File No. 120440

Committee Item No. 2
Board Item No. _____

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee PUBLIC SAFETY Date 5/17/12

Board of Supervisors Meeting Date _____

| Cmte | Board | |
|---|---|---|
| ☐ | ☐ | Motion |
| ☒ | ☐ | Resolution |
| ☐ | ☐ | Ordinance |
| ☐ | ☐ | Legislative Digest |
| ☐ | ☐ | Budget Analyst Report |
| ☐ | ☐ | Legislative Analyst Report |
| ☐ | ☐ | Introduction Form (for hearings) |
| ☒ | ☐ | Department/Agency Cover Letter and/or Report |
| ☐ | ☐ | MOU |
| ☒ | ☐ | Grant Information Form |
| ☒ | ☐ | Grant Budget |
| ☐ | ☐ | Subcontract Budget |
| ☐ | ☐ | Contract/Agreement |
| ☒ | ☐ | Award Letter |
| ☒ | ☐ | Application |
| ☐ | ☐ | Public Correspondence |

OTHER (Use back side if additional space is needed)

| | | |
|---|---|---|
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |
| ☐ | ☐ | |

Completed by: Gail Johnson Date 5/14/12
Completed by: _____ Date _____

An asterisked item represents the cover sheet to a document that exceeds 20 pages. The complete document is in the file.

[Accept and Expend Grant – Water-Based Response Capabilities - $215,000]

**Resolution authorizing the San Francisco Fire Department to retroactively accept and expend a grant in the amount of $215,000 from the Federal Emergency Management Agency for the Fiscal Year 2011 Port Security Grant Program for assets to enhance the Fire Department's water-based response capabilities and increase its protection of the Port of San Francisco and the San Francisco Bay.**

WHEREAS, The San Francisco Fire Department (SFFD) responds to over 100,000 incidents each year, including fires, vehicle accidents, and medical and other emergencies; and,

WHEREAS, Due to San Francisco's geographic and topographic layout, as well as other factors, the SFFD is confronted with unique challenges in responding to these incidents; and,

WHEREAS, One of these unique challenges consists of the Department's responsibilities for the protection of the Port of San Francisco and the San Francisco Bay; and,

WHEREAS, The SFFD applied for marine-based projects from the Fiscal Year 2011 Port Security Grant Program (PSGP) and was awarded grant funds from the Federal Emergency Management Agency (FEMA) for dive rescue equipment upgrades and fire boat equipment enhancements; and,

WHEREAS, The total amount of grant funds awarded to the SFFD for the completion of these projects is $215,000; and,

WHEREAS, The non-profit, San Francisco Marine Exchange, has been selected by FEMA as the designated fiduciary agent for the region for Port Security Grant funding; and,

WHEREAS, The grant expires June 30, 2014; and,

WHEREAS, The Fire Commission recommended approval of this grant at its meeting on March 8, 2012; and,

WHEREAS, The grant does not require an ASO amendment; and,

WHEREAS, The grant does not require the City or the SFFD to supply matching funds; and,

WHEREAS, The SFFD proposes to maximize the use of the grant funds on program expenditures by not including indirect costs in the grant budget; now, therefore, be it

RESOLVED, That the Board of Supervisors authorizes the SFFD to retroactively accept and expend grant funds in the amount of $215,000 from FEMA; and, be it

FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in the grant budget; and, be it

FURTHER RESOLVED, That the Chief of the SFFD is hereby authorized and empowered to execute, deliver, and perform, in the name of the City and County of San Francisco, all applications, contracts, agreements, amendments, and payment requests necessary for the purpose to secure the FEMA grant funds and implement and carry out the purposes specified in the applicable grant application.

Recommended:

Joanne Hayes-White

Joanne M. Hayes-White
Chief of Department

03/15/12

Approved: Kate He
Mayor

Approved:
Controller

# SAN FRANCISCO FIRE DEPARTMENT

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Mark Corso, Finance, San Francisco Fire Department

**DATE:** March 19, 2012

**SUBJECT:** Accept and Expend Ordinance for Grant

**GRANT TITLE:** Port Security Grant Program FY2011

---

Attached please find the original and 4 copies of each of the following:

X Proposed grant ordinance; original signed by Department, Mayor, Controller

X Grant information form, including disability checklist

X Grant budget

X Grant application

X Letter of Intent or grant award letter from funding agency

X Other (Explain): San Francisco Fire Commission Resolution requesting approval by the Board of Supervisors

**Special Timeline Requirements: N/A**

**Departmental representative to receive a copy of the adopted ordinance:**

Name: Mark Corso Phone: 558-3417

Interoffice Mail Address: 698 Second Street, San Francisco 94107

Certified copy required Yes ☐ No ☒

RECEIVED
2012 MAR 21 PM 3:41
CITY & COUNTY OF S.F.
CONTROLLER'S - AOSD

**File Number**: _____
(Provided by Clerk of Board of Supervisors)

## Grant Ordinance Information Form
(Effective May 2011)

Purpose: Accompanies proposed Board of Supervisors ordinances authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying ordinance:

1. Grant Title: Port Security Grant Program FY 2011

2. Department: Fire Department

3. Contact Person: Mark Corso Telephone: 558-3417

4. Grant Approval Status (check one):

   [ X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $ 215,000

6a. Matching Funds Required: $ none
b. Source(s) of matching funds (if applicable): n/a

7a. Grant Source Agency: Federal Emergency Management Agency
b. Grant Pass-Through Agency (if applicable): Marine Exchange of the San Francisco Bay Region

8. Proposed Grant Project Summary: Marine-based equipment enhancements

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

   Start-Date: 02/15/2012 End-Date: 6/30/2014

10. Number of new positions created and funded: 0

11. Explain the disposition of employees once the grant ends? n/a

12a. Amount budgeted for contractual services: $0

b. Will contractual services be put out to bid? n/a

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? n/a

d. Is this likely to be a one-time or ongoing request for contracting out? n/a

13a. Does the budget include indirect costs? [ ] Yes [ X] No

b1. If yes, how much? $ n/a

b2. How was the amount calculated? n/a

c. If no, why are indirect costs not included?
[X ] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? Employee Time

14. Any other significant grant requirements or comments: No

****Disability Access Checklist*****

15. This Grant is intended for activities at (check all that apply):

[ X] Existing Site(s) [ X] Existing Structure(s) [X ] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

16. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Jesusa Bushong
(Name)

Human Resources Director
(Title)

Date Reviewed: 3-14-12 Jesusa Bushong
(Signature Required)

Overall Department Head or Designee Approval:

Mark Corso
(Name)

Chief Financial Officer
(Title)

Date Reviewed: 3/15/12
(Signature Required)

# San Francisco Fire Department

## Grant Budget

Port Security Grant Program - FY2011

| | | |
|---|---|---|
| **Grant Code:** | **FCPSGP** | Port Security Grant Program (Fire) |
| **Grant Detail:** | **11** | Fiscal Year 2011 |
| **Index Code:** | **315208** | PSGP-PORT SECURITY GRANT PROGRAM |

Budget:

| Description | Char | Char Desc | Amount | | |
|---|---|---|---|---|---|
| Dive Rescue Gear Upgrades | 040 | Materials & Supplies | $ 100,000 | $ 100,000 | 040 |
| Fire Boat Equipment Upgrades | 060 | Equipment | $ 115,000 | $ 115,000 | 060 |
| | | Total: | $ 215,000 | $ 215,000 | Total |

FOUNDED 1849

**MARINE EXCHANGE** OF THE SAN FRANCISCO BAY REGION

505 Beach Street, Suite 300
San Francisco, CA 94133-1131

phone: (415) 441-6600
fax: (415) 441-1025

website: www.sfmx.org
email: info@sfmx.org

February 15, 2012

Mr. Mark Kearney
San Francisco Fire Department
698 2nd Street
San Francisco CA 94107

RE: FINAL APPROVAL LETTER
PSGP FY 2011 – Grant Award #EMW-2011-PU-K00351
SF Bay Region IJ Project #27 – San Francisco Fire Department – Dive Equipment Upgrades
(Federal Match Value: $100,000.00 USD)

Dear Mark:

I am pleased to inform you that your project has received final approval from the Department of Homeland Security/FEMA.

This letter confirms that we have all the necessary documents for the above referenced IJ. The project is cleared to move forward.

The performance period for this grant ends June 30, 2014.

If you have any questions or concerns, please contact us via email at grants@sfmx.org or by phone at 415-441-3019.

I look forward to working with you.

Sincerely,

Rob B. Strahan
Chief Financial Officer
Marine Exchange of the San Francisco Bay Region

FOUNDED 1849

**MARINE EXCHANGE** OF THE SAN FRANCISCO BAY REGION

505 Beach Street, Suite 300
San Francisco, CA 94133-1131

phone: (415) 441-6600
fax: (415) 441-1025

website: www.sfmx.org
email: info@sfmx.org

November 1, 2011

Mr. Mark Kearney
San Francisco Fire Department
698 2nd Street
San Francisco CA 94107

RE: PSGP FY 2011 – Grant Award #EMW-2011-PU-K00351
SF Bay Region IJ Project #27 – San Francisco Fire Department – Dive Equipment Upgrades
(Federal Match Value: $100,000.00 USD)

Dear Mark:

I am pleased to inform you that your project submitted under the FEMA 2011 Port Security Grant Program has received preliminary approval.

