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THE CITY CLERK  
OAKLAND

2013 JUN 27 PM 4:53  
CITY OF OAKLAND

## AGENDA REPORT

TO: Deanna J. Santana  
City Administrator

FROM: Teresa Deloach Reed  
Fire Chief

SUBJECT: FY2013 and FY2014  
UASI Grant Agreements

DATE: June 23, 2013

City Administrator  
Approval

*Deanna Santana*

Date

6/25/13

COUNCIL DISTRICT: City-Wide

### RECOMMENDATION

Staff recommends that the City Council Adopt Resolutions authorizing the City Administrator or her designee to:

- 1) Enter Into Two (2) Urban Area Security Initiative (UASI) Grant Administration Agreements with the City and County of San Francisco To Accept and Appropriate up to One Million Five Hundred Thousand Dollars (\$1,500,000) for Federal Fiscal Year 2013 (FY13) and up to One Million Five Hundred Dollars (\$1,500,000) for Federal Fiscal Year 2014 (FY14);
- 2) Administer the Federal FY 2013 and Federal FY2014 UASI Grants And All Programs Included As Part Of The Grant Performance and Requirements In Accordance to the Preliminary Spending Plan Including Purchases Of Equipment And Services In Excess of Her Purchasing Authority Without Further Council Review and Action For Equipment That Is On The Federally Authorized Equipment List (AEL) And Services Required By The Grant Provided That The City Bidding Requirements, Contracts and Purchasing Programs/Policies Are Followed;
- 3) Waive The City of Oakland Central Services Overhead (CSO) Fees That Is Approximately Thirty Thousand and Five Hundred Fifty Dollars (\$30,550) per fiscal year affiliated with the FY2013 and FY2014 UASI grants; and
- 4) Enter Into A Bay Area UASI Governance Agreement To Remain A Member Of The Bay Area UASI Approval Authority.

### EXECUTIVE SUMMARY

The Bay Area UASI Approval Authority is comprised of 11 members that represent three core cities: Oakland, San Jose, San Francisco; eight counties: Alameda, Santa Clara, San Francisco, Contra Costa, Marin, Monterey, San Mateo, Sonoma; and a California Emergency Management Agency (CalEMA) representative. This approval body is responsible for the overall oversight of the regional UASI grant funds and all affiliated programs, projects and activities.

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Since the FY 2006 UASI grant, the City and County of San Francisco has been the fiscal agent for all Bay Area UASI grants.

### OUTCOME

Passage of two resolutions will authorize the City Administrator or her designee to enter into two grant administration agreements with the City and County of San Francisco for the FY2013 UASI and FY2014 UASI grants for up to \$1,500,000 per Federal Fiscal Year. Council approval will also provide the City Administrator or her designee the authority to accept, administer, appropriate and expend the FY2013 and FY2014 Urban Area Security Initiative (UASI) Grant Program funding up to \$1.5 million for each grant year which includes and also requests reimbursement of the approved salaries and benefits, contracts and purchases.

Passage of a third resolution will authorize the City Administrator or her designee to enter into a UASI Governance body agreement as well as continue to be an active member of the Bay Area UASI Governance body. The City of Oakland has participated as a key Bay Area Core City in the UASI Approval Authority since approval of the FY 2006 UASI grant agreement.

Finally, Council's approval will allow City staff to meet all the new UASI grant performance requirements which were recently shortened by a 12-month time frame. The new performance period timeline, from January 1, 2014 to December 31, 2014, significantly reduces the staff time available to perform services, purchase equipment/supplies and meet grant requirements.

### BACKGROUND/LEGISLATIVE HISTORY

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 urban area for purposes of the UASI funding provided by the Federal government to high threat/high risk areas. The Bay Area UASI encompasses 10 versus 8 counties, three major cities, over 100 municipalities and involves an area of 8,800 square miles with significant critical infrastructure including three international airports, two major ports, international icons and centers of commerce and technology that are critical not only to the Bay Area economy, but also to national and global economies. The Bay Area UASI Metropolitan Statistical Area footprint contains over seven million residents.

### ANALYSIS

The purpose of the FY 2013 and FY 2014 United States Department of Homeland Security, Urban Area Security Initiative Grant (UASI) Programs, is to provide financial assistance to the San Francisco Bay Area Region 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

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Public Safety Committee  
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For questions regarding this report, please contact Renee Domingo, Director, Office of Emergency Services and Homeland Security at (510) 238-3939.

