

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>
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* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>
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5a. Federal Entity Identifier: <input type="text"/>	* 5b. Federal Award Identifier: 20CWDSTC00005
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State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
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8. APPLICANT INFORMATION:

* a. Legal Name: CITY AND COUNTY OF SAN FRANCISCO

* b. Employer/Taxpayer Identification Number (EIN/TIN): 976000417	* c. Organizational DUNS: 070384255
--	--

d. Address:

* Street1: 711 Van Ness Ave Ste 420
Street2: <input type="text"/>
* City: San Francisco
County: <input type="text"/>
* State: California
Province: <input type="text"/>
* Country: UNITED STATES
* Zip / Postal Code: 94102-3284

e. Organizational Unit:

Department Name: Department of Emergency Management	Division Name: Bay Area UASI
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms.	* First Name: Mary
Middle Name: <input type="text"/>	
* Last Name: Landers	
Suffix: <input type="text"/>	

Title: Regional Grant Manager

Organizational Affiliation: <input type="text"/>

* Telephone Number: 415-353-5225	Fax Number: <input type="text"/>
----------------------------------	----------------------------------

* Email: Mary.Landers@sfgov.org

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9. Type of Applicant 1: Select Applicant Type:

Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

-Countering Weapons of Mass Destruction (CWMD)

11. Catalog of Federal Domestic Assistance Number:

97.106

CFDA Title:

Cooperative Agreements, I - USE OF PROPERTY, FACILITIES, OR EQUIPMENT, L - DISSEMINATION OF TE

*** 12. Funding Opportunity Number:**

Not Applicable

* Title:

Not Applicable

13. Competition Identification Number:

Not Applicable

Title:

Not Applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

*** 15. Descriptive Title of Applicant's Project:**

Northern California Securing the Cities Region Program

Attach supporting documents as specified in agency instructions.

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16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="3065800"/>
* b. Applicant	<input type="text" value="0"/>
* c. State	<input type="text" value="0"/>
* d. Local	<input type="text" value="0"/>
* e. Other	<input type="text" value="0"/>
* f. Program Income	<input type="text" value="0"/>
* g. TOTAL	<input type="text" value="3065800"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

- Yes
- No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

**** I AGREE**

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

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*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

BUDGET INFORMATION - Non-Construction Programs**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Securing the Cities Progra	97.106	\$1,758,000.00		\$3,065,800.00		\$3,065,800.00
2. Securing the Cities Progra						
3. Securing the Cities Progra						
4. Securing the Cities Progra						
5. Totals		\$1,758,000.00		\$3,065,800.00		\$3,065,800.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Securing the Cities Progra	(2) Securing the Cities Progra	(3)ring the Cities Program (ST	(4)ring the Cities Program (S	
a. Personnel					
b. Fringe Benefits					
c. Travel					
d. Equipment	\$2,100,000.00				\$2,100,000.00
e. Supplies					
f. Contractual	\$465,800.00				\$465,800.00
g. Construction					
h. Other	\$500,000.00				\$500,000.00
i. Total Direct Charges (sum of 6a-6h)	\$3,065,800.00				\$3,065,800.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$3,065,800.00				\$3,065,800.00
7. Program Income					

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.				
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)				

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$3,065,800.00	\$766,450.00	\$766,450.00	\$766,450.00	\$766,450.00
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$3,065,800.00	\$766,450.00	\$766,450.00	\$766,450.00	\$766,450.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.				
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)				

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	22. Indirect Charges:
23. Remarks:	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Mary Landers</p>	<p>* TITLE</p> <p>Regional Grants Manager</p>
<p>* APPLICATION ORGANIZATION</p> <p>CITY AND COUNTY OF SAN FRANCISCO</p>	<p>* DATE SUBMITTED</p> <p>Not Submitted</p>

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352
(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: N/A N/A N/A Congressional District, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:	
6. Federal Department/Agency: DHS	7. Federal Program Name/Description: Countering Weapons of Mass Destruction (CWMD) CFDA Number, if applicable: _____ 97.106	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> N/A, N/A	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(if individual, last name, first name, MI):</i> N/A, N/A	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Completed on Submission</u> Print Name: <u>N/A, N/A</u> Title: _____ Telephone No: _____ Date: _____	



Securing the Cities (STC) San Francisco Bay Area Program: 2020 Non-Competing Continuation Grant Application

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Securing the Cities (STC) San Francisco Bay Area Program: 2020 Non-Competing Continuation Grant Application

1. Project Narrative

Overview: Securing the Cities (STC) San Francisco Bay Area Program

The STC San Francisco Bay Area Program enhances the ability of the region to detect and prevent terrorist attacks and other high-consequence events involving radiological or other nuclear (RN) materials that pose risk to homeland security in high risk urban areas (HRUAs) and their environs. The Bay Area Urban Areas Security Initiative (BAUASI), comprised of twelve counties and three major cities (San Jose, San Francisco, and Oakland), manages and oversees the program through a Federal cooperative grant supervised by the Assistant Secretary for Countering Weapons of Mass Destructions (CWMD). In addition to the Bay Area UASI area of responsibility, the STC San Francisco Bay Area Program also includes the California counties of Sacramento and Washoe County in Nevada, as well as the pathways into these counties (Figure 1 below). In support of this mission, the program will provide detection equipment, training, exercise support, operational and technical subject matter expertise, and programmatic support. The concept of operations is to develop regionally coordinated RN detection capabilities in and around high-risk urban areas to cover pathways leading to these areas and expanding this capability over time with priority given to higher risk areas.

Figure 1. STC San Francisco Bay Area Program-Area of Responsibility





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Lead Agency



In Year Two, the Bay Area UASI’s Management Team, a division of the San Francisco Department of Emergency Management, continues performing the programmatic and administrative duties for the STC San Francisco Bay Area. As Lead Agency, the Bay Area UASI is the fiscal agent, oversees the STC San Francisco Bay Area Program, and ensures the development and integration of local and regional radiological and nuclear detection programs. By guiding the development and finalization of eight governance documents, including the Concepts of Operations (CONOPs) , the UASI Management team will follow gap analysis data to manage the procurement and distribution of radiological/nuclear detection equipment. In Year Two, the plan is to partner with the Office of CWMD Training and Exercise staff for access to cost free training and exercise support services. Cost free training services will be coordinated through the Counter Terrorism Operational Support (CTOS) Center for Radiological Nuclear Training to deliver required Primary and Secondary Screener training so partner agencies have the opportunity to become proficient in day-to-day radiological/nuclear detection and the detection mission area. Additionally, the design and conduct of three HSEEP compliant Tabletop Exercises (TTX) is planned to review and vet STC SFBA PRND operational documents with agency leadership. After Action Plans will be used to update the plans. Two TTX will be held in the Bay Area; one TTX will be held in Sacramento. Back fill and overtime will be provided for these training and exercise opportunities to ensure public safety attendance is compliant with union regulations.

