

File No. 220348

Committee Item No. 11

Board Item No. 13

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date May 11, 2022

Board of Supervisors Meeting Date May 17, 2022

#### Cmte Board

<input type="checkbox"/>	<input type="checkbox"/>	Motion
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Digest
<input type="checkbox"/>	<input type="checkbox"/>	Budget and Legislative Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Youth Commission Report
<input type="checkbox"/>	<input type="checkbox"/>	Introduction Form
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Department/Agency Cover Letter and/or Report
<input type="checkbox"/>	<input type="checkbox"/>	MOU
<input type="checkbox"/>	<input type="checkbox"/>	Grant Information Form
<input checked="" type="checkbox"/>	<input checked="" 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"/>	Form 126 – Ethics Commission
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Award Letter
<input type="checkbox"/>	<input type="checkbox"/>	Application
<input type="checkbox"/>	<input type="checkbox"/>	Public Correspondence

#### OTHER (Use back side if additional space is needed)

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Grant Subaward Programmatic Narrative</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Grant Subaward Budget Narrative</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>
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Completed by: Brent Jalipa Date May 6, 2022

Completed by: Brent Jalipa Date May 13, 2022

1 [Apply for Grant - California State Office of Emergency Services - High Frequency  
2 Communications Equipment Program - \$59,917]

3 **Resolution authorizing designated City and County of San Francisco officials to**  
4 **execute and file on behalf of the City and County of San Francisco any actions**  
5 **necessary for the purpose of obtaining financial assistance provided by the California**  
6 **Governor's Office of Emergency Services under the grant program, High Frequency**  
7 **Communications Equipment Program, for the funding amount of \$59,917.**  
8

9 WHEREAS, The State of California, through this grant program, provides support to  
10 Alerting Authorities, Emergency Operation Centers (EOC) or County Sheriff's Offices, for  
11 equipment that will allow governments to be included in an integrated high frequency radio  
12 network service that utilizes frequencies authorized by the Federal Communications  
13 Commission and intended to be capable of communications with state, local, and federal  
14 agencies; and

15 WHEREAS, The City and County of San Francisco has participated in these programs  
16 since their inception and deems them vital to the continued well-being of its residents; and,

17 WHEREAS, The City and County of San Francisco will encourage initiatives that  
18 strengthen emergency planning, first responder preparedness, and community safety,  
19 resilience, and recovery; and

20 WHEREAS, The City and County of San Francisco, as fiscal agent for the Department  
21 of Emergency Management, is committed to ensuring all grant funds are utilized in a  
22 compliant, appropriate, and transparent manner (including planning, organization, equipment,  
23 training, and exercises) that respects the civil rights and civil liberties of all San Francisco Bay  
24 Area residents; and  
25

1           WHEREAS, The State of California requires that applicant's agents be named in the  
2 Resolution, now, therefore, be it

3           RESOLVED, That the Board of Supervisors of the City and County of San Francisco  
4 authorizes the Executive Director of the Department of Emergency Management; or in his or  
5 her absence, the Chief Financial Officer, the Deputy Director, or the Assistant Deputy Director  
6 of the Department of Emergency Management, to execute for and on behalf of the City and  
7 County of San Francisco, a public entity established under the laws of the State of California,  
8 any actions necessary for the purpose of obtaining financial assistance provided by the  
9 California Governor's Office of Emergency Services, as well as provided directly by the State  
10 of California, including the High Frequency Communications Equipment Program, for the  
11 funding amount of \$59,917.

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18  
19 Recommended:

20  
21 /s/\_\_\_\_\_

22 Mary Ellen Carroll

23 Executive Director, Department of Emergency Management  
24  
25

## CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

### GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** City and County of San Francisco Department of Emergency Management **1a. DUNS#:** 070384255

2. **Implementing Agency:** San Francisco Department of Emergency Mgt. Division of Emergency Services **2a. DUNS#:** 070384255

3. **Implementing Agency Address:** 1 Dr Carlton B Goodlett Place, Suite 348 San Francisco 94102-4605  
(Street) (City) (Zip+4)

4. **Location of Project:** San Francisco San Francisco 94102-4605  
(City) (County) (Zip+4)

