

File No. 111273

Committee Item No. 3

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: December 7, 2011

Board of Supervisors Meeting

Date _____

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget & Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Ethics Form 126 |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |

OTHER

(Use back side if additional space is needed)

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Completed by: Victor Young

Date: December 2, 2011

Completed by: Victor Young

Date: _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

1 [Accept and Expend Grant - FY09 Buffer Zone Protection Program Grant - \$199,820]

2
3 **Resolution authorizing the Department of Emergency Management to retroactively**
4 **accept and expend a Fiscal Year 2009 Buffer Zone Protection Program grant in the**
5 **amount of \$199,820 from the U.S. Department of Homeland Security, through the**
6 **California Emergency Management Agency, to fund critical infrastructure protection**
7 **needs.**

8
9 WHEREAS, The Buffer Zone Protection Program (BZPP) is a targeted infrastructure
10 protection program that provides grant funds to build security and risk-management
11 capabilities at the state and local levels that help protect critical infrastructure from acts of
12 terror; and;

13 WHEREAS, BZPP grant funds are awarded by the federal Department of Homeland
14 Security (DHS), and in California pass to the recipient through the California Emergency
15 Management Agency (CalEMA); and,

16 WHEREAS, For the Fiscal Year 2009 BZPP program, DHS identified one site in San
17 Francisco for award of grant funding for infrastructure protection activities; and,

18 WHEREAS, The San Francisco Police Department, in conjunction with Federal
19 Security Advisors, conducted a site assessment as a critical element in the BZPP grant award
20 process; and,

21 WHEREAS, Upon completion of these assessments, the San Francisco Police
22 Department submitted a Buffer Zone Plan (BZP) and Vulnerability Reduction Purchasing Plan
23 (VRPP) for the funded site; and,

1 WHEREAS, DHS and CalEMA must approve the BZP and VRPP before procurement
2 and implementation of the project designated in the VRPP can begin at the proposed site;
3 and,

4 WHEREAS, DHS and CalEMA approved the BZP and VRPP for the San Francisco site
5 on August 31, 2011; and,

6 WHEREAS, San Francisco will expend \$194,000 of the grant funds to purchase critical
7 security equipment for the designated site, and retain \$5,820 for management and
8 administration costs associated with the grant; and,

9 WHEREAS, The City must expend BZPP funds no later than December 30, 2011,
10 unless an extension is granted; and,

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

12 WHEREAS, The grant does not include any provisions for indirect costs; now,
13 therefore, be it


14 RESOLVED, That the San Francisco Board of Supervisors hereby authorizes the
15 Department of Emergency Management (DEM) to retroactively accept and expend a FY 2009
16 BZPP grant in the amount of \$199,820 from the DHS through the CalEMA to fund a critical
17 infrastructure need as provided in the award; and, be it

18 FURTHER RESOLVED, That the DEM Executive Director, or designee, is authorized
19 to furnish whatever additional information or assurances the DHS or CalEMA may request in
20 connection with this grant, to execute any and all agreements or other documents, and to take
21 any other steps necessary to accept, distribute and expend the grant funds; and, be it

22 FURTHER RESOLVED, That the grant does not include any provisions for indirect
23 costs, and indirect costs are hereby waived.

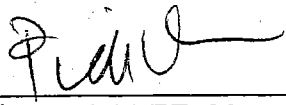
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Recommended:



For ANNE KRONENBERG, Executive Director
Department of Emergency Management

Approved:



for EDWIN LEE, Mayor



For BEN ROSENFELD,
Controller

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Anne Kronenberg
DATE: November 9, 2011
SUBJECT: Accept and Expend Resolution for Subject Grant
GRANT TITLE: FY 09 Buffer Zone Protection Program

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

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Grant award letter from funding agency
- Other (Explain): Grant Assurances

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Mary Landers

Phone: 705-8531

Interoffice Mail Address:

Certified copy required Yes

No

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

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

Grant Information Form
(Effective March 2005)