Principal Partners

Based on Year One efforts, the Principal Partners began meeting and have agreed to support the overall mission of this program and be responsible for ensuring that information is properly and effectively gathered and distributed under STC Program requirements. During Year One, agencies and their representatives were identified as Principal Partners and are listed below:

Table 1. Principal Partners

Agency	Primary	Alternate
Bay Area UASI Management Team	Craig Dziedzic, General Manager	Janell Myhre, Regional Program Manager
Alameda County Sheriff’s Office	Asst. Sheriff Dennis Houghtelling	Captain Anthony Lopez
San Francisco Police Department	Deputy Chief Ann Mannix	Captain Dominic Yin
San Francisco Fire Department	Asst. Dept Chief Jose Velo	Battalion Chief Jeff Barden
San Mateo County Sheriff	Captain Scott Kirkpatrick	NCRIC Executive Director Mike Sena



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San Francisco Airport	Mr. Jeff Littlefield	Mr. Larry Mares
Port of San Francisco	Mr. Joseph Reilly	To Be Determined
Washoe County Sheriff's Office	Chief Deputy Greg Herrera	Captain Corey Solferino
Sacramento County Sheriff's Office/CCIC	Deputy Sheriff Karter Putnam	Deputy Chet Madison
Fresno County Sheriff's Office	Undersheriff Steve Wilkins	Asst. Sheriff John Zanoni
University of California, San Francisco	Ms. Cathleen Edmonds	Mr. Brandon Holmes
San Francisco Bay Area Rapid Transit District	Ms. Mimi Bolaffi-Angst	Lt Kevin Franklin
Union Pacific Railroad	Mr. Michael Algots	Mr. Robert Bavier

Regional Goals and Objectives

The STC San Francisco Bay Area Program goals and objectives support Presidential Policy Directive/PPD-8: National Preparedness and the CWMD Strategic Plan of 2019. The three STC goals are as follows:

- Develop and expand a regional program that protects residents, visitors, economy, critical infrastructure, and natural resources against threats posed by the unauthorized use of radiological or nuclear materials.
- Enhance regional capability by using a well-coordinated, unified approach to detect, analyze, report, and share information that ensures the interdiction of all radiological and nuclear materials out of regulatory control.
- Maximize deployment of primary screening equipment and training in the employment of that equipment to local, state, and tribal agencies in the STC San Francisco Bay Area region; inclusive of the Counties of Fresno, Sacramento, and Washoe; to support federal CWMD priorities.

To accomplish these goals, the STC San Francisco Bay Area Program pursues five objectives:

Objective 1: Establish a governance and administrative organization to support the STC San Francisco Bay Area Program and lay the foundation for its sustainment.

Objective 2: Implement a STC San Francisco Bay Area Concept of Operations (CONOPs) and associated plans and guidelines for comprehensive RN detection programs, alarm adjudication, and information sharing, consistent with state and Federal guidelines.

Objective 3: Using a DHS risk-based approach, ensure key personnel with RN detection responsibilities are equipped and trained according to Federal, state, and regional guidelines.



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Objective 4: Obtain objective assessments of the STC San Francisco Bay Area Program strengths and areas of improvement through a series of Homeland Security Exercise and Evaluation Program (HSEEP) compliant exercises.

Objective 5: Ensure sustainability of the STC San Francisco Bay Area Program through efficiency in procurement, interoperability of equipment, and other methods.

Activities to develop governance documents supporting Objectives 1 through 5 were accomplished in Year One. In Year Two, many of the tasks identified to meet Objectives 2 through 5 will be initiated and/or completed with specific activities. For example, using Homeland Security Exercise Evaluation Program (HSEEP) exercise after action protocols to inform the updates and revision of the concept of operations and the implementation of the information exchange plan support Objective 2. Objective 3 is supported with the procurement of RN detection equipment, including the instruction and training in the employment of that equipment. The exercise portion identified in the program's MYTEP, in concert with post-exercise improvement plans, accomplish Objective 4. A sustainable equipment procurement plan supporting Objective 5 will begin in Year Two and continue through Years Three and Four.

Program Implementation – Year One

Year One Progress – All Year One objectives and deliverables are on track for completion on or before the FY2019 Grant end date, 31 October 2021

Impacts of the COVID-19 Pandemic

In Year One, many challenges prevented full implementation of the STC San Francisco Bay Area Program. Due, most notably to the pandemic, the Bay Area found itself with competing priorities that precluded the recruiting, selecting, hiring, and on-boarding of personnel for the full establishment of the regional Program Management Office (PMO). In lieu of a dedicated PMO, the BAUASI surged capacity to perform those functions. Unsustainable in the long term, particularly as the pandemic continues, communities work through civil unrest, and fire season starts early, we intend to move forward with the hiring of four (4) full-time employees. In fact, the BAUASI already posted job announcements for two of the positions

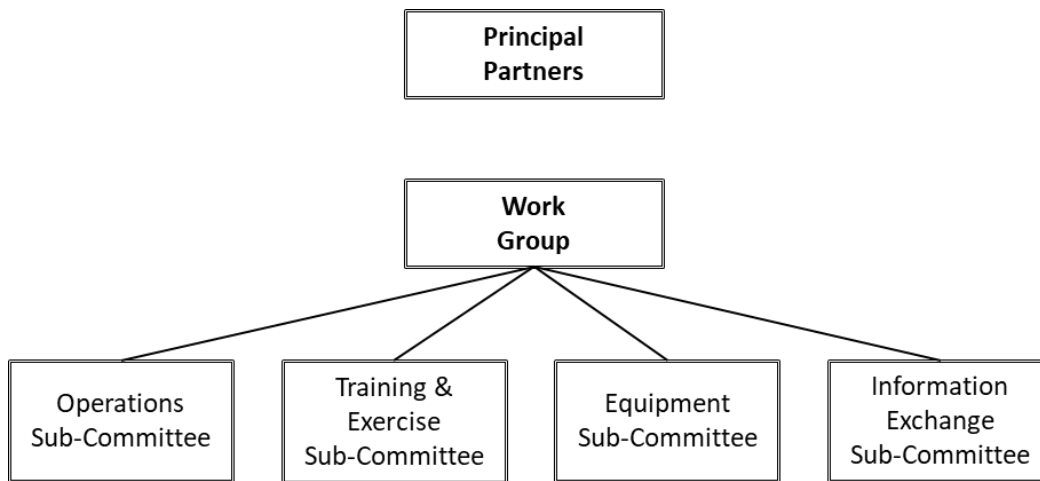
Phase I, Engagement

Establishing Governance - Complete. During Year One, the STC San Francisco Bay Area established a collaborative partnership with key partners across the region. The decision-making body, the Principal Partners, are supported and advised by the STC Work Group, comprising four sub-committees: Operations, Equipment, Training & Exercises, and Information Exchange & Reporting (See Figure 2, Governance Organization). The responsibilities, procedures and activities of the Principal Partners and the Work Group are guided by two charters, the Principal Partners Charter and the STC Work Group Charter, agreed to and signed by all Principal Partners.