Enclosed please find two copies of the Sub-Grantee Agreement between the Marine Exchange of the San Francisco Bay Region acting as Fiduciary Agent and your organization. Please sign both documents and return one of the original documents to the Marine Exchange of the San Francisco Bay Region, 505 Beach Street, Suite 300, San Francisco, CA 94133. The Sub-Grantee agreement must be signed and returned to the Marine Exchange of the San Francisco Bay Region.

Once we receive your signed Sub-Grantee Agreement and final approval has been received from FEMA, you will receive a confirmation letter allowing you to proceed with your project.

The performance period for this grant ends June 30, 2014. If you have any concerns about your ability to complete your project before this date, please contact me.

Again, congratulations. If you have any questions or concerns, please contact me via email at grants@sfmx.org or by phone at 415.254.2213.

I look forward to working with you.

Sincerely,

Captain Lynn Korwatch
Executive Director
Marine Exchange of the San Francisco Bay Region

SUB-GRANTEE AGREEMENT
Between

THE MARINE EXCHANGE OF THE SAN FRANCISCO BAY REGION (SFMX) as PORT SECURITY GRANT PROGRAM (PSGP) FIDUCIARY AGENT (FA) and DIRECT GRANTEE (DG)

And

THE SAN FRANCISCO FIRE DEPARTMENT

As SUB-GRANTEE (SG)

This SUB-GRANTEE AGREEMENT is made and entered into by and between the Marine Exchange of the San Francisco Bay Region (SFMX) and the City and County of San Francisco, a municipal corporation, acting by and through its San Francisco Fire Department, (Sub-Grantee organization).

WHEREAS, the SFMX has been appointed by the Federal Emergency Management Agency (FEMA) on behalf of the Department of Homeland Security (DHS), to act as the Fiduciary Agent (FA) for the administration and management of the Port Security Grant Program for FY2007 Sup, 2008, 2009, 2010 and 2011, and

WHEREAS appointment as FA requires the SFMX to validate and monitor the progress and compliance of projects funded by FEMA under the Port Security Grants Program. The FA is to submit supporting documentation to FEMA for execution and completion of said projects, and

WHEREAS, the Sub-Grantee will be planning, developing and executing their Project as defined by their Investment Justification (IJ) package as described in Attachment "A" of this Agreement. The IJ's have been submitted to the FA; validated by United States Coast Guard (USCG) Sector San Francisco and approved by FEMA for a sub-grant which is not to exceed U.S. $100,000; and

WHEREAS, the SFMX as FA, will act as the direct representative for FEMA in managing disbursement of grant funds expended by Sub-Grantee in implementing their Project(s): and

WHEREAS, the purpose of this Agreement is to define the relationship between the FA and Sub-Grantee with respect to Sub-Grantee's activities implementing the Project and the FA administering and managing reimbursement of expenditures for same;

ACCORDINGLY, the parties agree as follows:

1. Sub-Grantee agrees to implement this project within sixty (60) days following the effective date of the grant award or this Agreement may be subject to cancellation. Notice of grant award may be by electronic or other written means at the discretion of the Fiduciary Agent. Evidence of project implementation is to be reported within the first sixty (60) days, and may include, but is not limited to, schedule of values or project time line, notices to governing boards or agencies of project award, advice memorandum, written and/or electronic project communications, development and issue of solicitation announcements, contracting documents, and purchase orders or similar documents acceptable to the Fiduciary Agent as evidence of compliance.

2. Sub-Grantee shall comply with all federal statutes, regulations and guidance applicable to administration of the Port Security Grant Program including but not limited to
   - 2 C.F.R. subtitle A
   - 44 C.F.R. Part 13
   - Office of Management and Budget (OMB) Circulars, as applicable
   - A-21 Cost Principles for Educational Institutions
   - A-87 Cost Principles for State, Local and Indian Tribal Governments
   - A-122 Cost Principles for Non-Profit Organizations
   - A-102 Uniform Administrative Requirements for Grants and Agreements with State and Local Governments
   - A-110 Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
   - 48 C.F.R. Part 31 et. seq. Contract Cost Principles and Procedures.

   Sub-Grantee shall assure that these conditions apply to all recipients of funds.

3. The Sub-Grantee has demonstrated that the federal procurement guidelines can be satisfied by the procurement and purchasing policies and procedures guidelines established by the City and County of San Francisco. Therefore, the San Francisco Marine Exchange waives all requirements set forth in the "SFMX PSGP Procurement and Purchasing Policies and Procedures Manual", as evidenced by the letter from the Marine Exchange to the San Francisco Fire Department as Appendix B attached to this Agreement.

4. Upon receiving the invoices, the FA shall be authorized to review Sub-Grantee's request for reimbursement. The FA will also be authorized to request additional information or clarification from Sub-Grantee. Such a response shall not be unreasonably withheld by Sub-Grantee, but in no case shall the FA be compelled to pay said invoices until the requested clarifications are made or additional information is received, accepted and approved by the FA.

5. For the purposes of meeting federal audit requirements, Sub-Grantee agrees to comply with requirements of OMB Circular A-133 for States, Local Governments and Non-Profits.

6. Sub-Grantee agrees to submit, at such times and in such form as the FA may request, activity reports on the Sub-Award and the Project. Sub-Grantee shall submit quarterly operational summaries and financial reports no later than the 15th day of January, April, July and October; and the Semi-Annual Progress Reports by the 15th of January and July during each year this Agreement. The final progress report must be filed with the FA within thirty (30) days after the termination of the last year of the Federal Award. The FA must receive the final progress report prior to the final cost report being paid.

7. No contract or agreement may be entered into by Sub-Grantee for execution of Project activities or provision of services to the Project that are not incorporated in the approved application other than purchase of supplies or standard commercial or maintenance services. All contracts and agreements shall provide that Sub-Grantee shall retain ultimate control and responsibility for the proper execution of the Project and that these Contract conditions as detailed herein will also fully apply and bind the contractor, consultant or vendor. In any case, where Sub-Grantee enters into a contract with third parties, the SFMX is not a party to such a contract and shall not be obligated or liable for any breach of contract or other action in law to any party other than the original Sub-Grantee under the specific terms of this Agreement.

8. Upon approval of acceptable invoices for services, equipment and work validated and performed, the FA agrees to reimburse Sub-Grantee for actual expenditures made related to the Project, which in no case may exceed the federal funds amount awarded to Sub-Grantee at the time of approval of Sub-Grantee's IJ by FEMA as provided for in Attachment "A".

9. In entering into this Agreement, it is implicitly agreed between both signatories that the FA is not under any obligation to reimburse the Sub-Recipient for any amounts not received by the FA from FEMA, for what so ever reason.

10. Sub-Grantee shall indemnify, defend and hold harmless the FA and its officers, directors, employees and agents, from and against all liability, loss, cost or expense (including attorney's fees) by reason of liability imposed upon the FA, arising out of or related to Sub-Grantee's performance under this Agreement, whether caused by or contributed to by the FA or any other party indemnified herein, including but not limited to any malfeasance, negligent or intentional acts of Sub-Grantee, its officers, agents or employees or its subcontractors or their agents and employees, unless such a loss is caused solely by the malfeasance or negligence of the FA, its officers, directors, employees or agents.

11. It is understood by both signatories to this Agreement, that this Agreement shall remain in effect in accordance with the terms and conditions of the Grant Award, but in no event longer than the statutory provision of 5 years or less as may be determined by the grant performance period following the execution by both parties.

12. All notices, requests, demands and other communications required or permitted to be made under this Agreement shall be in writing and shall be given by personal

delivery, by certified mail, return receipt requested, first class postage prepaid, or by nationally recognized overnight delivery service, in each case addressed to the signed party below at the address specified. Either party may change the address to which communications are to be sent by giving notice of such change of address in conformity with the provisions of this Section. Notice shall be deemed to be effective, if personally delivered, when delivered; if mailed, at midnight on the third business day after being sent by certified mail; and if sent by nationally recognized overnight delivery service, on the next business day.

If to the Marine Exchange:

Marine Exchange of the San Francisco Bay Region
Captain Lynn Korwatch, Executive Director
505 Beach Street, Suite 300
San Francisco, CA 94133-1131

If to Sub-Grantee:
San Francisco Fire Department
Mark Kearney, Director of Homeland Security
698 Second Street
San Francisco, CA 94107

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date below their signatures.