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

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

1. Grant Title: FY 09 Buffer Zone Protection Program
2. Department: Department of Emergency Management
3. Contact Person: Mary Landers Telephone: 705-8531
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ 199,820
- 6a. Matching Funds Required: \$ N/A
- b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: U.S. Dept. of Homeland Security
- b. Grant Pass-Through Agency (if applicable): California Emergency Management Agency
8. Proposed Grant Project Summary: Grant will fund critical infrastructure upgrades to 3 sites. San Francisco will act as the fiscal agent.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: April 1, 2009 End-Date: December 30, 2011
- 10a. Amount budgeted for contractual services: N/A
- b. Will contractual services be put out to bid?
- c. If so, will contract services help to further the goals of the department's MBE/WBE requirements?
- d. Is this likely to be a one-time or ongoing request for contracting out?
- 11a. Does the budget include indirect costs? Yes No
- b1. If yes, how much? \$
- b2. How was the amount calculated?
- c. If no, why are indirect costs not included?
 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? Unknown.
12. Any other significant grant requirements or comments:

****Disability Access Checklist****

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


- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input checked="" type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator and/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 or Mayor's Office of Disability Reviewer: Terrence Daniel
(Name)

Date Reviewed: 11/9/11

Department Approval: ^{Fov} Anne Kronenberg Exec Dir., Dept. of Emergency Management
(Name) (Title)

(Signature)

EDMUND G. BROWN JR.
GOVERNOR

MIKE DAYTON
ACTING SECRETARY



Cal EMA
CALIFORNIA EMERGENCY
MANAGEMENT AGENCY

August 31, 2011

Mary Landers
UASI Regional Planning Manager
10 Lombard Street, Suite 200
San Francisco, CA 94111

SUBJECT: Notification of Award Letter
Fiscal Year (FY) 2009 Buffer Zone Protection Program (BZPP)
San Francisco County
CAL EMA ID # 075-00000, Grant # 2009-0026
GRANT EXPENDITURE PERIOD: 04/01/2009-12/30/2011

Dear Ms Landers:

The California Emergency Management Agency (Cal EMA) has approved San Francisco County for FY 2009 BZPP funding in the amount of \$199,820. You may now request reimbursement of eligible grant expenditures using the Cal EMA Financial Management Forms Workbook available at www.calema.ca.gov.

Funds awarded under this allocation will be subject to the requirements described in the FY 2009 BZPP Program Guidance and Application Kit.

Cal EMA is available to provide technical assistance throughout the entire grant process. For assistance, please contact your Program Representative, Rakesh Sharma, at (916) 322-2737 or Rakesh.Sharma@calema.ca.gov.

Thank you for your effort in protecting California. We look forward to working with you and appreciate your cooperation and support.

Sincerely,



MIKE DAYTON
Acting Secretary

3650 SCHRIEVER AVENUE MATHER, CA 95655
HOMELAND SECURITY, PROP1B AND EMERGENCY MANAGEMENT BRANCH
(916) 324-9200 PHONE • (916) 322-9053 FAX

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

GRANT APPLICATION COVER SHEET

CFDA # _____

Alterations to this document may result in delayed application approval, modification requests, or reimbursement requests. Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.

1. Applicant Name: **Bay Area**

2. FIPS #: **075-00000**

3. Date: **July 29, 2011**

4. Grant Number: **2009-0026**

5. Program Selection

6. Amount Requested: **\$ 199,820**

7. FISCAL YEAR: **2009**

For State Use only

Application Approved By: _____

Grant Performance Period: _____

FIPS Number: _____

Grant Number: _____

Date: _____

Position	Signature	Printed Name	Title	Phone	Email
County Public Health Officer					
County Fire Chief					
Municipal Fire Chief					
County Sheriff					
Chief of Police					
Additional Position (Optional)					
Additional Position (Optional)					

Authorized Agent Contact Information	Title	Mailing Address	City	State	Zip	Phone	Email
Craig Dziedzic	Interim General Manager	10 Lombard St.	San Francisco	CA	94111	(415) 705-8516	Craig.Dziedzic@sfgov.org
Teresa Serata	Director of Strategy & Grant Compliance	10 Lombard St.	San Francisco	CA	94111	(415) 705-8520	Teresa.Serata@sfgov.org
Teresa Serata	Director of Strategy & Grant Compliance	10 Lombard St.	San Francisco	CA	94111	(415) 705-8520	Teresa.Serata@sfgov.org
Mary Landers	Grant Manager	10 Lombard St.	San Francisco	CA	94111	(415) 705-8531	Mary.Landers@sfgov.org

10. Statements of Certification

Select Application Type: Non-Profit, TA, SA, UASI, OA -> **OA**

Statement of Certification - County Authorized Agent - By signing below, I hereby certify I am the duly appointed Authorized Agent and have the authority to apply for this Grant Program and the Operational Areas's application represents the needs for this Grant Program.

