

File No. 110885

Committee Item No.

Board Item No. 55

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Board of Supervisors Meeting

Date: August 2, 2011

Cmte Board

- |                          |                                     |  |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> |                                     | Motion                                       |
| <input type="checkbox"/> | X                                   | 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"/>            | Youth Commission Report                      |
| <input type="checkbox"/> | <input type="checkbox"/>            | Introduction Form (for hearings)             |
| <input type="checkbox"/> |                                     | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/>            | MOU  |
| <input 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                           |
| <input type="checkbox"/> | <input 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)

Completed by: Annette Lonich

Date: July 27, 2011

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

## INTRODUCTION FORM

By a member of the Board of Supervisors or the Mayor

Time Stamp or  
Meeting Date

I hereby submit the following item for introduction:

- 1. For reference to Committee:  
    An Ordinance, Resolution, Motion, or Charter Amendment
- 2. Request for next printed agenda Without Reference to Committee
- 3. Request for Committee Hearing on a subject matter
- 4. Request for letter beginning "Supervisor \_\_\_\_\_ inquires..."
- 5. City Attorney request
- 6. Call matter from Committee (File Number: \_\_\_\_\_)
- 7. Budget Analyst request (attach written Motion)
- 8. Substitute Legislation (File Number: \_\_\_\_\_)
- 9. Request for Closed Session
- 10. Board to Sit as a Committee of the Whole
- 11. Question(s) submitted for Mayoral Appearance before the BOS on \_\_\_\_\_

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- |   |  |
|---|--|
| <input type="checkbox"/> Small Business Commission      | <input type="checkbox"/> Youth Commission    |
| <input type="checkbox"/> Ethics Commission              | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Building Inspection Commission |  |


**Note: For the Imperative Agenda (a Resolution not on the printed agenda), use a different form.**

**Sponsor(s):** ~~Mayor~~, Chiu

**Subject:** Accept and Expend Federal Grant for Port Security Maritime CCTV Improvements at the Hyde Street Harbor -- \$45,000

The text is listed below or attached:

Resolution authorizing the Port of San Francisco to accept and expend a grant in the amount of \$45,000 from the Department of Homeland Security, Fiscal Year 2008 Infrastructure Protection Program Port Security Grant Program for the deployment of CCTV/intrusion detection system for the SFPD Marine Unit, the Harbor Master's small boat berthing area, and the fueling dock, all located at Hyde Street Harbor.

  
Signature of Sponsoring Supervisor: \_\_\_\_\_

**For Clerk's Use Only:**

1 [Accept and Expend Grant – Maritime CCTV System Security Improvements - \$45,000]

2 **Resolution authorizing the Port of San Francisco to accept and expend a grant in**  
3 **the amount of \$45,000 from the Department of Homeland Security, Fiscal Year**  
4 **2008 Infrastructure Protection Program Port Security Grant Program for the**  
5 **deployment of CCTV/intrusion detection system for the SFPD Marine Unit, the**  
6 **Harbor Master's small boat berthing area, and the fueling dock, all located at**  
7 **Hyde Street Harbor.**

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

16 WHEREAS, on March 17, 2008 the Port of San Francisco submitted an  
17 application for grant funds under the PSGP; and,

18 WHEREAS, on January 17, 2011 the Port of San Francisco was awarded  
19 \$45,000 in grant funds for the Maritime CCTV System (the "grant"); and,

20 WHEREAS, the Federal Emergency Management Agency (FEMA), on behalf of  
21 the Department of Homeland Security, appointed the Marine Exchange of the San  
22 Francisco Bay Region (the "Marine Exchange"), a 501(c)(1) non-profit, to act as the  
23 fiduciary agent for the disbursement, administration and management of the grant; and,

24 //

1 WHEREAS, the Marine Exchange requires that in the agreement the Port  
2 Commission agree to indemnify, defend, and hold harmless the Marine Exchange  
3 against all liability, loss, cost or expense imposed upon the Marine Exchange, arising  
4 out of or related to the Port's performance under the agreement; and,

5 WHEREAS, On May 24, 2011, through Resolution 11-33, the Port Commission  
6 authorized Port staff to accept and expend the Homeland Security, Port Security Grant  
7 Program funds; and,

8 WHEREAS, The 2008 California Port and Maritime Security Grant Program  
9 (CPMSGP) funds will be used to provide the \$15,000 (25% of total project costs) in  
10 required non-federal match monies; and,

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

13 WHEREAS, All grant funding will go toward the development of a deployment of  
14 CCTV/intrusion detection system for the SFPD Marine Unit, the Harbor Master's small  
15 boat berthing area, and the fueling dock located at Hyde Street Harbor; and,

16 WHEREAS, The grant terms prohibit including indirect costs in the grant budget;  
17 and, now, therefore, be it

18 RESOLVED, That the Board of Supervisors hereby authorizes the San Francisco  
19 Port Commission to accept and expend \$45,000 in grant funding from DHS for Maritime  
20 CCTV system security improvements at the Hyde Street Harbor; and be it

21 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion  
22 of indirect costs as a part of this grant; and be it

23 FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the  
24 Executive Director of the Port or her designee to execute any documents required to  
25 enter into this grant, including any amendments, augmentations or extensions thereto

FILE NO.

RESOLUTION NO.