The Marine Exchange of the
San Francisco Bay Region

By: _____

Its: Executive Director

Dated: 11/17/2011

Sub-Grantee Organization

By: _____
Joanne Hayes-White
Chief of Department,
San Francisco Fire Department

Dated: 11/21/11

Approved as to Form
Dennis J. Herrera
City Attorney

_____
Alicia Cabrera
Deputy City Attorney

# ATTACHMENT "A"

## PROJECT INVESTMENT JUSTIFICATION AND BUDGET

# PSGP FY 2011Investment Justification Template IJ #27

As part of the FY 2011 PSGP application process, applicants must develop a formal Investment Justification that addresses each initiative being proposed for funding. A separate Investment Justification should be submitted for each proposed project. Each entity within a Group III or All Other Port Area may apply for up to three projects. Due to the nature of the Fiduciary Agent (FA) process, FA's are not limited to three projects. Investment Justifications must demonstrate how proposed projects address gaps and deficiencies in current programs and capabilities. The Investment Justification must demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by FEMA. Applicants must ensure that the Investment Justification is consistent with all applicable requirements outlined in the application kit.

| INVESTMENT HEADING | |
|---|---|
| Port Area | San Francisco Bay |
| State | California |
| Applicant Organization | San Francisco Fire Department |
| Investment Name | Dive Equipment Upgrades |
| Investment Amount | $100,000 |

## I. BACKGROUND

*Note: This section only needs to be completed once per application, regardless of the number of Investments proposed. The information in this section provides background and context for the Investment(s) requested, but does not represent the evaluation criteria used by DHS for rating individual Investment proposals.*

| I. Provide an overview of the port system in which this Investment will take place | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed 1 page |
| Response Instructions | • **Area of Operations:**<br>○ Identify COTP Zone<br>○ Identify eligible port area<br>○ Identify exact location of project site (i.e. physical address of facility being enhanced)<br>○ Identify who the infrastructure (project site) is owned or operated by, if not by your own organization<br><br>• **Point(s) of contact for organization (include contact information):**<br>○ Identify the organization's Authorizing Official for entering into grant agreement, including contact information (include sub-grantee entering agreement within Group 1 and 2 port areas under FA process)<br><br>○ Identify the organization's primary point of contact for management of the project(s)<br><br>• **Ownership or Operation:**<br>○ Identify whether the applicant is: (1) a private entity, (2) a state or local agency; or (3) a consortium composed of local stakeholder groups (i.e., river groups, ports, or terminal associations) representing federally regulated ports, terminals, US inspected passenger vessels or ferries.<br><br>• **Role in providing layered protection of regulated entities (applicable to State or local agencies, consortia and associations only):**<br><br>• **Describe your organization's specific roles, responsibilities and activities in delivering layered protection**<br><br>• **Important features:**<br><br>• Describe any operational issues you deem important to the consideration of your application (e.g., interrelationship of your operations with other eligible high-risk ports, etc.)<br><br>• |

| I. Provide an overview of the port system in which this Investment will take place | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed 1 page |

- Ferry systems required data:
  - Infrastructure
  - Ridership data
  - Number of passenger miles
  - Number of vehicles per vessel, if any
  - Types of service and other important features
  - System map
  - Geographical borders of the system and the cities & counties served
  - Other sources of funding being leveraged for security enhancements

The San Francisco Fire Department is requesting grant funding under the Port Security Grant Program, Fiscal Year 2011, to increase our ability to respond to marine emergencies on the San Francisco Bay Waters more effectively and efficiently. The San Francisco Fire Department is located in COTP Zone Sector San Francisco. The SFFD staffs a variety of marine assets that are staffed 24/7 365 days a year and are available for regional use as well as their own operational area. This request includes upgraded equipment for our dive team that will allow for an enhanced and more efficient response to a variety of emergencies. These types of emergencies include, but are not limited to, dive operations and law enforcement EOD backup support operations, marine firefighting, dock and pier firefighting, oil spill response, and search and rescue,.

These upgrades are to be placed on Rescue Squads 1 & 2. Rescue Squad 1 & 2 are located at SFFD Station 1 and SFFD Station 7.

The San Francisco Fire Department's authorizing official for entering into grant agreements is ADC Mark Kearney – Director of Homeland Security: 698 2nd Street, SF CA 94107. Telephone: 415-558-3680. Email: Mark.Kearney@sfgov.org.

The San Francisco Fire Department (SFFD) is a local government agency directly responsible for fire protection, life safety, rescue, and environmental preservation in regards to hazardous materials spills for The City and County of San Francisco and along the waters of the San Francisco Bay. The SFFD dive team works closely and trains on a regular basis with the SFPD and Port of San Francisco dive teams. All of our divers are qualified public safety divers and are limited in their capabilities if needed to respond to a terrorist incident or working in a hazardous environment.

"WARNING: THIS RECORD WHEN FILLED OUT CONTAINS SENSITIVE SECURITY INFORMATION THAT IS CONTROLLED UNDER THE PROVISIONS OF 49 CFR 1520. NO PART OF THIS RECORD MAY BE DISCLOSED TO PERSONS WITHOUT A "NEED TO KNOW" AS DEFINED IN 49 CFR PART 1520, EXCEPT WITH THE WRITTEN PERMISSION OF THE ADMINISTRATOR OF THE TRANSPORTATION SECURITY ADMINISTRATION. UNAUTHORIZED RELEASE MAY RESULT IN CIVIL PENALTY OR OTHER ACTION. FOR U.S. GOVERNMENT AGENCIES, PUBLIC DISCLOSURE IS GOVERNED BY 5 U.S.C. 552 AND 49 CFR PART 1520."

The SFFD provides all hazards marine operations service to the City and County of San Francisco along with the rest of the region on a mutual aid agreement that is in place with California OES. SFFD is also an active participant in the USCG Sector SF Neptune Coalition. The SFFD is the only agency in the region with a 24/7 dive team ready for immediate deployment. With a limited number of dive teams on San Francisco Bay, these upgrades would provide a much needed resource the proper capabilities to help the region mitigate a wide variety of marine related emergencies, natural disasters & acts of terrorism.

The SFFD currently trains with and participates in area wide exercises with other marine emergency responders in and around the San Francisco Bay. This includes Urban Shield. The department is also an active participant in Fleet Week on the Bay. Currently, the SFFD is a member of the San Francisco Bay Area Marine Firefighting Task Force. This Task Force is dedicated working with local fire departments and other emergency responders in creating a marine firefighting response plan including coordinated dispatching and uniform training standards. The SFFD works very closely with the SFPD and train together on a regular basis to be ready to co respond to any marine related incident. The SFFD will be a lead response agency for the upcoming Americas Cup events.

"WARNING: THIS RECORD WHEN FILLED OUT CONTAINS SENSITIVE SECURITY INFORMATION THAT IS CONTROLLED UNDER THE PROVISIONS OF 49 CFR 1520. NO PART OF THIS RECORD MAY BE DISCLOSED TO PERSONS WITHOUT A "NEED TO KNOW" AS DEFINED IN 49 CFR PART 1520, EXCEPT WITH THE WRITTEN PERMISSION OF THE ADMINISTRATOR OF THE TRANSPORTATION SECURITY ADMINISTRATION. UNAUTHORIZED RELEASE MAY RESULT IN CIVIL PENALTY OR OTHER ACTION. FOR U.S. GOVERNMENT AGENCIES, PUBLIC DISCLOSURE IS GOVERNED BY 5 U.S.C. 552 AND 49 CFR PART 1520."

# II. STRATEGIC AND PROGRAM PRIORITIES

## II.A. Provide a brief abstract of the Investment (List just ONE Investment)

| | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed ½ page |
| Response Instructions | Provide a succinct statement summarizing this Investment |
| Response | This grant request is for equipment upgrades for our dive team making our team fully capable of providing an adequate response to a wide variety of emergencies on the San Francisco Bay Waters including harbors, ports, and surrounding areas. Currently, our dive equipment lacks the capabilities that are sufficient to meet the response needs for San Francisco Bay. These upgrades would help to fill this needed gap and provide a much needed resource to the San Francisco Bay Area.<br><br>The requested upgrades include one piece SCUBA masks with a built in wireless communication system to talk to other divers and surface operations and dry suits for operating in a hazardous matateria or contaminated environments. These equipment upgrades will increase our operational capabilities and readiness.<br><br>The SFFD is the primary back up safety/rescue for SFPD law enforcement dive operations. Having the one piece masks with communications interoperability will allow our teams to communicate with each other along with other teams and surface support responders.<br><br>Our current dive suits allow hazardous substances to penetrate the suit and contaminate our divers. Having the new suits will allow for safer working conditions for our divers working in a haz. Mat environment.<br><br>These requested upgrades will help dramatically in both EMS and Law Enforcement responses.<br><br>The request includes shipping and handling, and applicable sales tax.<br><br>AEL Numbers: 01WA-06-MASK, 01WA-05-SUTD |