11. Authorized Agent name/signature/date	Signature	Date
Printed Name	Teresa Serata	Friday, July 29, 2011

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

GRANT MANAGEMENT

Alterations to this document may result in delayed application approval, modification requests, or reimbursement requests.
 Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.

CFDA #:

Bay Area
 075-00000
 July 8, 2011
 2009-0026

Name	Title	Area of Responsibility	Employee/Contractor	Employee Status
Sgt. Julian Ng	Subject Matter Expert	Logistics	Employee	Full time
Officer Katherine Cook	Subject Matter Expert	Logistics	Employee	Full time
Teresa Serata	Administrator	Grant Administration	Employee	Full time
May Landers	Management	Fiscal	Employee	Full time

Alterations to this document may result in delayed application approval, modification requests, or reimbursement requests. Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook. **Warning!** Decimal usage is not allowed. Attempts to use decimals will prompt error message.

Bay Area

075-00000

2009-0026

CFDA #

LEDGER TYPE:	Initial Application
Today's Date:	Friday, July 29, 2011
Expenditure Period:	(Date) From: 4/1/2009 (Date) To: 12/30/2011

Item Number	Project	Project Name	Funding Source	Discipline	Solution Area	Solution Area Sub-Category	Total Obligated	Amount Approved Previous	Amount This Request	Match Amount	Total Approved	Remaining Balance	Percentage Complete
1	A	Site A	BZPP	LE	Equip	Explosive Device Mitigation and Remediation	110,320					110,320	
		Site A	BZPP	LE	Equip	Interoperable Communications Equipment	65,785					65,785	
3	A	Site A	BZPP	LE	Equip	Other Authorized Equipments	17,895					17,895	
4	A	Site A	BZPP	LE	M & A	Supplies/Materials	5,820					5,820	
5													
6													
7													
8													
9													
10													
11													
12													
13													
							199,820					199,820	

Bay Area

075-00000

July 8, 2011

2009-0026

Project	State Investment Justification Goals and Objectives	Project Description	Need	Project Milestone & Justifications
Project A	Investment Goal Objective	Planning and equipment for Site A	As determined by the US DHS, Site A requires equipment to ensure that it is secure.	At the 6 month mark, this project will be 50% complete and \$96,515 funds will be expended. At the 12 month mark, this project will be 100% complete and \$193,030 funds will be expended. At the 18 month mark, this project will be % complete and \$ ___ funds will be expended.
Project B	Investment Goal Objective			At the 6 month mark, this project will be 50% complete and \$96,515 funds will be expended. At the 12 month mark, this project will be 100% complete and \$193,030 funds will be expended. At the 18 month mark, this project will be % complete and \$ ___ funds will be expended.
Project C	Investment Goal Objective			At the 6-month mark, this project will be 50% complete and \$96,515 funds will be expended. At the 12-month mark, this project will be 100% complete and \$193,030 funds will be expended. At the 18-month mark, this project will be % complete and \$ ___ funds will be expended.

LEDBEA TYPE:	Initial Application
Today's Date:	July 29, 2011
Expenditure Period:	(Date) From: 4/1/2009 (Date) To: 12/31/2011

Project	Equipment Description & (Quantity)	AEI #	AEI Title	Section Control	Funding Source	Describe	Solution Area Sub-Category	Invoice Number	Vendor	ID Tag Number	Condition & Disposition	Deployed Location	Acquired Date	Hold Trigger	Approve Date	Estimated Cost	Amount Approved Through	Amount This Request	Cost Incur #	Total Approved	Remaining Balance		
A	Backpack remote CBRIE inspection and search and rescue platform (1)	02EC-02-RMT	Attachments/Tools, Robot		BZPP	LE	Explosive Device Mitigation and Remediation							No hold indicated		110,320					110,320	194,000	
A	Mobile radios (1)	06CP-01-HCDB	Radio, Mobile		BZPP	LE	Interoperable Communications Equipment							No hold indicated		4,600						4,600	
A	Portable radios (15)	06CP-01-PCRT	Radio, Portable		BZPP	LE	Interoperable Communications Equipment							No hold indicated		61,185						61,185	
A	Shipping Taxes	21GN-00-SHIP	Shipping		BZPP	LE	Other Authorized Equipment							No hold indicated		1,667						1,667	
		21GN-00-STAX	Sales Tax		BZPP	LE	Other Authorized Equipment							No hold indicated		16,228						16,228	

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

AUTHORIZED AGENT

Alterations to this document may result in delayed application approval, modification requests, or reimbursement requests. Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.