5. **Disaster/Program Title:** FH - High Frequency Communications Equipment Program **6. Performance/ Budget Period:** 4/1/2022 **to** 10/31/2023  
(Start Date) (End Date)

7. **Indirect Cost Rate:** N/A **Federally Approved ICR (if applicable):** \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	Select	Select	\$59,917						\$59,917
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
<b>Total</b>	<b>Project</b>	<b>Cost</b>	\$59,917		\$59,917				\$59,917


**13. Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

**14. CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

**15. Official Authorized to Sign for Subrecipient:**

Name: Mary Ellen Carroll Title: Executive Director, San Francisco Department of Emergency Management

Payment Mailing Address: 1 Dr Carlton B Goodlett Place, City Hall, Suite 348 City: San Francisco Zip Code+4: 94102-4605

Signature:  Date: 02/08/22

**16. Federal Employer ID Number:** 946000417

**(FOR Cal OES USE ONLY)**

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

(Cal OES Fiscal Officer)

(Date)

(Cal OES Director or Designee)

(Date)



## Grant Subaward Programmatic Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: City and County of San Francisco Department of Emergency Management

This RFA is being submitted on behalf of the City and County of San Francisco, specifically its Department of Emergency Management (DEM), which runs the City and County Emergency Operations Center (CCSF EOC).

Beneficiaries of expanded communication services will be emergency responders and those they serve: San Francisco's approximately 875,000 residents in addition to the commuters and visitors who can increase the number of people in the City to 1.5 million on any given day.

As the geographic, economic, and cultural center of the Greater Bay Area, San Francisco's emergency management system is well-positioned to provide leadership in regional incidents and disasters. The HF equipment requested in this grant application will increase the City's capability to communicate far beyond its physical boundaries and to coordinate with CalOES via SHARES in an emergency.

San Francisco DEM is the oversight agency for the affiliated amateur radio communications group under the State Disaster Service Worker Volunteer Program. This all volunteer group, known as the Auxiliary Communication Service (ACS), recommends equipment, oversees installations, provides training, and operates radio equipment under the supervision of DEM. ACS currently conducts



## Grant Subaward Programmatic Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: City and County of San Francisco Department of Emergency Management

regular, coordinated meetings and drills and reports to the Operations Section within the CCSF EOC during an emergency.

### Statement of Work

SF DEM/EOC is requesting HF and SHARES-capable equipment for the following:

- A fixed installation at the EOC at 1011 Turk Street in San Francisco
- Site evaluation, professional installation and training for the fixed installation
- A portable self-contained "drop kit".

The equipment in this request follows the guidance of CalOES's Communications Center Operations group, which is highly recommending standardization of equipment for SHARES across the state. This standardization also means benefiting from the following NASPO's pre-negotiated package pricing. ACS technical experts have validated those equipment specifications.

### Timeline

SF DEM/EOC anticipates that the overall project will be completed by calendar year Q1 2023:

- Obtain equipment and perform site evaluation (Q2 2022)



## Grant Subaward Programmatic Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: City and County of San Francisco Department of Emergency Management

- Verify equipment and perform fixed site installation (Q3 2022)
- Test equipment on site and in the field (Q4 2022)
- Conduct training of EOC and ACS personnel as needed (Q1 2023)

HF in use

CCSF EOC and ACS personnel are always on call and would respond during an incident to staff amateur radio communications as well as managing HF communications with CalOES via SHARES. ACS personnel would also be available to deploy the portable HF unit as directed by the CCSF EOCs.

The funding from this request will ensure that the equipment is installed, pre-configured, tested and available for emergencies. Funding will cover training for CCSF EOC and ACS personnel on both the fixed and portable stations.

Weekly tests

The CCSF EOC regularly participates in scheduled nets from satellite EOC locations staffed by ACS personnel using personal HF radios. Once the requested SHARES-capable equipment is installed at the CCSF EOC, SHARES nets will be attended by the appropriate representative(s) of CCSF EOC or ACS personnel.



## Grant Subaward Budget Narrative

Grant Subaward #: \_\_\_\_\_

Subrecipient: City and County of San Francisco Department of Emergency Management

CCSF DEM is requesting HF and SHARES-capable equipment for the following:

- A fixed installation at the EOC at 1011 Turk Street in San Francisco
- Site evaluation, professional installation and training for the fixed installation
- A portable self-contained "drop kit".