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Figure 2, Governance Organization



Program Implementation Plan - Complete. The STC San Francisco Bay Area Program authored a program implementation plan that outlines our road map for implementation of the Department of Homeland Security (DHS) Office of Countering Weapons of Mass Destruction’s (CWMD) radiological/nuclear (RN) detection program in HRUA/regions co-located with FBI Level 5 Stabilization (FBI STAB 5) teams. A key element of that plan is a Plan of Action & Milestones (POA&M) that sets specific dates for key deliverables that support program objectives.

An operations plan, developed in consonance with the National Domestic Detection Concept of Operations and with concurrence from the STC San Francisco Bay Area Principal Partners, is the key document defining coordination within and outside the region. The operations plan comprises the following subordinate plans:

- Threat Assessment (Completed)
- Preventive Radiological/Nuclear Detection Concept of Operations (In Final Draft)
- Equipment Fielding, Maintenance, and Calibration Plan (In progress)
- Multi-Year Training & Exercise Plan (MYTEP) (In progress)
- Information Exchange Plan (In progress)

Threat Assessment – Complete. Completed using another funding source, this assessment of threats and risks from radiological or nuclear materials out of regulatory control was prepared in the Bay Area’s Threat & Hazard Identification and Risk Assessment (THIRA) and the Stakeholders Preparedness Review. The review of relative risks across the program’s area of responsibility weighted against population density, economic significance, and iconic structures (e.g., State Capitol Building, Levi Stadium, Golden Gate Bridge) was also conducted.

Preventive Radiological/Nuclear Detection (PRND) Concept of Operations (CONOPS) – Final Draft. Our concept of operations guides our mission partners in effective whole community detection of Radiological/Nuclear (RN) materials and/or devices containing RN materials. The



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PRND CONOPS covers routine law enforcement or fire prevention operations during which operators may be engaged in other protection operations when a threat is detected that requires active prevention of an attack. The PRND CONOPS provides guidance on operational coordination and timely information sharing within the protection and prevention mission areas where RN materials are involved.

Gap Analysis – In Progress. The gap analysis provides the STC San Francisco Bay Area Program with an understanding of where actual PRND capabilities fall short of desired capabilities. The analysis will consider plans, organization, equipment, training, and exercise shortfalls within the program and serve as the basis for refinement and improvement to the program in Years Two-Four.

Multi-Year Training & Exercise Plan (MYTEP) – In Progress. The Multi-Year Training and Exercise Plan will establish a three-year plan for training primary and secondary screening capability and evaluating the program’s ability to detect and interdict radiological/nuclear threats through a series of HSEEP-compliant tabletop, functional, and full-scale exercises.

Information Exchange & Reporting Plan – In Progress. The Information Exchange and Reporting Plan identifies a central hub for information sharing and alarm notifications, and the establishment of procedures and protocols for managing those through the hub to all relevant nodes. The reporting requirements for the program are outlined in the Program Implementation Plan, and the program will set data collection procedures to ensure the timely submission of accurate reports.

Program Implementation – Phase II

In Phase II, the STC San Francisco Bay Area Program maintains Phase I momentum, building on our solid foundation of governance, plans, policy, and protocols with ongoing program refinements, equipment procurement and deployment, and individual training on the use of the equipment.

Years Two through Four

Phase II efforts focus on meeting immediate regional requirements to establish or enhance Initial Operational Capabilities (IOC) to detect and report the presence of RN materials out of regulatory control. Key tasks include:

- Develop operations and deployment plans.
- Create alarm adjudication protocols.
- Purchase, distribute, and deploy equipment.
- Deliver training and exercise support.
- Provide technical program assistance.
- Identify pathways and expand capabilities within HRUA (Bay Area, Fresno, Reno, and Sacramento).



Securing the Cities (STC) San Francisco Bay Area Program: 2020 Non-Competing Continuation Grant Application

Key milestones of Phase II include:

- Complete and refine the STC San Francisco Bay Area Operations Plan (OPLAN) by the end of Year Two.
- Ensure field proficiency in the use of RN detection equipment during Steady State/Enhanced Steady State operations by Year Four.
- Issue reports in accordance with the Federal Domestic Detection CONOPS
- Establish Regional policies, procedures, and protocols.
- Complete and execute the MYTEP by Year Four.

Year Two Activities

Despite the challenges presented by the COVID-19 pandemic, social unrest, and an unprecedented early start to California’s fire season, the stakeholders continue to press ahead to achieve program goals and objectives.

Finalize Program Management Office (PMO)

As previously described, plans to finalize the STC PMO were impeded primarily by the COVID-19 pandemic and other competing emergencies in FY2019. We remain committed to finalizing these critical positions in order to successfully oversee and coordinate activities in the STC San Francisco Bay Area Program. Using carry forward funding from FY 19 and defined in that budget narrative, we anticipate a need for four (4) full time equivalent (FTE) Program staff and outlined in Table 2. Both the STC San Francisco Bay Area program manager and program analyst job announcements have already been posted. The remaining two positions will follow as soon as possible This program staff will support the facilitation of the STC SFBA Principal Partners and Work Group meetings, as well as engage with the CWMD and Bay Area Training and Exercise Programs to test and validate the PMO governance documents through HSEEP compliant Tabletop Exercises. Program staff will track meeting discussions and training and exercise activities, using lessons learned to keep all PMO documents current.

Table 2. STC San Francisco Program Management Office

# of positions	Role	Responsibilities
1	STC San Francisco Bay Area Program Manager	Coordinate the activities of Principal Partners and all stakeholders to ensure timely completion of performance metrics
1	STC San Francisco Bay Area Program Analyst	Coordinate all CBRNE activities in the 12-county San Francisco Bay Area and ensure coordination with the STC San Francisco Bay Area Program
1	Financial Specialist	Conduct all grant compliance activities, including monitoring, auditing, etc.
1	Administrative Specialist	Provide clerical support for the program staff (i.e., meetings, agendas, minutes, and logistics).



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Together, this STC San Francisco Bay Area Program Management Office will be responsible for developing and implementing the various deliverables required by the NCC, including:

- Coordinate and Support Principal Partners
- Implement the Program Strategic Plan
- Execute the Program Implementation Plan
- Develop a Program Operations Plan
- Coordinate a Multi-Year Training and Exercise Plan (MYTEP)
- Develop, Implement, and Test an Information Exchange Plan
- Develop a Life-Cycle Sustainment Plan

For more details on the costs for the Program Management Office, see Attachment C, FY 19 Budget Carry Forward Narrative.

Equipment Procurement

The STC San Francisco Bay Area Program has over 29,000 uniformed patrol police officers in the San Francisco Bay Area, and Fresno, Sacramento, and Washoe Counties. While the Stakeholder Preparedness Review sets a goal of equipping the majority of law enforcement personnel, limited fiscal resources currently preclude that course of action. Therefore, we intend to issue 3,000 to 4,500 personal radiological detectors. This distribution of primary screening devices reflects approximately 10 to 15 percent of law enforcement personnel involved in field operations. To provide depth to secondary screening capabilities, 17 of the approximately 54 Explosive Ordnance Detection (EOD) and Hazardous Material teams (Type I, II, and III) in the STC San Francisco Bay Area Program will be equipped with PRND equipment to ensure secondary screening or radioisotope identification within one hour of a request for alarm adjudication. While the gap analysis to be completed in October 2020 will provide a more precise apportionment, our initial plan for equipment procurement and distribution is prioritized by risk, as identified in the Bay Area 2019 Threat and Hazard Identification and Risk Assessment and the Stakeholder Preparedness Review.