"WARNING: THIS RECORD WHEN FILLED OUT CONTAINS SENSITIVE SECURITY INFORMATION THAT IS CONTROLLED UNDER THE PROVISIONS OF 49 CFR 1520. NO PART OF THIS RECORD MAY BE DISCLOSED TO PERSONS WITHOUT A "NEED TO KNOW" AS DEFINED IN 49 CFR PART 1520, EXCEPT WITH THE WRITTEN PERMISSION OF THE ADMINISTRATOR OF THE TRANSPORTATION SECURITY ADMINISTRATION. UNAUTHORIZED RELEASE MAY RESULT IN CIVIL PENALTY OR OTHER ACTION. FOR U.S. GOVERNMENT AGENCIES, PUBLIC DISCLOSURE IS GOVERNED BY 5 U.S.C. 552 AND 49 CFR PART 1520."

| II.B. Describe how the Investment will address one or more of the PSGP priorities and Area Maritime Security Plan or COTP Priorities (how it corresponds with PRMP for Group I and II) | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed ½ page |
| **Response Instructions** | • Describe how, and the extent to which the investment addresses:<br>○ Enhancement of Maritime Domain Awareness<br>○ Enhancement of IED and WMD prevention, protection, response and recovery capabilities<br>○ Training and exercises<br>○ Efforts supporting the implementation of TWIC<br>• Area Maritime Security Plan and/or Captain of the Port Priorities |
| **Response** | By funding this investment, numerous priorities will be addressed and result in an improvement of emergency marine response in the San Francisco Bay. The primary enhancement scene by funding this type of investment will be to IED and WMD prevention, protection, response, and recovery capabilities. This enhancement will be made possible as SFFD dive equipment will be used by Fire, EMS, and Law emergency responders. The Risk Mitigation Plan specifically calls for "Enhanced dive team capabilities." The points addressed in this section are addressed by this investment as it meets them as described below.<br>With enhanced dive team improvements and improved communications, law enforcement personnel will be able to work with the SFFD in dealing with the prevention and protection aspects of the IED and WMD threats including those which are similar to the USS Cole style attacks. SFFD vessels can access most parts of the bay to deploy our divers to any incident.<br>Fire and EMS responders will be able to respond to and assist in recovery capabilities of these IED and WMD more effectively if able to utilize this new technology. This equipment will allow rescuers the ability to perform appropriate responses and affect rescues of those affected by IED and WMD events. A majority of these types of events result in situations that require a response from emergency responders including search and rescue, threat detection, and hazards associated with the incident such as fire and hazardous materials spills. The Area Maritime Security Plan addresses five different scenarios that have the potential of occurring in and gravely affecting the San Francisco Bay Region. The upgrades to this type of asset would significantly increase the region's ability to respond and mitigate scenarios 1 through 4 and assist with the region's ability to mitigate scenario 5.<br>The Captain of the Port addresses dive operations in the AMSC ACP. This plan dictates that local agencies are responsible for dive operations within their jurisdictions on bay waters. Currently, there are very few resources in the San Francisco Bay that are able to provide dive operations. SFFD will help to fill that gap but cannot completely do so without the requested upgrades. |

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# III. IMPACT

| III.A. Describe how the project offers the highest risk reduction potential at the least cost. | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed ½ page |
| Response Instructions | • Discuss how the project will reduce risk in a cost effective manner<br>○ Discuss how this investment will reduce risk (e.g., reduce vulnerabilities or mitigate the consequences of an event) by addressing the needs and priorities identified in earlier analysis and review. |
| Response | The investment requested by the SFFD is an attempt to reduce maritime risks in the San Francisco in a cost effective manner by attempting to close a large gap in emergency response to a significant portion of the San Francisco Bay by upgrading our dive team and maximize their potential. By funding this technology upgrade, a much needed marine response asset will be in place and ready to respond to a variety of emergencies. The capability would also support the same variety of emergencies anywhere requested throughout the bay.<br>This investment will meet numerous needs and mission types with a low cost upgrade to SFFD dive team members that will be staffed on a 24/7 basis. By implementing these types of upgrades in San Francisco, emergency marine responders will now have a much better equipped marine asset located in a strategic geographic location. This strategic location will allow for a rapid response to not only SF but also to numerous high risks locations throughout the region. By upgrading SFFD divers, the SF bay region will now be covered by a more adequate fire suppression, rescue, EMS, and law enforcement resource.<br>This new equipment will be utilized by the SFFD. This increases the amount of risk reduction on the bay without increasing costs.<br>The SFFD currently trains and participates in exercises that keep its responders ready to respond to emergencies on the bay waters. This element of the program is funded by the SFFD and will continue to do so if awarded grant funding to purchase this investment. The SFFD will incur the maintenance and upkeep of the new equipment as well as contribute monies to keep our personnel properly trained on its operation and use. |

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| III.B. Describe current capabilities similar to this Investment | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed ½ page |
| Response Instructions | • Describe how many agencies within the port have existing equipment that are the same or have similar capacity as the proposed project<br>• Include the number of existing capabilities within the port that are identical or equivalent to the proposed project |
| Response | The San Francisco Bay Region currently lacks 24/7 ready to immediately respond dive teams. Most teams are on an on call basis with delayed response times. Not having a fully equipped and trained immediate need dive team could potentially affect the region in an adverse way. Extended response times can lead to devastating results in regards to life safety, rescue, environmental conservation, and property loss.<br>The San Francisco Bay Region includes several law and fire agencies with dive teams. SFFD is the only department that can respond to a dive emergency 24/7. Other local law enforcement agencies have excellent dive programs but are limited by their hours of operation and staffing levels which means they have to recall specially trained members which is a timely delay. SFFD divers can immediately respond to any incident.<br>The above resources are capable of providing some level of fire protection, search and rescue capabilities, and EMS response, but none can offer the capabilities of what we are requesting. These enhancements are capable of providing very effective new abilities that aid in and enhance numerous aspects of emergency response in the marine environment. The will also aid in EMS response and Law Enforcement response as the technology is applicable to those disciplines.<br>SFFD divers equipped with these upgrades will be located in a geographically advantageous area. They will be staffed 24/7 by the SFFD and provide a BLS level of EMS care. These divers can be expected to be one of the first arriving marine resources to any incident on the bay. |

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# IV. FUNDING & IMPLEMENTATION PLAN

- Complete the IV.A. to identify the amount of funding you are requesting for this investment only
- Funds should be requested by allowable cost categories as identified below
- Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular Investment

*Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment. See following section for a sample format.*

The template below illustrates how the applicants should indicate the amount of FY 2011 PSGP funding required for the investment, how these funds will be allocated across the cost elements, and the required cash or in-kind match:

| IV.A. Investment Funding Plan | FY 2011 PSGP Request Total | Match (Optional) | GRAND TOTAL |
|---|---|---|---|
| *Maritime Domain Awareness* | | | $ |
| *IED and WMD Prevention, Protection, Response and Recovery Capabilities* | $100,000 | $ - | $ 100,000 |
| *Training* | | | $ |
| *Exercises* | | | $ |
| *TWIC Implementation* | | | $ |
| *Operational Packages (OPacks)* | | | $ |
| *M&A* | | | $ |
| **TOTAL** | $100,000 | $0 | $100,000 |

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| IV.B. Provide a high-level timeline, milestones and dates, for the implementation of this Investment such as stakeholder engagement, planning, major acquisitions or purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided. | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed 1 page |
| **Response Instructions** | • Only include major milestones that are critical to the success of the Investment<br>• Milestones are for this discrete Investment – those that are covered by the requested FY 2011 PSGP funds and will be completed over the 36-month grant period starting from the award date, giving consideration for review and approval process up to 12 months (estimate 24 month project period)<br>• Milestones should be kept to high-level, major tasks that will need to occur (i.e. Design and development, begin procurement process, site preparations, installation, project completion, etc.)<br>• List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above)<br><br>*Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An Itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment* |

September 30, 2011: Grant Award from DHS/FEMA

October 31, 2011: Grant Formally Accepted by the San Francisco BOS

December 15, 2011: Finalization of Quote, Contract, and Purchase Order Complete

January 15, 2012: Order Placed

March 31, 2012: Installation Complete

April 30, 2012: Reimbursement Submitted and Complete

May 31, 2012: Grant Close-Out Complete

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# V. CONTACT INFORMATION

| PROVIDE PROJECT CONTACT INFORMATION | |
|---|---|
| PROJECT SITE ADDRESS | |
| PRIMARY CONTACT | NAME:<br>ORGANIZATION:<br>ADDRESS:<br>CITY, ST ZIP<br>TELEPHONE:<br>EMAIL: |
| SECONDARY CONTACT: | NAME:<br>ORGANIZATION:<br>ADDRESS:<br>CITY, ST ZIP<br>TELEPHONE:<br>EMAIL: |
| PROJECT MANAGER: | NAME:<br>ORGANIZATION:<br>ADDRESS:<br>CITY, ST ZIP<br>TELEPHONE:<br>EMAIL: |

- DO NOT USE P.O. BOXES
- MUST HAVE STREET ADDRESS

"WARNING: THIS RECORD WHEN FILLED OUT CONTAINS SENSITIVE SECURITY INFORMATION THAT IS CONTROLLED UNDER THE PROVISIONS OF 49 CFR 1520. NO PART OF THIS RECORD MAY BE DISCLOSED TO PERSONS WITHOUT A "NEED TO KNOW" AS DEFINED IN 49 CFR PART 1520, EXCEPT WITH THE WRITTEN PERMISSION OF THE ADMINISTRATOR OF THE TRANSPORTATION SECURITY ADMINISTRATION. UNAUTHORIZED RELEASE MAY RESULT IN CIVIL PENALTY OR OTHER ACTION. FOR U.S. GOVERNMENT AGENCIES, PUBLIC DISCLOSURE IS GOVERNED BY 5 U.S.C. 552 AND 49 CFR PART 1520."