CFDA #:

Bay Area

075-00000

2009-0026

Supporting Information for Reimbursement/Advance of State and Federal Funds

This request is for an/a: Initial Application

This claim is for costs incurred within the grant expenditure period from and does not cross fiscal years.

April 1, 2009
(Beginning Expenditure Period Date)

through

December 30, 2011
(Ending Expenditure Period Date)

Under Penalty of Perjury I certify that:

I am the duly authorized officer of the claimant herein. This claim is true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations and grant conditions and assurances.

Statement of Certification - Authorized Agent

By signing below, I hereby certify that I am the duly appointed Authorized Agent and have the authority to apply for the Homeland Security, Transit Security, Non-Profit Security Grant Program, PRCP 1B, Urban Area Security Initiative, and the Operational Area's application represents the needs for the State Homeland Security Program.

Teresa Serata

Printed Name

Signature of Authorized Agent



Date

7/29/2011

Mail workbooks to:

Rakesh Sharma

Homeland Security Grants - CA/EMA

California Emergency Management Agency

7 Schiever Avenue

Merced, CA 95655



Edwin M. Lee
Mayor

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

Division of Emergency Communications
Phone: (415) 558-3800 Fax: (415) 558-3843

Division of Emergency Services
Phone: (415) 487-5000 Fax: (415) 487-5043



Anne Kronenberg
Executive Director

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Anne Kronenberg
Executive Director, Department of Emergency Management
Date: November 9, 2011
RE: Resolution to Accept and Expend FY 2009 Buffer Zone Protection Program Grant

The Department of Emergency Management is pleased to present the following Grant Report in summary of the above-referenced item submitted by the Department of Emergency Management.

Legislation For Approval: The proposed resolution seeks the Board of Supervisors' approval for the acceptance (retroactive) and expenditure of \$199,820 in funds from the California Emergency Management Agency (CalEMA) and the Federal Department of Homeland Security (DHS) to provide financial assistance to build security and risk-management capabilities at the state and local levels that will help protect specifically identified critical infrastructure and key resources from threats or acts of terror.

Departments: **Department of Emergency Management (DEM):** Department will act as fiscal agent.

San Francisco Police Department (SFPD): Department will coordinate all expenditures for the 1 San Francisco site.

Amount: Grant allocation in the amount of \$194,000 for equipment, and \$5,820 to the DEM for M & A expenses.

Grant Period: April 1, 2009 through December 30, 2011

Source of funds: U.S. Department of Homeland Security

Indirect Costs: The proposed resolution waives indirect costs, because the grant program does not allow the charging of indirect costs.

Description:

The proposed resolution authorizes the Department of Emergency Management to accept and expend \$199,820 in federal grant funding from the FY 2009 Buffer Zone Protection Program Grant (Award # 2009-0026, OES # 075-00000), issued by the U.S. Department of Homeland Security to purchase critical security equipment. The grant will provide financial assistance to build security and risk-management capabilities that will help protect specifically identified critical infrastructure and key resources from threats or acts of terror.

Grant funds will be allocated to the following activities to accomplish the following tasks:

- (1) Equipment: \$194,000 has been allocated to purchase critical security enhancement equipment for 1 site.
- (2) Management and Administration: \$5,820 has been allocated for the management and administration of grant funds.

Budget:

The summary budget by activity for the subject grant is as follows:

Equipment:	\$ 194,000
M & A:	\$ 5,820
Total Budget:	\$199,820

Additional Comments:

- This grant was received by the City and County of San Francisco from the Department of Homeland Security. It is a pass through from the California Emergency Management Agency. The focus of the funding is on critical infrastructure. San Francisco will act as the fiscal agent for these funds.
- There are a no positions funded in this grant.
- No grant funds have been encumbered or expended.