Extended warranties include equipment calibration and maintenance and are included in the equipment costs. Equipment warranties will be purchased for each piece of equipment to ensure maximum utility and life span for the procured detectors.

Primary Screening Equipment. The PRND equipment procurement goal for Year Two is to equip 995 uniformed police officers with a Bluetooth (BT)-capable Personal Radiation Detector (PRD) compliant with the CWMD Equipment Criteria after receiving initial equipment instruction. The BT function supports automated recording and transmittal of alarm information.

Secondary Screening Equipment. Under the STC San Francisco Bay Area Program, secondary screening is provided by either Hazardous Material (HAZMAT) Teams or Explosive Ordnance Disposal (EOD)/Bomb Squads. In Year Two, we will procure and distribute 34 radioisotope identifiers (RIIDs) based on our gap analysis to lacking HAZMAT and EOD teams. The distribution of equipment will be such as to ensure secondary screening of radiation alarms within



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one hour as well as the ability to perform wide area sweeps during enhanced steady state operations.

In Years Three and Four, equipment purchases and distribution will expand capability and address ongoing gaps/vulnerabilities. Assuming an annual allocation of \$2M for equipment procurement, we plan to procure 1000 PRDs and 65 RIIDs each year. By using a risk-based approach, PRND equipment purchases for selected police officers, EOD and Hazmat Teams will begin in Year Two and continue through Year Four with a total goal of 2995 PRDs and 164 RIIDs (three per HazMat and EOD Team).

More information about equipment cost per unit and total costs can be found in the *Budget Narrative* (Attachment B).

All agencies and personnel receiving equipment as part of the STC San Francisco Bay Area Program commit to sharing nuclear detection information among principal partners and with the CWMD Office.

Other Direct Costs

Backfill and Overtime. Training Primary and Secondary Screeners requires in-person training to validate a trainee's ability to employ new equipment to validate an alarm or identify a radio-isotope using a live radiation source. Based on current COVID-19 trends, we anticipate a return to in-person training in 2021. The STC San Francisco Bay Area Program intends to reimburse partner agencies for the cost to backfill personnel assigned to training or pay overtime if outside normal duty hours pursuant to applicable public safety union requirements. We identified a target of 300 primary screeners to attend one-day training. Likewise, we have identified 60 secondary screeners to attend two-day training. Additionally, backfill and overtime will be necessary to reimburse approximately 80 personnel attending three tabletop exercises in Year Two, with two in the Bay Area and one in Sacramento.

Equipment Fielding Logistics. The quantity and expense of the requested equipment (PRDs, RIIDs, backpack detectors) requires logistical support to procure, receive, inventory, operationally check, tag for inventory control, store, and distribute equipment. We have identified secure warehouse storage managed by the San Mateo Sheriff's Office. San Mateo Sheriff's Office will provide separate storage space within the warehouse, purchase an inventory control system and assign logistical support staff. More information about storage costs can be found in the *Budget Narrative* (Attachment B). Operational checks of the devices include basic function checks, as well as confirming the ability of each device to detect or identify a gamma and/or neutron radiation source. This effort will be conducted with participation of other agencies involved in the program. Those costs are found under Equipment Fielding in the *Budget Narrative* (Attachment B).

Project/Performance Site Location(s)

Project/Performance Site Primary Location

I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name: **Bay Area UASI**

DUNS Number:

* Street1: **711 Van Ness Ave. #420**

Street2:

* City: **San Francisco** County:

* State: **CA**

Province:

* Country: USA: UNITED STATES

* ZIP / Postal Code: **94102- 3244** * Project/ Performance Site Congressional District: **CA-012**

Project/Performance Site Location 1

I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

* Street1:

Street2:

* City: County:

* State:

Province:

* Country: USA: UNITED STATES

* ZIP / Postal Code: * Project/ Performance Site Congressional District:

Additional Location(s)

Add Attachment

Delete Attachment

View Attachment



2. Budget Narrative and Justification

Year Two Budget Narrative

- 1) **PERSONNEL and FRINGE:** The STC San Francisco Bay Area Program will continue funding four employees. However, the funds for these employees will be included in the FY 19 carry forward request as defined in the FY 19 Budget Narrative included in the application package.

JUSTIFICATION: These four employees are crucial to the successful operation of the program to ensure coordination of the PMO, to coordinate all CBRNE activities in the 12 county San Francisco Bay Area and synchronize those activities with the STC San Francisco Bay Area Program, to act as a fiscal grant administrative specialist, and to provide part-time clerical support for the entire program.

- 2) **EQUIPMENT:** Using a risk-based approach, the STC San Francisco Bay Area Program requests to equip 8 Hazmat and 9 EOD Squads with two (2) radiation isotope identifying devices per, as well as 995 uniformed patrol officers during Year Two. In subsequent years, additional funds will be needed to fully develop the STC San Francisco Bay Area’s PRND capability to meet Stakeholder Preparedness Review goals. Equipment purchases will include warranties for system replacement, maintenance, and calibration. The equipment that the STC San Francisco Bay Area Program will purchase for the Hazmat, EOD Squads, and patrol officers in Year Two is as follows:

Table 1: Equipment Purchases

Quantity	Equipment Model #	Equipment Description	Unit Price	Total
16	FLIR R400	Radiation Isotope Identifying Devices (RIIDs) for ten (10) Hazmat Teams	\$17,000	\$272,000
18	FLIR R400	Radiation Isotope Identifying Devices (RIIDs) for ten (10) EOD squads	\$17,000	\$306,000
995	PM1703BT	Personal radiation detector to be worn on the utility belt of patrol personnel	\$ 1,500	\$1,492,500
		Total		<u>\$2,070,500</u>

- 3) **CONTRACTUAL:** The STC San Francisco Bay Area Program plans to continue funding contractual services in a reduced scope of work for Year Two. These contractual services are divided into 2 tasks, totaling \$465,800.

Task #1: The Bay Area will continue funding a contractor team of specialized professionals for Region-wide Program Management Support for the STC San Francisco Bay Area Program. This contractor will work with our STC San Francisco Bay Area Program personnel, the Principal Partners, and Work Group members on an as needed basis to plan, execute, evaluate,



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and refine the STC San Francisco Bay Area Program. The contractor team provides meeting support, plan development and review, stakeholder coordination, and training coordination.

Total task costs are \$387,500.

JUSTIFICATION: This Program Management Support Team will assist the STC Program Manager in developing all meeting materials and coordinating up to six meetings per month for the various sub-committees of the program, developing new and updating existing program plans and documents, coordinate stakeholder participation, and developing 8 plans that must synchronize the PRND program with DHS training & exercise support teams, as well as the Bay Area Training & Exercise Program (BATEP).

Task #2: The Bay Area will continue funding a contractor to assist with overall program management, especially annual plan reviews and updates.