## PROVIDE PROJECT CONTACT INFORMATION

| | |
|---|---|
| PROJECT SITE ADDRESS: | SFFD Division of Training<br>1915 Folsom Street<br>San Francisco, CA 94105<br>415 558 3235 |
| PRIMARY CONTACT: | ADC Mark Kearney<br>San Francisco Fire Department<br>Director of Homeland Security<br>698 2nd Street<br>San Francisco, CA 94107<br>415 558 3680<br>Mark.kearney@sfgov.org |
| SECONDARY CONTACT: | Mr. Mark Corso Chief Financial Officer<br>San Francisco Fire Department<br>698 2nd Street<br>San Francisco, CA 94107<br>415 558 3417<br>Mark.corso@sfgov.org |
| PROJECT MANAGER: | ADC Mark Kearney<br>San Francisco Fire Department<br>698 2nd Street<br>San Francisco, CA 94107<br>415 558 3680<br>Mark.kearney@sfgov.org |

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# ATTACHMENT "B"

## PROCUREMENT AND PURCHASING POLICIES AND PROCEDURES WAIVER

FOUNDED 1849

MARINE EXCHANGE OF THE SAN FRANCISCO BAY REGION
505 Beach Street, Suite 300
San Francisco, CA 94133-1131
phone: (415) 441-6600
fax: (415) 441-1025
website: www.sfmx.org
email: info@sfmx.org

February 16, 2011

Mr. Mark Corso
Finance Division
San Francisco Fire Department
698 2nd Street
San Francisco CA 94107

RE: Port Security Grant Program (PSGP)
SFMX PSGP Procurement and Purchasing Policies and Procedures Requirement

Dear Mark:

All Sub-Grantee Agreements require that any recipient of PSGP funds must follow the guidelines established in the SFMX PSGP Procurement and Purchasing Policies and Procedures document. As stated in Section 3 of the Sub Grantee Agreement, waiver of this requirement can be made if the Sub Grantee can demonstrate that federal procurement guidelines are satisfied by an existing internal document.

I have reviewed the procurement and purchasing policies and procedures guidelines established by the City and County of San Francisco and have determined that such a waiver exists for all monies funded to the Port of San Francisco. All references in the Sub-Grantee Agreement to SFMX PSGP Procurement and Purchasing Policies and Procedures are waived.

Sincerely,

Rob Strahan
Chief Financial Officer

FOUNDED 1849

**MARINE EXCHANGE** OF THE SAN FRANCISCO BAY REGION

505 Beach Street, Suite 300
San Francisco, CA 94133-1131

phone: (415) 441-6600
fax: (415) 441-1025

website: www.sfmx.org
email: info@sfmx.org

February 15, 2012

Mr. Mark Kearney
San Francisco Fire Department
698 2nd Street
San Francisco CA 94107

RE: FINAL APPROVAL LETTER
PSGP FY 2011 – Grant Award #EMW-2011-PU-K00351
SF Bay Region IJ Project #16 – San Francisco Fire Department – Fire and Rescue Boat Upgrades
(Federal Match Value: $115,000.00 USD)

Dear Mark:

I am pleased to inform you that your project has received final approval from the Department of Homeland Security/FEMA.

This letter confirms that we have all the necessary documents for the above referenced IJ. The project is cleared to move forward.

The performance period for this grant ends June 30, 2014.

If you have any questions or concerns, please contact us via email at grants@sfmx.org or by phone at 415-441-3019.

I look forward to working with you.

Sincerely,

Rob B. Strahan
Chief Financial Officer
Marine Exchange of the San Francisco Bay Region

FOUNDED 1849

**MARINE EXCHANGE** OF THE SAN FRANCISCO BAY REGION

505 Beach Street, Suite 300
San Francisco, CA 94133-1131

phone: (415) 441-6600
fax: (415) 441-1025

website: www.sfmx.org
email: info@sfmx.org

November 1, 2011

Mr. Mark Kearney
San Francisco Fire Department
698 2nd Street
San Francisco CA 94107

RE: PSGP FY 2011 – Grant Award #EMW-2011-PU-K00351
SF Bay Region IJ Project #16 – San Francisco Fire Department – Fire and Rescue Boat Upgrades
(Federal Match Value: $115,000.00 USD)

Dear Mark:

I am pleased to inform you that your project submitted under the FEMA 2011 Port Security Grant Program has received preliminary approval.

Enclosed please find two copies of the Sub-Grantee Agreement between the Marine Exchange of the San Francisco Bay Region acting as Fiduciary Agent and your organization. Please sign both documents and return one of the original documents to the Marine Exchange of the San Francisco Bay Region, 505 Beach Street, Suite 300, San Francisco, CA 94133. The Sub-Grantee agreement must be signed and returned to the Marine Exchange of the San Francisco Bay Region.

Once we receive your signed Sub-Grantee Agreement and final approval has been received from FEMA, you will receive a confirmation letter allowing you to proceed with your project.

The performance period for this grant ends June 30, 2014. If you have any concerns about your ability to complete your project before this date, please contact me.

Again, congratulations. If you have any questions or concerns, please contact me via email at grants@sfmx.org or by phone at 415.254.2213.

I look forward to working with you.

Sincerely,

Lynn Korwatch

Captain Lynn Korwatch
Executive Director
Marine Exchange of the San Francisco Bay Region

SUB-GRANTEE AGREEMENT
Between

THE MARINE EXCHANGE OF THE SAN FRANCISCO BAY REGION (SFMX) as PORT SECURITY GRANT PROGRAM (PSGP) FIDUCIARY AGENT (FA) and DIRECT GRANTEE (DG)

And

THE SAN FRANCISCO FIRE DEPARTMENT

As SUB-GRANTEE (SG)

This SUB-GRANTEE AGREEMENT is made and entered into by and between the Marine Exchange of the San Francisco Bay Region (SFMX) and the City and County of San Francisco, a municipal corporation, acting by and through its San Francisco Fire Department, (Sub-Grantee organization).

WHEREAS, the SFMX has been appointed by the Federal Emergency Management Agency (FEMA) on behalf of the Department of Homeland Security (DHS), to act as the Fiduciary Agent (FA) for the administration and management of the Port Security Grant Program for FY2007 Sup, 2008, 2009, 2010 and 2011, and

WHEREAS appointment as FA requires the SFMX to validate and monitor the progress and compliance of projects funded by FEMA under the Port Security Grants Program. The FA is to submit supporting documentation to FEMA for execution and completion of said projects, and

WHEREAS, the Sub-Grantee will be planning, developing and executing their Project as defined by their Investment Justification (IJ) package as described in Attachment "A" of this Agreement. The IJ's have been submitted to the FA; validated by United States Coast Guard (USCG) Sector San Francisco and approved by FEMA for a sub-grant which is not to exceed U.S. $115,000; and

WHEREAS, the SFMX as FA, will act as the direct representative for FEMA in managing disbursement of grant funds expended by Sub-Grantee in implementing their Project(s): and

WHEREAS, the purpose of this Agreement is to define the relationship between the FA and Sub-Grantee with respect to Sub-Grantee's activities implementing the Project and the FA administering and managing reimbursement of expenditures for same;

ACCORDINGLY, the parties agree as follows:

1. Sub-Grantee agrees to implement this project within sixty (60) days following the effective date of the grant award or this Agreement may be subject to cancellation. Notice of grant award may be by electronic or other written means at the discretion of the Fiduciary Agent. Evidence of project implementation is to be reported within the first sixty (60) days, and may include, but is not limited to, schedule of values or project time line, notices to governing boards or agencies of project award, advice memorandum, written and/or electronic project communications, development and issue of solicitation announcements, contracting documents, and purchase orders or similar documents acceptable to the Fiduciary Agent as evidence of compliance.

2. Sub-Grantee shall comply with all federal statutes, regulations and guidance applicable to administration of the Port Security Grant Program including but not limited to
   - 2 C.F.R. subtitle A
   - 44 C.F.R. Part 13
   - Office of Management and Budget (OMB) Circulars, as applicable
   - A-21 Cost Principles for Educational Institutions
   - A-87 Cost Principles for State, Local and Indian Tribal Governments
   - A-122 Cost Principles for Non-Profit Organizations
   - A-102 Uniform Administrative Requirements for Grants and Agreements with State and Local Governments
   - A-110 Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
   - 48 C.F.R. Part 31 et. seq. Contract Cost Principles and Procedures.