Respectfully submitted,



Teresa Deloach Reed  
Fire Chief

Prepared by:  
Renee A. Domingo, Division Manager  
Emergency Management Services Division

Item: 

Public Safety Committee  
July 9, 2013

2013 JUN 27 PM 4:54

# OAKLAND CITY COUNCIL

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

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR HER DESIGNEE TO:**

- 1) **ENTER INTO AN URBAN AREA SECURITY INITIATIVE (UASI) GRANT ADMINISTRATION AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO TO ACCEPT AND APPROPRIATE UP TO ONE MILLION FIVE HUNDRED DOLLARS (\$1,500,000) IN FISCAL YEAR 2013 UASI GRANT FUNDING; AND**
- 2) **ACCEPT, APPROPRIATE, AND ADMINISTER THE FY2013 UASI GRANT AND ALL PROGRAMS INCLUDED AS PART OF THE GRANT PERFORMANCE AND REQUIREMENTS IN ACCORDANCE TO THE PRELIMINARY SPENDING PLAN INCLUDING PURCHASES OF EQUIPMENT AND SERVICES IN EXCESS OF HER PURCHASING AUTHORITY WITHOUT FURTHER COUNCIL REVIEW AND ACTION FOR EQUIPMENT THAT IS ON THE FEDERALLY AUTHORIZED EQUIPMENT LIST (AEL) AND SERVICES REQUIRED BY THE GRANT PROVIDED THAT THE CITY BIDDING REQUIREMENTS, CONTRACTS AND PURCHASING PROGRAMS/POLICIES ARE FOLLOWED; AND**
- 3) **WAIVE THE CITY OF OAKLAND CENTRAL SERVICES OVERHEAD (CSO) FEES OF APPROXIMATELY THIRTY THOUSAND FIVE HUNDRED AND FIFTY DOLLARS (\$30,550) AFFILIATED WITH THE FY 2013 UASI GRANT**

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

**WHEREAS**, the City of Oakland FY2013 UASI grant proposal was approved by the Bay Area UASI Approval Authority and the City of Oakland is being awarded a grant allocation of up to one million five hundred thousand dollars (\$1,500,000), for Fiscal Year (FY) 2013 UASI as part of an investment for the regional planning, training, exercises, equipment, interoperable communications projects and initiatives; and

**WHEREAS**, the City and County of San Francisco is the Fiscal Agent for the FY 2013 UASI grant award and an agreement with the City and County of San Francisco is required for the distribution, administration, and reimbursement of grant funds to the City of Oakland; and

**WHEREAS**, the grant funds will provide funding of up to \$550,000 for four and a half (4.5) full-time equivalent (FTE) positions for the Oakland Fire Department's Emergency Management Services Division, for the FY 2013 UASI grant period of January 1, 2014 through December 31, 2014, or until funding is exhausted; and

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**WHEREAS**, the Fire Department, Emergency Management Services staffing is essential to ensure that Oakland is prepared for major terrorist incidents and natural disasters as well as to support the regional planning efforts and functions; and

**WHEREAS**, the FY 2013 UASI grant will also provide a grant subsidy for an existing Accountant III position in the Oakland Fire Department, Fire Administration staff will spend 10% of their time as a Resource Planner for the FY 2013 UASI grant program to assist in maximizing resources, budget and human capital; and

**WHEREAS**, Central Services Overhead (CSO) fees in the amount of approximately \$30,550 should be waived for the positions and any contract services that will be funded under this grant to ensure funding availability for grant expenses and to meet local grant concessions; and

**WHEREAS**, the grant designates that the amount of up to \$950,000 be expended for the purchase of specific equipment, supplies, and contracted services identified on the Federally Authorized Equipment List (“AEL”); and

**WHEREAS**, the grant designates that the amount of up to \$20,000 be expended for specific training, workshops and related travel costs and;

**WHEREAS**, some expenditures on the approved FY 2013 UASI spending plan may exceed the City Administrator’s purchasing authority, which is \$100,000.00, \$50,000.00 or \$15,000.00 depending on the type of product or service under Oakland’s Purchasing Ordinance, Oakland Municipal Code section 2.04.020; and

**WHEREAS**, staff recommends that the City Administrator or her designee be authorized to make all purchases and enter into contracts identified on the approved FY 2013 UASI spending plan without further review or action by the City Council, provided all such purchases and contracts are done in accordance with the City of Oakland purchasing and contracting requirements, policies, programs; and