Total task costs are \$78,300.

JUSTIFICATION: This task will effectively assist the PMO with the STC SFBA Implementation Plan and, in compliance with the STC Cooperative Grant Agreement, the Contractor will conduct an annual review of the all STC SFBA planning documents based on Principal Partners’ direction, operational lessons learned and after-action reporting. In Year Two, the Gap Analysis, Equipment Fielding Plan, the Strategic Plan, and the PRND CONOP, and the STC FOG will be reviewed.

4) Other Direct Costs

Backfill and Overtime

1. Year Two Backfill and Overtime Training Needs

The STC San Francisco Bay Area Program has 54 Hazmat Teams and EOD squads. There are over 29,000 patrol personnel. Using a risk-based model, we will train 300 personnel in primary screening in Year Two, and 60 members of our HazMat and EOD teams. All personnel will require training on various types of equipment for either primary or secondary screening.

Capability	Course(s) Required	Total # of Trainees	Total Backfill/OT Cost
Primary Screening	PER 243- Primary Screening ¹	300	\$ 300,000
Secondary Screening	PER 245- Secondary Screening ²	60	\$ 120,000
Total Trained and Cost		360	\$ 420,000

¹ One-day training course

² Two-day training course



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JUSTIFICATION: The costs above are based on an area average of approximately \$1000 per day of overtime/backfill rate. Given that agencies have not identified which rank would perform these tasks within their organization, and that there are a range of salaries in the Bay Area, this average provides a credible estimate of cost.

To provide a more cost-effective delivery, the Counter Terrorism Operations Support-Center for Rad/Nuc Training (CTOS) will provide cost-free training classes to the STC San Francisco Bay Area jurisdictions.

2. Backfill and Overtime for Tabletop Exercises

We plan to conduct three tabletop exercises (TTX) in Year Two: two in the Bay Area and a third in Sacramento for the other participating counties. We anticipate a total attendance of 80 participants across the three exercises.

Total costs are \$80,000.

JUSTIFICATION: The costs above are based on an area average of approximately \$1000 per day of overtime/backfill rate, as previously explained.

3. Equipment Storage and Inventory.

In order to receive, function check, inventory, and centrally distribute large equipment procurements, the STC San Francisco Bay Area Program will coordinate warehouse space and personnel for the aforementioned logistics functions. Using existing facilities, we will use funds to build secure storage cages and purchase equipment tracking and inventory tools (RFID tags and reader).

Total costs are \$29,500.

JUSTIFICATION: A centralized location for receipt, initial inventory, addition to a equipment database, and secure storage of the detection equipment is critical to the proper accountability of government-provided equipment (GPE). Moreover, learning from the experience from other STC programs, which experienced a 10% failure rate of new PRDs, we plan to check all equipment against a radiological source. Centralized storage reduces the logistical burden of doing so.



Securing the Cities (STC) San Francisco Bay Area Program: 2020 Non-Competing Continuation Grant Application

Year Two Budget Summary

CATEGORY	EXPENSE
1. Personnel	\$0
2. Fringe Benefits	\$0
3. Travel	\$0
4. Equipment	\$2,070,500
5. Supplies	\$0
6. Contractual	\$465,800
7. Other Direct Costs	\$529,500
TOTAL	\$3,065,800

RESEARCH & RELATED BUDGET - Budget Period 1

OMB Number: 4040-0001
Expiration Date: 10/31/2019

ORGANIZATIONAL DUNS: Enter name of Organization:

Budget Type: Project Subaward/Consortium

Budget Period: 1 Start Date: End Date:

A. Senior/Key Person

Prefix	First	Middle	Last	Suffix	Base Salary (\$)	Months			Requested Salary (\$)	Fringe Benefits (\$)	Funds Requested (\$)
						Cal.	Acad.	Sum.			
									N/A	N/A	N/A

Project Role:

Additional Senior Key Persons: Total Funds requested for all Senior Key Persons in the attached file

Total Senior/Key Person

B. Other Personnel

Number of Personnel	Project Role	Months			Requested Salary (\$)	Fringe Benefits (\$)	Funds Requested (\$)
		Cal.	Acad.	Sum.			
<input type="text"/>	Post Doctoral Associates	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Graduate Students	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Undergraduate Students	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	Secretarial/Clerical	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Number Other Personnel Total Other Personnel

Total Salary, Wages and Fringe Benefits (A+B)

C. Equipment Description

List items and dollar amount for each item exceeding \$5,000

Equipment item	Funds Requested (\$)
34 RIID @ \$17,000 ea	\$578,000

Additional Equipment:

Total funds requested for all equipment listed in the attached file

Total Equipment

D. Travel

	Funds Requested (\$)
1. Domestic Travel Costs (Incl. Canada, Mexico and U.S. Possessions)	<input type="text"/>
2. Foreign Travel Costs	<input type="text"/>
Total Travel Cost	<input type="text"/>

E. Participant/Trainee Support Costs

	Funds Requested (\$)
1. Tuition/Fees/Health Insurance	<input type="text"/>
2. Stipends	<input type="text"/>
3. Travel	<input type="text"/>
4. Subsistence	<input type="text"/>
5. Other <input type="text"/>	<input type="text"/>
<input type="text"/> Number of Participants/Trainees	Total Participant/Trainee Support Costs <input type="text"/>

F. Other Direct Costs

Funds Requested (\$)

1. Materials and Supplies		
2. Publication Costs		
3. Consultant Services	\$465,800	
4. ADP/Computer Services		
5. Subawards/Consortium/Contractual Costs		
6. Equipment or Facility Rental/User Fees		
7. Alterations and Renovations		
8. Backfill and Overtime Costs	\$500,000	
9.		
10.		
Total Other Direct Costs		\$965,800

G. Direct Costs

Funds Requested (\$)

Total Direct Costs (A thru F)	\$2,100,000
--------------------------------------	-------------

H. Indirect Costs

Indirect Cost Type	Indirect Cost Rate (%)	Indirect Cost Base (\$)	Funds Requested (\$)
			\$0
Total Indirect Costs			\$0

Cognizant Federal Agency

(Agency Name, POC Name, and POC Phone Number)

I. Total Direct and Indirect Costs

Funds Requested (\$)

Total Direct and Indirect Institutional Costs (G + H)	\$3,065,800
--	-------------

J. Fee

Funds Requested (\$)

\$0

K. Total Costs and Fee

Funds Requested (\$)

Total Costs and Fee (I + J)	\$3,065,800
------------------------------------	-------------

L. Budget Justification

(Only attach one file.)