1 and indemnify the Marine Exchange of the San Francisco Bay Region, as fiduciary  
2 agent for FEMA, for liability associated with the activities funded through this grant to  
3 the extent approved by the City's Risk Manager, if required by the granting agency.  
4

5 Recommended:

Approved: 

For Mayor

6  
7   
8 Department Head

Approved: 

9 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:** \$45,000 grant from the Department of Homeland Security (DHS), 2008 Infrastructure Protection Port Security Grant Program for homeland security for Maritime CCTV System security improvements at the Port of San Francisco.

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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: \_\_\_\_\_  
(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, 2008 Infrastructure Protection Port Security Grant Program for homeland security for Maritime CCTV System security improvements at the Port of San Francisco.**
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: **\$45,000**
- 6a. Matching Funds Required: \$15,000 (25% of total project costs)  
b. Source(s) of matching funds (if applicable): **Port's 2008 California Port and Maritime Security Grant fund.**
- 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 2008 Port Security Grant Program:

- **\$45,000 – Maritime CCTV System** – to support the deployment of CCTV/intrusion detection system for the SFPD Marine Unit, the Harbor Master's small boat berthing area, and the fueling dock, all located at Hyde Street Harbor. California Port and Maritime Security Grant Program (CPMSGP) funds will be used to provide the \$15,000 (25%) in required non-federal match monies.

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

Start-Date: **January 17, 2011** End-Date: **September 30, 2013**

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: **\$45,000**
  - 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? **The Port of San Francisco will comply with Federal requirements.**

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):

Existing Site(s)  Existing Structure(s)  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 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.**

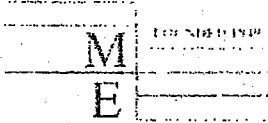
Departmental or Mayor's Office of Disability Reviewer: Wendy Proctor  
(Name)

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.sfmex.org](http://www.sfmex.org)  
San Francisco CA 94133-1131 fax (415) 441-1025 email [info@sfmex.org](mailto:info@sfmex.org)

January 17, 2011

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

RE: PSGP FY 2008 -- Grant Award #2008-GB-T8-K063  
SF Bay Region LI Project #27 -- Port of San Francisco -- CCTV -- Harbor Master & SFPD  
Marine Division  
(Federal Match Value: \$45,000.00 USD)

Dear Sidonic:

I am pleased to inform you that your project submitted under the FEMA Port Security Grant Program, FY 2009 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, 2013. 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@sfmex.org](mailto:grants@sfmex.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



**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Port of San Francisco  
**DATE:** July 15, 2011  
**SUBJECT:** \$45,000 grant from the Department of Homeland Security (DHS), 2008 Infrastructure Protection Program Port Security Grant Program funds for Maritime CCTV System security improvements at the Port of San Francisco at Hyde Street Harbor.

**The Port's Grant Application**

The Port was awarded the following funding during this round of the 2008 Port Security Grant Program:

**\$45,000 – Maritime CCTV System** – to support the deployment of CCTV/intrusion detection system for the SFPD Marine Unit, the Harbor Master's small boat berthing area, and the fueling dock, all located at Hyde Street Harbor. California Port and Maritime Security Grant Program (CPMSGP) funds will be used to provide the \$15,000 (25%) in required non-federal match monies

Budget Category	Amount		
	Total	Fed	Non-Fed
Personnel			
Fringe Benefits			
Travel			
Equipment			
Supplies			
Consultants/Contracts	60,000	45,000	15,000
Other			
Total Direct Cost			
Indirect Costs			
Federal Request		45,000	
Non-Federal Amount			15,000
Combined Total Project Costs	60,000		



**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 \$45,000 in 2008 Infrastructure Protection Program Port Security Grant Program funds from the Department of Homeland Security for Maritime CCTV System security improvements at the Port of San Francisco in the area of Hyde Street Harbor

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

**Funding Overview**

On March 17, 2008, 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 2008 Infrastructure Protection Program Port Security Grant Program (PSGP). Consistent with the 2007 Port Security grants and 2007 Supplemental Port Security grants, the four major regional ports remained grouped together as a Tier I (highest risk) port area. As with the 2007 Supplemental PSGP round, 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 2008 PSGP grant cycle DHS allocated \$25,533,655 to the San Francisco Bay Region, for which each eligible entity within the region could apply. In this round, DHS required 25% cash match for all approved projects submitted by eligible entities.

Applicants for funding under the 2008 PSGP used findings and recommendations from the Port-Wide Risk Management/Mitigation and Business Continuity/Resumption of

THIS PRINT COVERS CALENDAR ITEM NO. 8C

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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 2008 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. The region experienced multi-year delays in receiving approval for 2009 PSGP applications, due to the reorganization of grant management responsibilities within DHS. FEMA approved this 2008 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 2008 PSGP-funded projects must be completed by September 30, 2013.

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 2008 Port Security Grant Program:

- **\$45,000 – Maritime CCTV System** – to support the deployment of CCTV/intrusion detection system for the SFPD Marine Unit, the Harbor Master's small boat berthing area, and the fueling dock, all located at Hyde Street Harbor. California Port and Maritime Security Grant Program (CPMSGP) funds will be used to provide the \$15,000 (25%) in required non-federal match monies.

### **Requested Port Commission Action**

Port staff seek Port Commission authorization for the Executive Director to accept and expend \$45,000 in 2008 Infrastructure Protection Program Port Security Grant Program funds from the Department of Homeland Security for security improvements at the Port of San Francisco in the Hyde Street Harbor area. Port staff also seeks 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. 11-33**

- 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 March 17, 2008 the Port of San Francisco submitted an application for grant funds under the PSGP; and
- WHEREAS, on January 17, 2011 the Port of San Francisco was awarded \$45,000 in grant funds for the Maritime CCTV 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.***



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Secretary