   Sub-Grantee shall assure that these conditions apply to all recipients of funds.

3. The Sub-Grantee has demonstrated that the federal procurement guidelines can be satisfied by the procurement and purchasing policies and procedures guidelines established by the City and County of San Francisco. Therefore, the San Francisco Marine Exchange waives all requirements set forth in the "SFMX PSGP Procurement and Purchasing Policies and Procedures Manual", as evidenced by the letter from the Marine Exchange to the San Francisco Fire Department as Appendix B attached to this Agreement.

4. Upon receiving the invoices, the FA shall be authorized to review Sub-Grantee's request for reimbursement. The FA will also be authorized to request additional information or clarification from Sub-Grantee. Such a response shall not be unreasonably withheld by Sub-Grantee, but in no case shall the FA be compelled to pay said invoices until the requested clarifications are made or additional information is received, accepted and approved by the FA.

5. For the purposes of meeting federal audit requirements, Sub-Grantee agrees to comply with requirements of OMB Circular A-133 for States, Local Governments and Non-Profits.

6. Sub-Grantee agrees to submit, at such times and in such form as the FA may request, activity reports on the Sub-Award and the Project. Sub-Grantee shall submit quarterly operational summaries and financial reports no later than the 15th day of January, April, July and October; and the Semi-Annual Progress Reports by the 15th of January and July during each year this Agreement. The final progress report must be filed with the FA within thirty (30) days after the termination of the last year of the Federal Award. The FA must receive the final progress report prior to the final cost report being paid.

7. No contract or agreement may be entered into by Sub-Grantee for execution of Project activities or provision of services to the Project that are not incorporated in the approved application other than purchase of supplies or standard commercial or maintenance services. All contracts and agreements shall provide that Sub-Grantee shall retain ultimate control and responsibility for the proper execution of the Project and that these Contract conditions as detailed herein will also fully apply and bind the contractor, consultant or vendor. In any case, where Sub-Grantee enters into a contract with third parties, the SFMX is not a party to such a contract and shall not be obligated or liable for any breach of contract or other action in law to any party other than the original Sub-Grantee under the specific terms of this Agreement.

8. Upon approval of acceptable invoices for services, equipment and work validated and performed, the FA agrees to reimburse Sub-Grantee for actual expenditures made related to the Project, which in no case may exceed the federal funds amount awarded to Sub-Grantee at the time of approval of Sub-Grantee's IJ by FEMA as provided for in Attachment "A".

9. In entering into this Agreement, it is implicitly agreed between both signatories that the FA is not under any obligation to reimburse the Sub-Recipient for any amounts not received by the FA from FEMA, for what so ever reason.

10. Sub-Grantee shall indemnify, defend and hold harmless the FA and its officers, directors, employees and agents, from and against all liability, loss, cost or expense (including attorney's fees) by reason of liability imposed upon the FA, arising out of or related to Sub-Grantee's performance under this Agreement, whether caused by or contributed to by the FA or any other party indemnified herein, including but not limited to any malfeasance, negligent or intentional acts of Sub-Grantee, its officers, agents or employees or its subcontractors or their agents and employees, unless such a loss is caused solely by the malfeasance or negligence of the FA, its officers, directors, employees or agents.

11. It is understood by both signatories to this Agreement, that this Agreement shall remain in effect in accordance with the terms and conditions of the Grant Award, but in no event longer than the statutory provision of 5 years or less as may be determined by the grant performance period following the execution by both parties.

12. All notices, requests, demands and other communications required or permitted to be made under this Agreement shall be in writing and shall be given by personal

delivery, by certified mail, return receipt requested, first class postage prepaid, or by nationally recognized overnight delivery service, in each case addressed to the signed party below at the address specified. Either party may change the address to which communications are to be sent by giving notice of such change of address in conformity with the provisions of this Section. Notice shall be deemed to be effective, if personally delivered, when delivered; if mailed, at midnight on the third business day after being sent by certified mail; and if sent by nationally recognized overnight delivery service, on the next business day.

If to the Marine Exchange:

Marine Exchange of the San Francisco Bay Region
Captain Lynn Korwatch, Executive Director
505 Beach Street, Suite 300
San Francisco, CA 94133-1131

If to Sub-Grantee:
San Francisco Fire Department
Mark Kearney, Director of Homeland Security
698 Second Street
San Francisco, CA 94107

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date below their signatures.

The Marine Exchange of the
San Francisco Bay Region

By: _____

Its: Executive Director

Dated: 11/17/2011

Sub-Grantee Organization

By: _____
Joanne Hayes-White
Chief of Department,
San Francisco Fire Department

Dated: 11/21/11

Approved as to Form
Dennis J. Herrera
City Attorney

_____
Alicia Cabrera
Deputy City Attorney

# ATTACHMENT "A"

## PROJECT INVESTMENT JUSTIFICATION AND BUDGET

MARINE EXCHANGE

# PSGP FY 2011Investment Justification Template IJ # 16

As part of the FY 2011 PSGP application process, applicants must develop a formal Investment Justification that addresses each initiative being proposed for funding. A separate Investment Justification should be submitted for each proposed project. Each entity within a Group III or All Other Port Area may apply for up to three projects. Due to the nature of the Fiduciary Agent (FA) process, FA's are not limited to three projects. Investment Justifications must demonstrate how proposed projects address gaps and deficiencies in current programs and capabilities. The Investment Justification must demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by FEMA. Applicants must ensure that the Investment Justification is consistent with all applicable requirements outlined in the application kit.

| INVESTMENT HEADING | |
|---|---|
| Port Area | San Francisco Bay |
| State | California |
| Applicant Organization | San Francisco Fire Department |
| Investment Name | Fire and Rescue Boat Upgrades |
| Investment Amount | $115,000 |

## I. BACKGROUND

*Note: This section only needs to be completed once per application, regardless of the number of Investments proposed. The information in this section provides background and context for the Investment(s) requested, but does not represent the evaluation criteria used by DHS for rating individual Investment proposals.*

| I. Provide an overview of the port system in which this Investment will take place | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed 1 page |
| Response Instructions | • Area of Operations:<br>Identify COTP zone<br>Identify eligible port area<br>Identify exact location [illegible]<br>Identify [illegible]<br><br>• Point(s) of contact for organization (position contact information)<br>Identify the organization's Authorizing Official for [illegible] grant [illegible] including major information (include sub-grantee entering agreement with Group 1 and 2 port areas under FA process)<br>Identify the organization's primary point of contact for management of the project(s)<br><br>• Ownership or Operation:<br>Identify whether the applicant is (1) a private firm, (2) a state or local agency or (3) a consortium composed of local stakeholder groups (e.g., river groups, ports or terminal associations representing federally regulated ports, terminals, US flagged vessels or owners)<br><br>• Role in providing layered protection of regulated entities (applicable to State or local agencies, consortia and associations only).<br><br>• Describe your organization's specific roles, responsibilities and activities in delivering layered protection<br><br>• Important features:<br><br>• [illegible] |

## I. Provide an overview of the port system in which this Investment will take place

| | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed 1 page |

- Ferry systems required data
  - Infrastructure
  - Ridership data
  - Number of passenger miles
  - Number of vehicles per vessel (if any)
  - Types of service and other important features
  - System map
  - Geographical borders of the system and the cities & counties served
  - Other sources of funding being leveraged for security enhancements

The San Francisco Fire Department is requesting grant funding under the Port Security Grant Program, Fiscal Year 2011, to increase our ability to respond to marine emergencies on the San Francisco Bay Waters more effectively and efficiently. The San Francisco Fire Department is located in COTP Zone Sector San Francisco. The SFFD staffs a variety of marine assets that are staffed 24/7 365 days a year and are available for regional use as well as their own operational area. This request includes upgraded equipment for our Fire and Rescue vessels that will allow for an enhanced and more efficient response to a variety of emergencies. These types of emergencies include, but are not limited to, marine firefighting, dock and pier firefighting, oil spill response, search and rescue, dive operations and law enforcement support operations.

These upgrades are to be placed on Fire Boat's 1 & 2 and Rescue Boat 1. Fireboat 1 & 2 are located at SF Pier 22 ½ on the Embarcadero under the Bay Bridge and Rescue Boat 1 is located at the San Francisco Marina. The SFFD has current usage agreements with CCSF Recreation and Parks and The Port of SF where are vessels are located.

The San Francisco Fire Department's authorizing official for entering into grant agreements is ADC Mark Kearney: Director of Homeland Security - 698 2nd Street, SF CA 94107. Telephone: 415-558-3680. Email: mark.kearney@sfgov.org.