Add Attachment

Delete Attachment

View Attachment

RESEARCH & RELATED BUDGET - Cumulative Budget

Totals (\$)

Section A, Senior/Key Person		<input type="text"/>
Section B, Other Personnel		<input type="text"/>
Total Number Other Personnel	<input type="text"/>	
Total Salary, Wages and Fringe Benefits (A+B)		<input type="text"/>
Section C, Equipment		<input type="text"/>
Section D, Travel		<input type="text"/>
1. Domestic	<input type="text"/>	
2. Foreign	<input type="text"/>	
Section E, Participant/Trainee Support Costs		<input type="text"/>
1. Tuition/Fees/Health Insurance	<input type="text"/>	
2. Stipends	<input type="text"/>	
3. Travel	<input type="text"/>	
4. Subsistence	<input type="text"/>	
5. Other	<input type="text"/>	
6. Number of Participants/Trainees	<input type="text"/>	
Section F, Other Direct Costs		<input type="text"/>
1. Materials and Supplies	<input type="text"/>	
2. Publication Costs	<input type="text"/>	
3. Consultant Services	<input type="text"/>	
4. ADP/Computer Services	<input type="text"/>	
5. Subawards/Consortium/Contractual Costs	<input type="text"/>	
6. Equipment or Facility Rental/User Fees	<input type="text"/>	
7. Alterations and Renovations	<input type="text"/>	
8. Other 1	<input type="text"/>	
9. Other 2	<input type="text"/>	
10. Other 3	<input type="text"/>	
Section G, Direct Costs (A thru F)		<input type="text"/>
Section H, Indirect Costs		<input type="text"/>
Section I, Total Direct and Indirect Costs (G + H)		<input type="text"/>
Section J, Fee		<input type="text"/>
Section K, Total Costs and Fee (I + J)		<input type="text"/>

R & R Subaward Attachment

The Bay Area UASI will not be issuing any subawards.

0932 STC Bay Area Region Program Manager

Under the direction of the UASI General Manager the STC Bay Area Region Program Manager is responsible for assisting the General Manager with the creation, implementation and management of the Bay Area Securing the Cities program decisions and other duties as determined by the General Manager. This position will assist the General Manager to provide region-wide leadership and administration of all Northern California Securing the Cities initiatives in federal homeland security grants awarded to the Bay Area Region, in direct support of the homeland security strategies.

The STC Program Manager will collaborate with STC stakeholders, state and federal partners, to provide leadership to executive advisory or working groups, established by the General Manager. This position will assist with regional coordination, monitoring, and oversight management of grant funded projects to ensure regional support. The STC Bay Area Program Manager will direct the allocation of STC Program resources to achieve timely outcomes and measurable goals within budget, adjust plans and programs to meet emerging or new initiatives, while continuing to address major departmental priorities.

Duties will include:

- Review, recommend, and evaluate regional strategies for the financial and administrative management of the STC Bay Area Region Program, including the roles of partnership entities, systems or grants procurement, contracting, compliance, monitoring, reporting, and performance management.
- Coordinate and collaborate with the STC Principal Partners, Executive Advisory and Work Groups and other stakeholders identified by the UASI General Manager.
- Supervise, train, assign and evaluate the activities of assigned Bay Area UASI Division personnel. Providing oversight to the Bay Area UASI CBRNE Regional Project Manager, coordinate region-wide STC activities. Establish STC program performance goals and objectives. As directed by the General Manager, supervise other project management initiatives.
- Assist the General Manager to manage regional project managers of the BAUASI Management Team to support the General Manager and the BAUASI region's initiatives and projects. Work with the CBRNE regional project manager to monitor project milestones with sub-recipients and vendors to ensure project and program compliance. Provide staff support for meetings and necessary follow-up.
- Communicate regularly with local, regional, state, and federal partners. Respond to local and regional stakeholders regarding concerns/issues and provide briefings on UASI and STC programs and projects. Communicate regularly through meetings and follow-up to ensure adequate participation with regional partners.

- Develop short-term and long-term strategic plans and goals. Develop and implement policies, goals and objectives, and ensure the enforcement of all applicable laws, ordinances and regulations.
- Assist the General Manager to establish a STC Bay Area Region Program's organizational structure, monitor staff assignments, and implement administrative processes to accomplish the Program's mission and objectives in an effective and efficient manner.
- Participate in the development and submission of the annual budget.
- On an as needed basis, prepare and present reports to elected officials regarding activities, issues, and needs of the organization. On an as needed basis, represent the organization before or provide information to commissions, boards, committees and representatives from international, federal, state and local organizations and agencies.

Required and Desirable Qualifications:

- Practical experience (years and kind): BA: Six (6) years' experience in grant compliance or organizational performance monitoring program, that includes responsibility for intergovernmental relations, in a large public agency; OR MA: Four (4) years' experience in grant compliance or organizational performance monitoring program, that includes responsibility for intergovernmental relations, in a large public agency.
- A working knowledge in the field of CBRNE program development and administration.
- A working knowledge of implementing CBRNE training and exercise initiatives.
- A working knowledge and/or completed courses regarding chemical/biological and radiological/nuclear materials

RESEARCH & RELATED Other Project Information

OMB Number: 4040-0001
Expiration Date: 10/31/2019

1. Are Human Subjects Involved? Yes No

1.a. If YES to Human Subjects

Is the Project Exempt from Federal regulations? Yes No

If yes, check appropriate exemption number. 1 2 3 4 5 6 7 8

If no, is the IRB review Pending? Yes No

IRB Approval Date:

Human Subject Assurance Number:

2. Are Vertebrate Animals Used? Yes No

2.a. If YES to Vertebrate Animals

Is the IACUC review Pending? Yes No

IACUC Approval Date:

Animal Welfare Assurance Number:

3. Is proprietary/privileged information included in the application? Yes No

4.a. Does this Project Have an Actual or Potential Impact - positive or negative - on the environment? Yes No

4.b. If yes, please explain:

4.c. If this project has an actual or potential impact on the environment, has an exemption been authorized or an environmental assessment (EA) or environmental impact statement (EIS) been performed? Yes No

4.d. If yes, please explain:

5. Is the research performance site designated, or eligible to be designated, as a historic place? Yes No

5.a. If yes, please explain:

6. Does this project involve activities outside of the United States or partnerships with international collaborators? Yes No

6.a. If yes, identify countries:

6.b. Optional Explanation:

7. Project Summary/Abstract

8. Project Narrative

9. Bibliography & References Cited

10. Facilities & Other Resources

11. Equipment

12. Other Attachments



2. Budget Carry Forward Narrative and Justification

- 1) **PERSONNEL:** In the Year One application, the STC San Francisco Bay Area Program requested funding for three staff members employed by the City and County of San Francisco and a contractual Program Manager. However, it was determined that hiring a staff employee to manage the Program was more appropriate than using a contractor. Therefore, this request reflects four (4) employees with a total budget for all salaries of \$491,192.

EMPLOYEE SALARIES: The four (4) employees who will be assigned to the STC San Francisco Bay Area Program Office:

One FTE Regional Program Manager \$155,883
One FTE Program Analyst \$145,197
One FTE Financial Specialist \$110,448
One FTE Administrative Specialist \$79,664

JUSTIFICATION: Due to the significant delays in receiving the grant funding, the necessary legislative processes that must be followed at the local level, and the COVID-19 pandemic, the hiring of personnel has not been completed. It is anticipated that all hiring will be completed in the next 90 days, and funding will be expended by the end of the FY 19 performance period of Oct. 31, 2021.

