

File No. 110883

Committee Item No. 2

Board Item No. 4

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Public Safety Date: October 20, 2011

Board of Supervisors Meeting Date: 11/1/11

### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" 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 Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form (for hearings)             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement (Approved as to Form)     |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

OTHER (Use back side if additional space is needed)

- |                                     |                                     |                                       |
|-------------------------------------|-------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Budget - Port Commission Reso.</u> |
| <input type="checkbox"/>            | <input type="checkbox"/>            | _____                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | _____                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | _____                                 |

Completed by: Andrea S. Ausberry

Date October 14, 2011

Completed by: [Signature]

Date 10/26/11

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 - Mass Notification System Security Improvements - \$551,552]

2  
3 **Resolution authorizing the Port of San Francisco to accept and expend a grant in the**  
4 **amount of \$551,552 from the Department of Homeland Security, 2010 Port Security**  
5 **Grant Program, for Ferry Building and Ferry Terminal Mass Notification System**  
6 **improvements at the Port of San Francisco.**

7  
8 WHEREAS, the Department of Homeland Security Infrastructure Protection Program's  
9 Port Security Grant Program (PSGP) provides grant funding to port areas for the protection of  
10 critical port infrastructure from terrorism; and the PSGP funds are primarily intended to assist  
11 ports in enhancing risk management capabilities, increasing domain awareness and  
12 improving capabilities for prevention, detection, response and recovery from attacks involving  
13 improvised explosive devices and other nonconventional weapons; and,

14 WHEREAS, on February 12, 2010, the Port of San Francisco submitted an application  
15 for grant funds under the PSGP; and,

16 WHEREAS, On January 19, 2011 the Port of San Francisco was awarded \$551,552  
17 in grant funds for the Ferry Building and Ferry Terminal Mass Notification System (the  
18 "grant"); and,

19 WHEREAS, On May 24, 2011, through Resolution 11-34, the Port Commission  
20 authorized Port staff to accept and expend the Homeland Security, Port Security Grant  
21 Program funds; and,

22 WHEREAS, DHS did not require a cash or 'in kind' match, but for the first time funded  
23 100% of the cost of the project with federal monies; and,

1 WHEREAS, This grant does not create any new positions and will not require an  
2 amendment to the Annual Salary Ordinance; and,

3 WHEREAS, All grant funding will go toward homeland security improvements for the  
4 Ferry Building and Ferry Terminal; and,

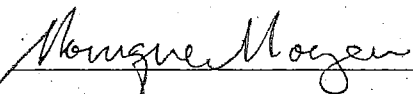
5 WHEREAS, The grant terms prohibit including indirect costs in the grant budget; now,  
6 therefore, be it

7 RESOLVED, That the Board of Supervisors hereby authorizes the San Francisco Port  
8 Commission to accept and expend \$551,552 in grant funding from DHS for homeland security  
9 improvements for the Ferry Building and Ferry Terminal; and be it

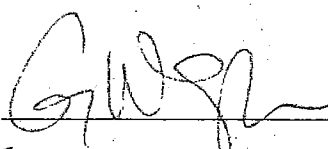
10 FURTHER RESOLVED, The Board of Supervisors hereby waives inclusion of indirect  
11 costs as a part of this grant; and be it

12 FURTHER RESOLVED, that the Board of Supervisors hereby authorizes the Executive  
13 Director of the Port or her designee to execute any documents required to enter into this  
14 grant, including any amendments, augmentations or extensions thereto and to indemnify the  
15 Marine Exchange of the San Francisco Bay Region, as fiduciary agent for FEMA, for liability  
16 associated with the activities funded through this grant to the extent approved by the City's  
17 Risk Manager, if required by the granting agency.

18  
19 Recommended:

20  
21 

22 Department Head

Approved: 

23 Mayor

24 Approved: 

25 Controller

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

**FROM:** Trisha Prashad, Port of San Francisco

**DATE:** July 15, 2011

**SUBJECT:** Accept and Expend Federal Grant Funds

**GRANT TITLE:** \$551,552 grant from the Department of Homeland Security (DHS), 2010 Infrastructure Protection Port Security Grant Program funds for mass notification system security improvements at the Port of San Francisco near the Ferry Building.