The San Francisco Fire Department (SFFD) is a local government agency directly responsible for fire protection, life safety, rescue, and environmental preservation in regards to hazardous materials spills for The City and County of San Francisco and along the waters of the San Francisco Bay. The SFFD's vessels have limited capabilities that restrict our members from operating in poor weather conditions, during night operations, and communicating with the United States Coast Guard (USCG). SFFD vessels have radar, navionics, and local radios, but we lack the ability to locate hazards and victims at night and in poor weather, and communicate with the USCG on its radio frequencies.

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The SFFD provides all hazards marine operations service to the City and County of San Francisco along with the rest of the region on a mutual aid agreement that is in place with California OES. SFFD is also an active participant in the USCG Sector SF Neptune Coalition. The SFFD is the only agency in Northern California with a 24/7 staffed Type 1 and Type 2 Firefighting vessels. With a limited number of marine firefighting and rescue vessels in the San Francisco Bay, these upgrades would provide a much needed resource the proper capabilities to help the region mitigate a wide variety of marine related emergencies, natural disasters & acts of terrorism.

The SFFD currently trains with and participates in area wide exercises with other marine emergency responders in and around the San Francisco Bay. This includes Urban Shield. The department is also an active participant in Fleet Week on the Bay. Currently, the SFFD is a member of the San Francisco Bay Area Marine Firefighting Task Force. This Task Force is dedicated working with local fire departments and other emergency responders in creating a marine firefighting response plan including coordinated dispatching and uniform training standards. The SFFD works very closely with the SFPD and train together on a regular basis to be ready to co respond to any marine related incident. The SFFD will be a lead response agency for the upcoming Americas Cup events.

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# II. STRATEGIC AND PROGRAM PRIORITIES

| II.A. Provide a brief abstract of the Investment (List just ONE Investment) | |
|---|---|
| Response Type | Narrative |
| Page Limit | Not to exceed 1/2 page |
| Response Instructions | Provide a succinct statement summarizing the investment |
| Response | This grant request is for upgrades to Fire Boat's 1 & 2 and Rescue Boat 1 making the vessels fully capable of providing an adequate response to a wide variety of emergencies on the San Francisco Bay Waters including harbors, ports, and surrounding areas. Currently, our vessels lack the capabilities that are sufficient to meet the response needs for San Francisco Bay. These upgrades would help to fill this needed gap and provide a much needed resource to the San Francisco Bay Area.<br><br>The requested upgrades include a forward looking infrared camera (FLIR), automatic identification system (AIS), and a digital radio capable of communicating directly with the USCG and other responding resources. All of these would be installed onto our vessels to increase our operational capabilities and readiness.<br><br>With the addition of a FLIR Camera and AIS System, SFFD vessels will be able to operate more safely when responding to incidents in poor weather and low visibility. These two pieces of equipment will allow our vessels to operate safely without the fear of colliding with other vessels or fixed objects. The FLIR Camera and AIS System allow the crews to have a real time image of the bay waters even in zero visibility situations. Having this capability will allow us to locate victims of an incident that may be lost and in the water. It will also allow us to observe critical infrastructure and key assets while underway during night and low visibility situations.<br><br>To address current communication issues for marine resources on the San Francisco Bay, this request also includes a radio that is capable of communicating directly with the USCG on their new digital radio system. This new capability will minimize communication failures, a common denominator during emergencies and training exercises.<br><br>SFFD vessels will also serve as a working platform for both EMS and Law Enforcement personnel. These requested upgrades will help dramatically in both EMS and Law Enforcement responses. This new technology will be utilized by all three disciplines and benefit them all equally in terms of emergency response.<br><br>The request includes installation, shipping and handling, and applicable sales tax.<br><br>AEL Numbers: 06CP-01-MOBL Mobile Radio, 03OE-02-TILA FLIR Camera, 14SW-02-RADR AIS Radar Based System - Mobile |

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| II.B. Describe how the Investment will address one or more of the PSGP priorities and Area Maritime Security Plan or COTP Priorities (how it corresponds with PRMP for Group I and II) | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed ½ page |
| **Response Instructions** | • Describe how and the extent to which the investment addresses:<br>o Enhancement of Maritime Domain Awareness<br>o Enhancement of IED and WMD prevention, protection, response and recovery capabilities<br>o Training and exercises<br>o Efforts supporting the implementation of TWIC<br>• Area Maritime Security Plan and/or Captain of the Port Priorities |
| **Response** | By funding this investment, numerous priorities will be addressed and result in an improvement of emergency marine response in the San Francisco Bay. The primary enhancement scene by funding this type of investment will be to IED and WMD prevention, protection, response, and recovery capabilities. This enhancement will be made possible as SFFD vessels will be used by Fire, EMS, and Law emergency responders. The Risk Mitigation Plan specifically calls for "Enhanced Marine Firefighting Capabilities" throughout the Bay Area. This need is addressed in initiative 4.5.9, Expanded Marine Firefighting Capabilities. The points addressed in this section are addressed by this investment as it meets them as described below.<br><br>With enhanced navigational equipment, vision aids, and improved communications, law enforcement personnel will be able to use the vessel as a platform from which to work off in dealing with the prevention and protection aspects of the IED and WMD threats including those which are similar to the USS Cole style attacks. SFFD vessels can access most parts of the bay.<br><br>Fire and EMS responders will be able to respond to and assist in recovery capabilities of these IED and WMD more effectively if able to utilize this new technology. SFFD vessels will allow rescuers the ability to perform appropriate responses and affect rescues of those affected by IED and WMD events. A majority of these types of events result in situations that require a response from emergency responders including search and rescue, threat detection, and hazards associated with the incident such as fire and hazardous materials spills. The Area Maritime Security Plan addresses five different scenarios that have the potential of occurring in and gravely affecting the San Francisco Bay Region. The upgrades to this type of asset would significantly increase the region's ability to respond and mitigate scenarios 1 through 4 and assist with the region's ability to mitigate scenario 5.<br><br>The Captain of the Port addresses marine firefighting in the Marine Firefighting Contingency Plan. This plan dictates that local fire departments are responsible for marine firefighting within their jurisdictions on bay waters. Currently, there are very few resources in the San Francisco Bay that are able to provide firefighting services. SFFD vessels will help to fill that gap but cannot completely do so without the requested upgrades. By equipping it with a FLIR Camera, AIS System, and appropriate radios, it will provide a much needed resource to high risk areas such as: passenger ferry terminals, the Ports of San Francisco, Oakland, Richmond, and Redwood City, San Francisco International Airport, Oakland International Airport, Anchorage 9 (which has been identified as an anchorage where ships on fire can be anchored), Hunter's Point Naval Ship Yard, and any where else in the San Francisco Bay that requests assistance on a 24/7 basis. |

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# III. IMPACT

| III.A. Describe how the project offers the highest risk reduction potential at the least cost. | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed 1 page |
| **Response Instructions** | • Discuss how the project will [illegible] risk [illegible]<br>• Discuss how this investment will reduce risk by [illegible] reduce vulnerabilities or mitigate the consequences of an event by addressing the results of [illegible] vulnerability assessment analysis and review |
| **Response** | The investment requested by the SFFD is an attempt to reduce maritime risks in the San Francisco in a cost effective manner by attempting to close a large gap in emergency response to a significant portion of the San Francisco Bay by upgrading a current vessel and maximize its potential. By funding this technology upgrade, a much needed marine response vehicle will be in place and ready to respond to a variety of emergencies. The capability would also support the same variety of emergencies anywhere requested throughout the bay.<br><br>This investment will meet numerous needs and mission types with a low cost upgrade to SFFD vessels, marine response vessels that will be staffed by trained emergency responders on a 24/7 basis. By implementing these types of upgrades in San Francisco, emergency marine responders will now have a much better equipped marine asset located in a strategic geographic location. This strategic location will allow for a rapid response to not only SF but also to numerous high risks locations throughout the region. By upgrading SFFD vessels, the SF bay region will now be covered by a more adequate fire suppression, rescue, EMS, and law enforcement resource.<br><br>This new equipment will be utilized not only by fire department personnel, but also by law enforcement personnel needing a marine platform to operate from. This increases the amount of risk reduction on the bay without increasing costs.<br><br>The SFFD currently trains and participates in exercises that keep its responders ready to respond to emergencies on the bay waters. This element of the program is funded by the SFFD and will continue to do so if awarded grant funding to purchase this investment. The SFFD will incur the maintenance and upkeep of the new equipment as well as contribute monies to keep our personnel properly trained on its operation and use. |