- 2) **FRINGE BENEFITS:** Fringe benefits were calculated at a rate of 35% and the base for allocating these fringe benefit expenses is \$491,192. The total cost for all fringe benefits is: \$171,917. The following are the cost breakdowns of the employees' fringe benefits:

Regional Program Manager: Retirement: \$37,334 FICA \$9,665: Medicare: \$2,260 Health: \$5,300 Total Fringe: \$54,559

Program Analyst: Retirement \$34,775, FICA \$9,002, Medicare \$2,105, Health \$4,937
Total Fringe: \$50,819

Financial Specialist: Retirement \$26,452, FICA \$6,838, Medicare \$1,601, Health \$3,755
Total Fringe: \$38,657

Administrative Specialist: Retirement \$19,080, FICA \$4,939, Medicare \$1,155, Health \$2,709

Total Fringe: \$27,882

JUSTIFICATION: The method for determining the percentages of breakdown for fringe benefits was the City and County of San Francisco's Collective Bargaining Agreement with the unions representing the employees described in Item #1. The estimated fringe benefits by percentage are as follows:



Securing the Cities (STC) San Francisco Bay Area Program:
2019 Budget Carry Forward Narrative

- i. Retirement 23.95%
- ii. FICA 6.20%
- iii. Medicare 1.45%
- iv. Health and Unemployment Insurance 3.40%

3) **TRAVEL:** Due to the COVID-19 Pandemic, to date, no travel has occurred. The STC San Francisco Bay Area Program wishes to continue allocating funds for the UASI General Manager, the STC SFBA Program Manager and the Program Analyst to travel to Washington, D.C. once travel restrictions are lifted. The plan is for two trips with the total travel budget for travel to Washington, D.C. of \$14,058. The Program Manager and Program Analyst will also travel to Sacramento in CA and Reno in NV twice in 2021, while the UASI General Manager will accompany them once to each City in 2021.

The total travel budget carryforward for all trips is: \$24,944. Note: Other travel may occur at the request and/or recommendation of the CWMD Office.

JUSTIFICATION: The purpose of the trips to Washington, D.C. will be to discuss operational planning efforts and ensure plans and protocols and strategy for the STC San Francisco Bay Area Region are aligned. The estimation for the airfare is based on a review of current costs from a travel website for travel during business hours in June, 2021 and again in October 2021. The hotel and per diem amounts are based on the GSA website rates. Total travel costs are estimated to be as follows:

- a) Round Trip Travel from San Francisco to Washington, DC, June 2021 and October 2021:
 - Airfare from San Francisco to DCA: \$1,000 per person
 - Lodging in Washington, DC at the GSA approved rate: \$258 per person for three nights: \$774 per person
 - Per Diem in Washington, DC at the GSA approved rate: \$76 per person per day for two full days and \$57 for two travel days: \$266 per person
 - Ground transportation costs (including to/from SFO and DCA airports, and all travel within the District): transportation costs are approximately \$303 per person.
 - Total trip costs: \$ 14,058.

The purpose of the trips to Sacramento and Reno will be to review the PRND mission to the region and to ensure that the program is socialized among all the participants. The airfare estimates are based on a review of current costs from a travel website. This or travel during business hours in 2021. The hotel and per diem amounts are based on the GSA website rates.

- b) Round Trip Travel from San Francisco to Sacramento (2 trips in 2021):
 - No airfare as Sacramento is within driving distance of the 12 Bay Area Counties.



**Securing the Cities (STC) San Francisco Bay Area Program:
2019 Budget Carry Forward Narrative**

Lodging in Sacramento at the GSA approved rate: \$145 per person for 3 nights: \$435 per person

Per diem in Sacramento at the GSA approved rate: \$66 per person for 2 full day for three days and \$49.50 for two travel days: \$231 per person

Ground transportation costs (including automobile travel from San Francisco to Sacramento, and all travel within the area): transportation costs are approximately \$265 per person.

Total trip costs: \$ 4,655.

c) Round Trip Travel from San Francisco to Reno (2 trips in 2021):

Airfare from San Francisco to Reno: \$500 per person

Lodging in Reno at the GSA approved rate: \$96 per person for 3 nights: \$288 per person

Per diem in Reno at the GSA approved rate: \$55 per person per day for two full days and \$41 for two travel days: \$192 per person

Ground transportation costs (including to/from SFO and Reno airports, and all travel within the area): transportation costs are approximately \$266 per person.

Total trip costs: \$ 6,231.

4) **SUPPLIES:** The STC San Francisco Bay Area Program wishes to carry forward the following supplies for the program: office supplies, mobile phones and phone/internet subscriptions, office furniture and copiers.

The breakdown of these costs is as follows:

Category	Cost
Office supplies (\$750 monthly x 12 months)	\$ 9,000
Mobile Phone Purchase (\$1,200 x 4)	\$ 4,800
Mobile Phones & Internet subscription service (\$100 monthly x 4)	\$ 4,800
Laptop Computers (4 x \$2,500)	\$ 10,000
Copiers (\$200 monthly x 12 months)	\$ 2,400
Total	\$ 31,000

JUSTIFICATION: The methodology used to determine this cost breakdown is based on existing costs within the Bay Area UASI Management Team office. Total amount of the FY 19 carry forward amount for all supplies is \$31,000.

5) **Contracts:** The STC San Francisco Bay Area Program wishes to carry forward funding of contracts that have been awarded and to award additional contracts issued through the Request for Proposals (RFP) process as needed.



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All procurement transactions will be conducted to provide, to the maximum extent possible, open and free competition. The San Francisco Administrative Code has specific guidelines (e.g. a cost or price analysis, the basis for the selection of the contractor, the type of contract and estimated cost/fee for profit concerning, etc.) in the RFP process as well as sole source procedures. In addition, the Bay Area UASI has written policies and procedures that guide the procurement process.

Identified below is each contract, identified organizational efforts as defined in Year One. The total amount of Contractual Services for Year One totals \$990,287.

CONTRACT #1: The original request for Year One was for the hiring of a Contract Program Manager. This did not prove to be as cost effective as the hiring a staff employee. Therefore, this does not require a carry forward.

CONTRACT #2: To transition from the existing Bay Area PRND Program to the new, expanded STC San Francisco Bay Area Program, a consultant, hired through the RFP process was tasked with planning a stakeholder kick off meeting to be hosted by San Francisco. This was determined to be the most effective and efficient means of introducing the stakeholders to the program. The cost of planning for, arranging logistics, and conducting this kickoff meeting, was \$112,500. Subsequent to this meeting and during Year Two, the balance of this contract will be allocated to FY 20 and Year Two expenses. Therefore, there will be no carry forward of this amount either.

CONTRACT #3: In Year One, it was determined that the STC Bay Area Program required a gap analysis to ensure effective planning. A survey of existing radiological/nuclear screening, search, and detection capabilities has been conducted by the above selected contractor and is currently being analyzed. Using FEMA-typed PRND national qualification system (NQS) criteria, an analysis of existing PRND operations, equipment capabilities, training and exercises as well as radiation alarm information sharing capabilities will be prepared. When the gap analysis is completed, the contractor will be further tasked with developing a 3 - 5 year strategic plan to identify goals, objectives and tasks with milestones as well as defining agency roles and responsibilities in closing these gaps. The total cost of this contract is \$200,000. Expenditures in Year One were \$21,000, therefore the carry forward amount of \$179,000 is requested.