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 application

Award Letter

Other (Explain): Budget and Port Commission resolution

**Special Timeline Requirements:**

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

Name: Trisha Prashad

Phone: 415.274.0421

Interoffice Mail Address: Port of San Francisco, Pier 1

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: 110883  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective January 2000)

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: **Department of Homeland Security, 2010 Infrastructure Protection Program Port Security Grant Program for mass notification system security improvements at the Port of San Francisco near the Ferry Building.**
- 2. Department: **Port of San Francisco**
- 3. Contact Person: **Trisha Prashad** Telephone: **415-274-0421**
- 4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
- 5. Amount of Grant Funding Approved or Applied for: **\$551,552**
- 6a. Matching Funds Required: **n/a**  
b. Source(s) of matching funds (if applicable): **n/a**
- 7a. Grant Source Agency: **Department of Homeland Security**  
b. Grant Pass-Through Agency (if applicable): **n/a**
- 8. Proposed Grant Project Summary:

The Port was awarded the following funding during this round of the 2010 Port Security Grant Program:

- **\$551,552 Ferry Building and Ferry Terminal Mass Notification System** – This system will provide emergency alerting and directions to ferry riders and the public in the event of an act of terrorism, other human-caused disaster or natural disaster. This system will be comprised of audible and visual mass notification components, with audible and visual devices in publicly accessible areas including ferry terminals, the ferry plaza area (on the Ferry Building's water side), and Harry Bridges Plaza (on the Ferry Building's land side).

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

Start-Date: **January 19, 2011** End-Date: **September 30, 2015**

- 10. Number of new positions created and funded: **None**
- 11. If new positions are created, explain the disposition of employees once the grant ends? **n/a**
- 12a. Amount budgeted for contractual services: **\$551,552**  
b. Will contractual services be put out to bid? **Yes**

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? **Yes**

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

13a. 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):

14. Any other significant grant requirements or comments:

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

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

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

16. 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:

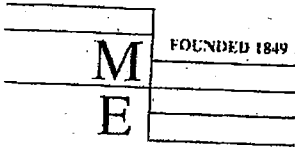
Comments: **The exhibits to the grant application consist of award letters for the various projects that are to be installed and created.**

Departmental or Mayor's Office of Disability Reviewer: Wendy Proctor  
(Name)

Date Reviewed: 7/14/2011

Department Approval: Monique Moyer, Executive Director  
(Name) (Title)

Monique Moyer  
(Signature)



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

January 19, 2011

Ms Sidonie Sansom  
Port of San Francisco  
Pier 1, The Embarcadero  
San Francisco CA 94111

RE: PSGP FY 2010 – Grant Award #2010-PU-T0-K050  
SF Bay Region IJ Project #11 – Port of San Francisco – Ferry Terminal Mass  
Notification  
(Federal Match Value: \$551,552.00 USD)

Dear Sidonie:

I am pleased to inform you that your project submitted under the FEMA Port Security Grant Program, FY 2010 has received final approval and may begin immediately.

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 before any payments can be authorized.

All projects must be completed and the grant closed out by September 30, 2015. This date is inflexible. If you have any concerns about your ability to execute the required Sub-Grantee Agreement or to complete your project before the final termination date, please contact me immediately.

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

I look forward to working with you.

Sincerely,

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



**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Port of San Francisco  
**DATE:** July 15, 2011  
**SUBJECT:** Budget Breakdown - \$551,552 grant from the Department of Homeland Security (DHS), 2010 Infrastructure Protection Port Security Grant Program funds for mass notification system security improvements at the Port of San Francisco near the Ferry Building.

