the date hereof;

(e) No Event of Default has occurred and is continuing; and

(f) The undersigned is an officer of the City of Oakland authorized to execute this Reimbursement Request on behalf of the City 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:

Payee	Amount	Description
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The following are attached as part of this Schedule 1:

- (i) an invoice for each item of expenditure for which reimbursement is requested;
- (ii) the front and the back of canceled checks or other written evidence documenting the payment of each invoice;
- (iii) for expenditures which are wages or salaries, payroll registers containing a detailed breakdown of earnings and withholdings, together with both sides of canceled payroll checks evidencing payment thereof (unless payment has been made electronically).