JUSTIFICATION: The gap analysis is the first step towards a better understanding of its first responder base line readiness to perform the PRND mission. The gap analysis will also guide the development of the multi-year training and exercise plan and future PRND equipment procurements. Using a risk-based approach, strategic planning for the next 5 years will allow the region to enhance and build its PRND capabilities and lay the foundation for sustainment.

CONTRACT #4: In Year One, the region determined that three tasks, 1) development of a Radiation Alarm Information Sharing Plan, 2) development of a PRND Data Collection and Report Plan, and 3) individualized consulting services in the STC AOR to provide



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customized planning templates for the 15 counties in California and Nevada, was necessary.

The Radiation Alarm Information Sharing Plan defines how the adjudication of radiological information will be pushed up and shared with the FBI and other STC partners in order to better address a potential National Level Event. This plan also includes the policies and procedures necessary in the data information flow framework. This information flow will address the collection of information from first responder STC PRND equipment, such as Radiation Isotope Identification Detectors (RIID) and Personal Radiation Detectors (PRD), to ensure law enforcement sensitive information is properly shared with other STC AOR partners. The estimated cost is \$90,000.

The PRND Data Collection and Report Plan will describe the required PRND collection data sets needed to satisfy grant requirements. Information such as number of radiation alarms received, number of radiation detectors deployed in a reporting period, number of personnel trained and exercises conducted will be collected, stored and reported to the CWMD Office, the FBI and the CalOES Law Enforcement and Fire Branch Mutual Aid Coordinators. This plan will outline information needed to track, monitor and store activities of PRND equipment and trained personnel. This data will also provide critical information to efficiently use AOR mutual aid resources during enhanced PRND operations. Estimated cost is \$90,000.

Consulting services will be included to work with individual jurisdictions and agencies in the region's AOR 15 counties to utilize these planning templates and customize plans to meet STC requirements and operational goals. Estimated cost is \$70,000

The total for this contract is \$250,000. Year One expenditures total \$18,000, therefore, the requested carry forward amount is \$232,000.

JUSTIFICATION: The Radiation Alarm Information Sharing Plan and Data Collection and Report Plan, as well as the development and customization of supporting policies and procedures will allow the region to appropriately adjudicate radiation alarms according to the requirements of both the National and Northern California PRND CONOPs. This effort has been instrumental in writing Memoranda of Understanding between the principal and sub partners. This effort will also assist incident commanders responding to PRND incidents, to acquire and maintain real-time situational awareness, as well as support the creation of a common operating picture during all PRND mission states.

CONTRACT #5: In Year One, funding was allocated for technical services that encompass both the development of a secure website. The secure website will include: a common calendar meeting notifications, an e-learning module for future student training enrollment and content delivery tracking, and a centralized student database with a single point of access for course registration. The cost for this website development is \$287,587.



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The other portion of Year One funding was for a Program Management Support Team to assist the STC Program Manager in developing all meeting materials and coordinating up to six meetings per month for the various sub-committees of the program, developing new and updating existing program plans and documents, coordinate stakeholder participation, and developing 8 plans that must synchronize the PRND program with DHS training & exercise support teams, as well as the Bay Area Training & Exercise Program (BATEP).

The total cost of the support team is \$642, 500. Since \$465,800 will be allocated to Year Two, the carry forward balance of \$176,700 is requested.

JUSTIFICATION: The website will allow principal partners, sub partners, and other STC stakeholders to access program documents, job aids, and other PRND resources. A common calendar containing meeting notices, including current training and exercise opportunities, will help coordinate and de-conflict PRND activities throughout the region. An e-learning module will support the efficient and timely tracking of student training enrollments, training content delivery, and student testing and evaluation of training course effectiveness. The website's centralized student database will provide PRND stakeholders and program managers with information that includes enrollment, personnel qualifications, and certification status. Automated access to this information will assist in reducing administrative tracking costs. Management support services are required to provide consistency to all planning efforts and materials.

CONTRACT #6: In Year One, two plans: 1) the Bay Area's land-based PRND Concept of Operations Plan, and 2) the Bay Area's maritime PRND Concept of Operations Plan, were envisioned. Both plans will provide for the effective application of PRND operations throughout the STC Bay San Francisco Bay Area AOR.

To further build strong regional capabilities, the consultant was to be tasked with conducting outreach in each of the 15 AOR counties to identify and address jurisdiction-specific radiological nuclear prevention and response policies and procedures. Each customized plan will be shared as an appendix to the region's CONOPs.

Upon completion of the plans, the contractor will also be tasked with developing a PRND Field Operations Guide (FOG) to provide a standardized guidance document with information on the incident command system (ICS) and synthesized operational guidance and term definitions to support response in typical PRND mission states. The PRND FOG will include position descriptions, checklists and diagrams to facilitate that guidance.

The STC San Francisco Bay Area PRND FOGs will also be printed and distributed to all AOR Counties. Twelve (12) copies of the color-coded, specially printed and bound document will be distributed to each of the 15 counties for Law, Fire and other PRND partner use. For agencies wishing to print additional copies, an electronic PRND FOG template will be available for individual agency customization and printing.



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The total cost for this contract is \$160,000. To date, \$45,000 have been expended and the carry forward amount requested is \$115,000.

JUSTIFICATION: The Bay Area PRND Concept of Operations Plan contains guidance specific to the twelve (12) counties that make up the Bay Area UASI foot print. The STC San Francisco Bay Area Concept of Operations Plan will be expanded and similarly customized to be of value to the other counties that make up the STC AOR. Examples of guidance specific to these counties include the telephone numbers of the local FBI field office, Customs and Border Patrol, TSA VIPER teams, California Department of Health-Radiation Health Branch, Army National Guard Civil Support Team and other local and regional PRND resources. The creation of a PRND FOG manual will ensure consistent application of the CONOPs as well as but also appropriate use of the ICS system in support of PRND operations and the ability to readily access information useful to field personnel.

- 7) **OTHER DIRECT COSTS:** The Other Direct Costs item is for facility rental for setting up the STC San Francisco Bay Area Program office. The cost breakdown is 950 sq. ft. @\$51.75/sq. ft. to locate the four (4) staff members. These expenses total \$49,160.

JUSTIFICATION: The facility rental is based on situating four (4) STC SFBA Region staff in the existing Bay Area UASI Management Team offices. They will be sharing space with the existing team and the square foot cost is based on prevailing rental rates in the area.

Year One Carry Forward Budget Summary

CATEGORY	EXPENSE
1. Personnel	\$491,192
2. Fringe Benefits	\$171,917
3. Travel	\$24,944
4. Equipment	\$0
5. Supplies	\$31,000
6. Contractual	\$990,287
7. Other Direct Costs	\$49,160
TOTAL CARRY FORWARD	\$1,758,500