**The Port's Grant Application**

The Port was awarded the following funding during this round of the 2010 Port Security Grant Program:

- \$551,552 Ferry Building and Ferry Terminal Mass Notification System** – This system will provide emergency alerting and directions to ferry riders and the public in the event of an act of terrorism, other human-caused disaster or natural disaster. This system will be comprised of audible and visual mass notification components, with audible and visual devices in publicly accessible areas including ferry terminals, the ferry plaza area (on the Ferry Building's water side), and Harry Bridges Plaza (on the Ferry Building's land side).

Budget Category	Amount		
	Total	Fed	Non-Fed
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Consultants/Contracts	551,552	551,552	
Other			
Total Direct Cost			
Indirect Costs			
Federal Request		551,552	
Non-Federal Amount			
Combined Total Project Costs	551,552		





**MEMORANDUM**

May 19, 2011

**TO:** MEMBERS, PORT COMMISSION  
Hon. Kimberly Brandon, President  
Hon. Ann Lazarus, Vice President  
Hon. Francis X. Crowley  
Hon. Doreen Woo Ho  
Hon. Leslie Katz

**FROM:** Monique Moyer *M. Moyer*  
Executive Director

**SUBJECT:** Request authorization to accept and expend \$551,552 in 2010 Infrastructure Protection Program Port Security Grant Program funds from the Department of Homeland Security for mass notification system security improvements at the Port of San Francisco near the Ferry Building

**DIRECTOR'S RECOMMENDATION:** Approve Attached Resolution

**Funding Overview**

On February 12, 2010, the Port of San Francisco, along with the Ports of Oakland, Richmond and Stockton, through their Fiduciary Agent, accepted a regional allocation from the Department of Homeland Security (DHS) for the 2010 Infrastructure Protection Program Port Security Grant Program (PSGP). Consistent with the 2007 Port Security grants, 2007 Supplemental, and 2008 and 2009 Port Security grants, the four major regional ports remained grouped together as a Tier I (highest risk) port area. As with the 2007 Supplemental, 2008 and 2009 PSGP rounds, port stakeholders were asked by the Federal Emergency Management Agency (FEMA) to identify a single entity that would apply for and accept funding on behalf of the stakeholders, as well as act as the responsible Fiduciary Agent for the port area and ensure that all port partners were incorporated in the planning and grant allocation processes. The Executive Director of the Marine Exchange of the San Francisco Bay Region (Marine Exchange), a 501(c)(1) non-profit membership organization, was again selected as the Fiduciary Agent (FA). In the 2010 PSGP grant cycle DHS allocated \$19,874,162 to the San Francisco Bay Region, for which each eligible entity within the region could apply. In this round, DHS did not require a cash or 'in kind' match, but for the first time funded 100% of the cost of the project with federal monies.

**THIS PRINT COVERS CALENDAR ITEM NO. 8D**

Applicants for funding under the 2010 PSGP used findings and recommendations from the Port-Wide Risk Management/Mitigation and Business Continuity/Resumption of Trade Plan (Plan), which had been mandated by DHS during the 2007 Supplemental PSGP round to increase regional cooperation and create a more strategic port area-wide focus, to justify their applications. A committee made up of representatives from the four major ports and representatives from each port stakeholder community evaluated the applications, using the criteria and priorities set forth in the 2010 PSGP Guidance and Application Kit. The Coast Guard Captain of the Port reviewed the committee's recommendations prior to the applications being sent to FEMA for review and approval. FEMA approved this 2010 PSGP application in early 2011.

The grant performance period is a maximum of thirty-six months, plus twenty-four additional months of extensions, which are usually granted in six-month increments. All 2010 PSGP-funded projects must be completed by September 30, 2015.

Because the Marine Exchange is a 501(c)(1) non-profit entity, and their Executive Director is the port area's Fiduciary Agent, a hold harmless provision is required as part of the Marine Exchange's agreement with each sub-grantee in order for the Marine Exchange to disburse grant funds. In past grant rounds, recipients received funding directly from DHS or FEMA, which as federal entities do not require hold harmless provisions. Without the hold harmless provision in the Marine Exchange's sub-grantee agreement with the Port of San Francisco, the Port will not be able to access grant funds. There is no additional cost to the Port for this hold harmless provision. The City and County of San Francisco's Risk Manager supports the Port's decision to grant the hold harmless provision.