**WHEREAS**, ongoing costs, such as maintenance for equipment or goods purchased with the FY 2013 UASI grant will be absorbed by each respective City of Oakland agency’s existing budget with no additional General Purpose Fund appropriation; and

**WHEREAS**, the City of Oakland is committed to cooperating with our regional partners to detect, prevent, prepare for, respond to, and recover from human-caused and natural disasters and to effectively carry out the programs of the FY 2013 UASI 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 the Bay Area UASI Grant Administration Agreement with the City and County of San Francisco for up to one million five hundred thousand dollars (\$1,500,000) for FY2013 UASI Grant funds; and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to accept and appropriate said FY2013 UASI Grant funds into U.S. Department of Homeland Security Fund (2123), Emergency Management Services Division Organization (20711), a grant project to be determined, and Emergency Management Services/Homeland Security Program (PS21); and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized administer said funds and to approve the preliminary spending plan and that the spending plan includes allocations for four and a half (4.5) full-time equivalent (FTE) positions, a 10% offset for one Accountant III position, for the FY2013 UASI grant period of January 1, 2014 through December 30, 2014, or until the grant funding is exhausted; and be it

**FURTHER RESOLVED:** That City of Oakland Central Services Overhead fees in the amount of \$30,550 are hereby waived for the US Department of Homeland Security Fund 2123 to ensure availability for grant expenses and to meet local grant guidelines; and be it

**FURTHER RESOLVED:** That the City of Oakland administrative fees such as central stores and contract assessment fees are hereby waived for the US Department of Homeland Security Fund 2123 to ensure availability for grant expenses and to meet local grant guidelines; and be it

**FURTHER RESOLVED:** That ongoing costs, such as maintenance for equipment or goods purchased with the FY2013 UASI grant will be absorbed in each of the respective City of Oakland agencies' existing budget with no additional General Purpose Fund appropriation; and

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to make all purchases of equipment and services identified on the FY 2013 UASI spending plan without further review or action by the City Council, including purchases that exceed the City Administrator's purchasing and contracting authority under Oakland Municipal Code section 2.04.020, provided all such purchases and contracts are done in accordance with City of Oakland purchasing and contracting requirements, policies, and programs; and be it

**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, \_\_\_\_\_

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN,

NOES -

ABSENT -

ABSTENTION -

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ATTEST: \_\_\_\_\_ JUL - 9 2013

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

2013 JUN 27 PM 4:59 **OAKLAND CITY COUNCIL****RESOLUTION No. \_\_\_\_\_ C.M.S.****RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR HER DESIGNEE TO:**


- 1) **ENTER INTO URBAN AREA SECURITY INITIATIVE (UASI) GRANT ADMINISTRATION AGREEMENT WITH THE CITY AND COUNTY OF SAN FRANCISCO TO ACCEPT AND APPROPRIATE UP TO ONE MILLION FIVE HUNDRED DOLLARS (\$1,500,000) IN FISCAL YEAR 2014 UASI GRANT FUNDING; AND**
- 2) **ACCEPT, APPROPRIATE, AND ADMINISTER THE FY2014 UASI GRANT AND ALL PROGRAMS INCLUDED AS PART OF THE GRANT PERFORMANCE AND REQUIREMENTS IN ACCORDANCE TO THE PRELIMINARY SPENDING PLAN INCLUDING PURCHASES OF EQUIPMENT AND SERVICES IN EXCESS OF HER PURCHASING AUTHORITY WITHOUT FURTHER COUNCIL REVIEW AND ACTION FOR EQUIPMENT THAT IS ON THE FEDERALLY AUTHORIZED EQUIPMENT LIST (AEL) AND SERVICES REQUIRED BY THE GRANT PROVIDED THAT THE CITY BIDDING REQUIREMENTS, CONTRACTS AND PURCHASING PROGRAMS/POLICIES ARE FOLLOWED; AND**
- 3) **WAIVE THE CITY OF OAKLAND CENTRAL SERVICES OVERHEAD (CSO) FEES OF APPROXIMATELY THIRTY THOUSAND FIVE HUNDRED AND FIFTY DOLLARS (\$30,550) AFFILIATED WITH THE FY 2014 UASI GRANT**