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| III.B. Describe current capabilities similar to this Investment | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed 1 page |
| **Response Instructions** | • Describe how many agencies within the port have existing equipment in place within the same or similar capacity as the proposed project<br>• Include the number of [illegible] that are similar to the proposed project |
| **Response** | The San Francisco Bay Region currently lacks substantial marine firefighting, search and rescue, and multi-discipline marine platform resources needed to properly mitigate a variety of emergencies that could potentially affect the region in an adverse way. Most of these resources do not have fully staffed marine assets ready to respond 24/7. Extended response times can lead to devastating results in regards to life safety, rescue, environmental conservation, and property loss.<br><br>The San Francisco Bay Region includes only five staffed Fire Department Fire Boats 24/7. These boats are located in San Francisco, South San Francisco, Redwood City, Sausalito, and Tiburon. A fourth fire boat is located at the Port of Oakland but is not staffed on a 24/7 basis. A fifth boat is located at San Francisco International Airport but is restricted by the FAA to the areas surrounding the airport property and flight paths. The remaining boats capable of providing fire protection and search and rescue capability are privately owned tug boats and barges. These vessels are located some distance from the south bay and are mostly based out of the north–east bay.<br><br>The above resources are capable of providing some level of fire protection, search and rescue capabilities, and EMS response, but none can offer the capabilities of what we are requesting. These enhancements are capable of providing very effective new abilities that aid in and enhance numerous aspects of emergency response in the marine environment. The will also aid in EMS response and Law Enforcement response as the technology is applicable to those disciplines.<br><br>SFFD vessels equipped with these upgrades will be located in a geographically advantageous area. They will be staffed 24/7 by the SFFD and provide a paramedic level of EMS care. These vessels can be expected to be one of the first arriving marine resources to any incident on the bay. |

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# IV. FUNDING & IMPLEMENTATION PLAN

- Complete the IV.A. to identify the amount of funding you are requesting for this investment only
- Funds should be requested by allowable cost categories as identified below
- Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular Investment

*Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment. See following section for a sample format.*

The template below illustrates how the applicants should indicate the amount of FY 2011 PSGP funding required for the investment, how these funds will be allocated across the cost elements, and the required cash or in-kind match:

| IV.A. Investment Funding Plan | FY 2011 PSGP Request Total | Match (Optional) | GRAND TOTAL |
|---|---|---|---|
| Maritime Domain Awareness | | | $ |
| IED and WMD Prevention, Protection Response and Recovery Capabilities | $115,000 | | $ 115,000 |
| Training | | | $ |
| Exercises | | | $ |
| TWIC Implementation | | | $ |
| Operational Packages (OPacks) | | | $ |
| M&A | | | $ |
| TOTAL | $115,000 | $0 | $115,000 |

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**IV.B. Provide a high-level timeline, milestones and dates, for the implementation of this Investment such as stakeholder engagement, planning, major acquisitions or purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided.**

| | |
|---|---|
| **Response Type** | Narrative |
| **Page Limit** | Not to exceed 1 page |
| **Response Instructions** | • Only include major milestones that are critical to the success of the Investment<br>• Milestones are for this discrete investment – those that are covered by the requested FY 2011 PSGP funds and will be completed within the 36 month period of performance starting from the award date, giving consideration for lead and approval processes (e.g., for those with a 24 month project period)<br>• Milestones should be kept to high-level, major tasks that will need to occur (i.e. Design and development, begin procurement process, site preparations, installation, project completion, etc.)<br>• List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above)<br><br>*Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An Itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment.* |

September 30, 2011: Grant Award from DHS/FEMA

October 31, 2011: Grant Formally Accepted by the San Francisco BOS

December 15, 2011: Finalization of Quote, Contract, and Purchase Order Complete

January 15, 2012: Order Placed

March 31, 2012: Installation Complete

April 30, 2012: Reimbursement Submitted and Complete

May 31, 2012: Grant Close-Out Complete

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# V. CONTACT INFORMATION

| PROVIDE PROJECT CONTACT INFORMATION | |
|---|---|
| PROJECT SITE ADDRESS | |
| PRIMARY CONTACT | NAME:<br>ORGANIZATION:<br>ADDRESS:<br>CITY, ST ZIP:<br>TELEPHONE:<br>EMAIL: |
| SECONDARY CONTACT: | NAME:<br>ORGANIZATION:<br>ADDRESS:<br>CITY, ST ZIP:<br>TELEPHONE:<br>EMAIL: |
| PROJECT MANAGER: | NAME:<br>ORGANIZATION:<br>ADDRESS:<br>CITY, ST ZIP:<br>TELEPHONE:<br>EMAIL: |

- DO NOT USE P.O. BOXES
- MUST HAVE STREET ADDRESS

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## PROVIDE PROJECT CONTACT INFORMATION

| | |
|---|---|
| **PROJECT SITE ADDRESS** | SF Pier 22 1/2<br>Embarcadero South<br>San Francisco, CA 94105<br>415 558 3235 |
| **PRIMARY CONTACT** | ADC Mark Kearney<br>Director of Homeland Security<br>San Francisco Fire Department<br>698 2nd Street<br>San Francisco, CA 94107<br>415 558 3680<br>Mark.kearney@sfgov.org |
| **SECONDARY CONTACT:** | Mr. Mark Corso Chief Financial Officer<br>San Francisco Fire Department<br>698 2nd Street<br>San Francisco, CA 94107<br>415 558 3417<br>Mark.corso@sfgov.org |
| **PROJECT MANAGER:** | ADC Mark Kearney<br>Director of Homeland Security<br>San Francisco Fire Department<br>698 2nd Street<br>San Francisco, CA 94107<br>415 558 3680<br>Mark.kearney@sfgov.org |

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# ATTACHMENT "B"

**PROCUREMENT AND PURCHASING POLICIES AND PROCEDURES WAIVER**

FOUNDED 1889

MARINE EXCHANGE OF THE SAN FRANCISCO BAY REGION

505 Beach Street, Suite 300
San Francisco, CA 94133-1131

phone: (415) 441-6600
fax: (415) 441-1025

website: www.sfmx.org
email: info@sfmx.org

February 16, 2011

Mr. Mark Corso
Finance Division
San Francisco Fire Department
698 2nd Street
San Francisco CA 94107

RE: Port Security Grant Program (PSGP)
SFMX PSGP Procurement and Purchasing Policies and Procedures Requirement

Dear Mark:

All Sub-Grantee Agreements require that any recipient of PSGP funds must follow the guidelines established in the SFMX PSGP Procurement and Purchasing Policies and Procedures document. As stated in Section 3 of the Sub Grantee Agreement, waiver of this requirement can be made if the Sub Grantee can demonstrate that federal procurement guidelines are satisfied by an existing internal document.

I have reviewed the procurement and purchasing policies and procedures guidelines established by the City and County of San Francisco and have determined that such a waiver exists for all monies funded to the Port of San Francisco. All references in the Sub-Grantee Agreement to SFMX PSGP Procurement and Purchasing Policies and Procedures are waived.

Sincerely,

Rob Strahan
Chief Financial Officer

# FIRE COMMISSION

## City and County of San Francisco

### Edwin M. Lee, Mayor

George Lau, *President*
Michael Hardeman, *Vice President*
Stephen A. Nakajo, *Commissioner*
Andrea Evans, *Commissioner*
London Breed, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Monica Quattrin, *Commission Secretary*

## RESOLUTION 2012-01

RESOLUTION RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN FRANCISCO FIRE DEPARTMENT TO RETROACTIVELY ACCEPT AND EXPEND FISCAL YEAR 2011 PORT SECURITY GRANT PROGRAM FUNDING IN THE AMOUNT OF $215,000 FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY TO PURCHASE ASSETS TO ENHANCE ITS WATER-BASED RESPONSE CAPABILITIES AND INCREASE PORT PROTECTION.

WHEREAS, The San Francisco Fire Department (SFFD) responds to over 100,000 incidents each year, including fires, vehicle accidents, and medical and other emergencies; and,

WHEREAS, Due to its geographic and topographic layout, as well as other factors, the SFFD is confronted with unique challenges in responding to these incidents; and

WHEREAS, One of these unique challenges consists of the Department's responsibilities for the protection of the Port of San Francisco and the San Francisco Bay; and,

WHEREAS, The SFFD applied for marine-based projects form the Port Security Grant Program Fiscal Year 2011 grant cycle and was awarded grant funds from the Federal Emergency Management Agency (FEMA) for dive rescue equipment upgrades and Fire Boat enhancements; and,

WHEREAS, The total amount of the FEMA grants is $215,000 for the completion of these projects and the enhancement of the SFFD's water-based response capabilities; and,

WHEREAS, The non-profit, San Francisco Marine Exchange, has been selected by FEMA as the designated fiduciary agent for the region for the Port Security Grant funding; and,

WHEREAS, The Department will not have to provide any matching funds for the grants; and,

WHEREAS, The SFFD wishes to accept and expend the grant, to support and promote marine operations and enhance its protection of the San Francisco Bay and Port of San Francisco; now, therefore, be it

RESOLVED, That the Fire Commission recommends that the Board of Supervisors authorize the Fire Department to retroactively accept and expend Fiscal Year 2011 Port Security Grant funding from FEMA in the amount of $215,000 to purchase assets to enhance the Department's water response capabilities and increase Port protection.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 8, 2012.

Ayes: 5 (Lau, Hardeman, Nakajo, Evans, Breed)
Nays: 0

Monica Quattrin

Monica Quattrin, Commission Secretary