#### **The Port's Grant Application**

The Port was awarded the following funding during this round of the 2010 Port Security Grant Program:

- **\$551,552 Ferry Building and Ferry Terminal Mass Notification System** – This system will provide emergency alerting and directions to ferry riders and the public in the event of an act of terrorism, other human-caused disaster or natural disaster. This system will be comprised of audible and visual mass notification components, with audible and visual devices in publicly accessible areas including ferry terminals, the ferry plaza area (on the Ferry Building's water side), and Harry Bridges Plaza (on the Ferry Building's land side).

#### **Requested Port Commission Action**

Port staff seek Port Commission authorization for the Executive Director to accept and expend \$551,552 in 2010 Infrastructure Protection Program Port Security Grant Program funds from the Department of Homeland Security for mass notification system security improvements at the Port of San Francisco near the Ferry Building. Port staff also seek Port Commission authorization for the Executive Director to indemnify the Fiduciary Agent.

Prepared by: E. Andrés Acevedo  
Preparedness & Resiliency Manager

**PORT COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**


**RESOLUTION NO. 11-34**

- WHEREAS, the Department of Homeland Security Infrastructure Protection Program's Port Security Grant Program (PSGP) provides grant funding to port areas for the protection of critical port infrastructure from terrorism; and the PSGP funds are primarily intended to assist ports in enhancing risk management capabilities, increasing domain awareness and improving capabilities for prevention, detection, response and recovery from attacks involving improvised explosive devices and other nonconventional weapons; and
- WHEREAS, on February 12, 2010 the Port of San Francisco submitted an application for grant funds under the PSGP; and
- WHEREAS, on January 19, 2011 the Port of San Francisco was awarded \$551,552 in grant funds for the Ferry Building and Ferry Terminal Mass Notification System (the "grant"); and
- WHEREAS, the Federal Emergency Management Agency (FEMA), on behalf of the Department of Homeland Security, appointed the Marine Exchange of the San Francisco Bay Region (the "Marine Exchange"), a 501(c)(1) non-profit, to act as the fiduciary agent for the disbursement, administration and management of the grant; and
- WHEREAS, the Marine Exchange requires an agreement with the City, through the Port Commission, for the disbursement, management and administration of the grant; and
- WHEREAS, the Marine Exchange requires that in the agreement the Port Commission agree to indemnify, defend, and hold harmless the Marine Exchange against all liability, loss, cost or expense imposed upon the Marine Exchange, arising out of or related to the Port's performance under the agreement; now, therefore, be it
- RESOLVED, that the Port Commission hereby authorizes the Executive Director to seek the Board of Supervisors' approval to accept and expend the grant; and be it further
- RESOLVED, that the Port Commission hereby urges the Board of Supervisors to approve the request for approval to accept and expend the grant; and be it further
- RESOLVED, that, subject to the Board of Supervisors' approval, the Port Commission hereby authorizes the Executive Director or her designee to execute, on behalf of the City, an agreement with the Marine Exchange for the

disbursement, administration and management of the grant, wherein the City agrees to indemnify, defend, and hold harmless the Marine Exchange against all liability, loss, cost or expense imposed upon the Marine Exchange, arising out of or related to the Port's performance under the agreement; subject to the approval of such indemnity and hold harmless provision by the City's Risk Manager; and be it further

RESOLVED, that the Port Commission, subject to the Board of Supervisors' approval, hereby authorizes the Executive Director or her designee to execute for and on behalf of the City and County of San Francisco, any additional documents necessary to enter into the grant agreement with the Marine Exchange, the Federal Emergency Management Agency or the Department of Homeland Security, including any extensions, augmentations or amendments thereof.

***I hereby certify that the foregoing resolution was adopted by the Port Commission at its meeting of May 24, 2011.***

  
Secretary