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

**WHEREAS**, the City of Oakland FY2014 UASI grant proposal was approved by the Bay Area UASI Approval Authority and the City of Oakland is being awarded a grant allocation of up to one million five hundred thousand dollars (\$1,500,000), for Fiscal Year (FY) 2014 UASI as part of an investment for the regional planning, training, exercises, equipment, interoperable communications projects and initiatives; and

**WHEREAS**, the City and County of San Francisco is the Fiscal Agent for the FY 2014 UASI grant award and an agreement with the City and County of San Francisco is required for the distribution, administration, and reimbursement of grant funds to the City of Oakland; and

**WHEREAS**, the grant funds will provide funding of up to \$550,000 for four and a half (4.5) full-time equivalent (FTE) positions for the Oakland Fire Department's Emergency Management Services Division, for the FY 2014 UASI grant period of January 1, 2015 through December 31, 2015, or until funding is exhausted; and

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**WHEREAS**, the Fire Department, Emergency Management Services staffing is essential to ensure that Oakland is prepared for major terrorist incidents and natural disasters as well as to support the regional planning efforts and functions; and

**WHEREAS**, the FY 2014 UASI grant will also provide a grant subsidy for an existing Accountant III position in the Oakland Fire Department, Fire Administration staff will spend 10% of their time as a Resource Planner for the FY 2014 UASI grant program to assist in maximizing resources, budget and human capital; and

**WHEREAS**, Central Services Overhead (CSO) fees in the amount of approximately \$30,550 should be waived for the positions and any contract services that will be funded under this grant to ensure funding availability for grant expenses and to meet local grant concessions; and

**WHEREAS**, the grant designates that the amount of up to \$950,000 be expended for the purchase of specific equipment, supplies, and contracted services identified on the Federally Authorized Equipment List (“AEL”); and

**WHEREAS**, the grant designates that the amount of up to \$20,000 be expended for specific training, workshops and related travel costs and;

**WHEREAS**, some expenditures on the approved FY 2014 UASI spending plan may exceed the City Administrator’s purchasing authority, which is \$100,000.00, \$50,000.00 or \$15,000.00 depending on the type of product or service under Oakland’s Purchasing Ordinance, Oakland Municipal Code section 2.04.020; and

**WHEREAS**, staff recommends that the City Administrator or her designee be authorized to make all purchases and enter into contracts identified on the approved FY 2014 UASI spending plan without further review or action by the City Council, provided all such purchases and contracts are done in accordance with the City of Oakland purchasing and contracting requirements, policies, programs; and

**WHEREAS**, ongoing costs, such as maintenance for equipment or goods purchased with the FY 2014 UASI grant will be absorbed by each respective City of Oakland agency’s existing budget with no additional General Purpose Fund appropriation; and

**WHEREAS**, the City of Oakland is committed to cooperating with our regional partners to detect, prevent, prepare for, respond to, and recover from human-caused and natural disasters and to effectively carry out the programs of the FY 2014 UASI 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 the Bay Area UASI Grant Administration Agreement with the City and County of San Francisco for up to one million five hundred thousand dollars (\$1,500,000) for FY2014 UASI Grant funds; and be it



**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to accept and appropriate said FY2014 UASI Grant funds into U.S. Department of Homeland Security Fund (2123), Emergency Management Services Division Organization (20711), a grant project to be determined, and Emergency Management Services/Homeland Security Program (PS21); and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to administer said funds and to approve the preliminary spending plan and that the spending plan includes allocations for four and a half (4.5) full-time equivalent (FTE) positions, a 10% offset for one Accountant III position, for the FY2014 UASI grant period of January 1, 2015 through December 30, 2015, or until the grant funding is exhausted; and be it

**FURTHER RESOLVED:** That City of Oakland Central Services Overhead fees in the amount of \$30,550 are hereby waived for the US Department of Homeland Security Fund 2123 to ensure availability for grant expenses and to meet local grant guidelines; and be it

**FURTHER RESOLVED:** That the City of Oakland administrative fees such as central stores and contract assessment fees are hereby waived for the US Department of Homeland Security Fund 2123 to ensure availability for grant expenses and to meet local grant guidelines; and be it

**FURTHER RESOLVED:** That ongoing costs, such as maintenance for equipment or goods purchased with the FY2014 UASI grant will be absorbed in each of the respective City of Oakland agencies' existing budget with no additional General Purpose Fund appropriation; and

**FURTHER RESOLVED:** That the City Administrator or her designee is authorized to make all purchases of equipment and services identified on the FY2014 UASI spending plan without further review or action by the City Council, including purchases that exceed the City Administrator's purchasing and contracting authority under Oakland Municipal Code section 2.04.020, provided all such purchases and contracts are done in accordance with City of Oakland purchasing and contracting requirements, policies, and programs; and be it

**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, \_\_\_\_\_

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

**PUBLIC SAFETY CMTE.**  
ATTEST: \_\_\_\_\_

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

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*Armadis Sotol*  
City Attorney

# OAKLAND CITY COUNCIL

2013 JUN 27 PM 4: 54

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

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR HER DESIGNEE TO: ENTER INTO A GOVERNANCE MEMORANDUM OF UNDERSTANDING TO EXPAND THE URBAN AREA SECURITY INITIATIVE (UASI) APPROVAL AUTHORITY TO INCLUDE THE FOLLOWING JURISDICTIONS: CITY OF OAKLAND, CITY OF SAN JOSE, CITY AND COUNTY OF SAN FRANCISCO, COUNTIES OF ALAMEDA, CONTRA COSTA, MARIN, MONTEREY, SAN MATEO, SANTA CLARA AND SONOMA, WHICH WILL PROVIDE OVERALL GOVERNANCE OF THE UASI GRANT PROGRAM, AS WELL AS OTHER GRANT PROGRAMS UNDER THE JURISDICTION OF THE APPROVAL AUTHORITY ACROSS THE BAY AREA REGION EFFECTIVE DECEMBER 2, 2013 THROUGH DECEMBER 2, 2015**

**WHEREAS**, on January 3, 2006, the U.S. Department of Homeland Security (“DHS”) utilized a “core-city, core county” concept to determine risk and allocate grant funds and the jurisdictions in the Bay Area UASI used that same concept to establish the Bay Area UASI Approval Authority (“Approval Authority”) as the Urban Area Working Group (“UAWG”) for the Bay Area UASI, comprised of representatives from the Urban Area’s core cities of Oakland, San Jose, San Francisco and the counties of Alameda, Santa Clara and San Francisco; and

**WHEREAS**, In 2006, the core cities and counties of the Bay Area UASI – the City and County of San Francisco, the City of Oakland, the City of San Jose, the County of Alameda and the County of Santa Clara approved a Memorandum of Understanding (“2006 MOU”), followed by a 2007 Memorandum of Understanding (“2007 MOU”), that established the objectives, governance structure, responsibilities, reporting structure, and financial agreements to be used in applying for UASI and other federal homeland security grant funding; and

**WHEREAS**, In 2008 and subsequent years, DHS used U.S. Census-determined Metropolitan Statistical Area as a component of its risk methodology and specified that the UAWG take a regional approach to establish representation and membership; and

**WHEREAS**, the City of Oakland has participated as an Approval Authority member since 2006 and has successfully secured substantial grant funding ranging from \$1.7 million to over \$7.6 million dollars in a federal fiscal year; and

**WHEREAS**, the only current fiscal impact to the City of Oakland which was agreed to in the 2006 MOU is to waive the Central Service Overhead costs which have historically represented between less than 1-5% of the annual grant award;

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**WHEREAS**, the City of Oakland's return on investment has ranged from 10 to 1 and as much as a 76 to 1 return on investment; and

**WHEREAS**, the current Approval Authority Board members established under the 2006 and 2007 Memorandums of Understanding had wished to update the agreement regarding the objectives, expand the current governance structure, responsibilities, reporting structure and financial arrangements used by the Bay Area UASI in applying for, allocating and distributing UASI Program grant funding, and other regional grant funds as provided in the proposed MOU in 2011 which continued through December 1, 2013 and would recommend to continue the governance structure established on December 1, 2011; now therefore be it;

**RESOLVED:** That the City Council authorizes the City Administrator or Her Designee to Enter Into a Memorandum of Understanding to Expand the Urban Area Security Initiative (UASI) Approval Authority to include the following jurisdictions; City of Oakland, City of San Jose, City and County of San Francisco, Counties of Alameda, Contra Costa, Marin, Monterey, San Mateo, Santa Clara and Sonoma which will provide overall governance of the UASI grant program, as well as other grant programs under the jurisdiction of the Approval Authority across the Bay Area Urban Area effective December 2, 2013 through December 2, 2015.

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

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

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

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