The equipment in this request follows the guidance of CalOES's Communications Center Operations group, which is highly recommending standardization of equipment for SHARES across the state and across the country. This standardization also means benefiting from the national contract with NASPO's pre-negotiated package pricing.

The pre-negotiated pricing and package contents listed in the Budget sheet total as follows:

Fixed installation plus Portable "drop kit" for an equipment total of \$38,667

Site evaluation, training and installation for the fixed installation    \$21,250

The grand total is \$59,917.





**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient: City and County of San Francisco Department of Emergency Management</b>		<b>Grant Subaward #:</b>
<b>A. Personnel Costs - Line-item description and calculation</b>		<b>Total Amount Allocated</b>
N/A		
<b>PERSONNEL COSTS CATEGOTY TOTAL</b>		



Grant Subaward Budget Pages  
Single Fund Source

Subrecipient: City and County of San Francisco Department of Emergency Management		Grant Subaward #:
B. Operating Costs - Line-item description and calculation		Total Amount Allocated
Installation costs to CCSF DEM (estimated) for construction, installation, electrical and other facility modifications necessary to complete HF installation in the designated building		\$7,300
HF Installation Site Visit and Training for Voice/Data and Remote Support per pre-negotiated national contract		
Includes Site visit to the location where HF will be installed prior to and then after equipment is delivered, site report of what preparation needs to be done to properly install HF equipment (fixed and/or mobile if each site may include base and /or mobile or portable equipment). HF Installation and Training for HF Data includes PACTOR DR7800 Modem and associated messaging software application and data terminal. HF Training will also include a Cradlepoint IBR900 Mobile Router for Remote HF Support and Operation with Cal OES or other agency.		\$13,950



**Grant Subaward Budget Pages**  
Single Fund Source

Subrecipient: City and County of San Francisco Department of Emergency Management		Grant Subaward #:
B. Operating Costs - Line-item description and calculation		Total Amount Allocated
OPERATING COSTS CATEGORY TOTAL		\$21,250



**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient: City and County of San Francisco</b>	
<b>Department of Emergency Management</b>	<b>Grant Subaward #:</b>
<b>C. Equipment Costs - Line-item description and calculation</b>	<b>Total Amount Allocated</b>
<b>NASPO ENVOY HF BASE STATION -per pre-negotiated national contract</b>	\$13,542
RF Unit, 2210 Envoy	
MIL-STD ALE, 2210	
OPT 3G ALE/MIL-STANAG 2G Data and Digital Voice, 2210 (Int fit)	
Includes Upgrade DV 1200 bps	
Upgrade, AES-256 Encryption, 2210/2110	
Upgrade, Low Rate DV, 2210/2110	
Open DV	
Console, 2230	
Opt GPS, 2210	
GPS Rcvr, Envoy/SRx/AR Voice	
Opt Free Tune TX	
Tcwr Supply, 3020	
Remote Control Applications	
Programming Applications	
Interconnect Cabling	
<b>NASPO 3G ENVOY FLYK-125-SMART - per pre-negotiated national contract</b>	\$25,125
RF Unit, 2210 Envoy	
MIL-STD ALE, 2210	
OPT 3G ALE/MIL-STANAG 2G Data and Digital Voice, 2210 (Int fit)	
Includes Upgrade DV 1200 bps	
Upgrade, AES-256 Encryption, 2210/2110	
Upgrade, Low Rate DV, 2210/2110	
Open DV	
Console, 2230	
Opt GPS, 2210	
GPS Rcvr, Envoy/SRx/AR Voice	
Opt Free Tune TX	



**Grant Subaward Budget Pages**  
Single Fund Source

<b>Subrecipient: City and County of San Francisco</b>		<b>Grant Subaward #:</b>	
<b>Department of Emergency Management</b>			
<b>C. Equipment Costs</b> - Line-item description and calculation		<b>Total Amount Allocated</b>	
Tcwr Supply, 3020			
2240 Envoy SmartLink			
Antenna and Mast			
Remote Control Applications			
Programming Applications			
Interconnect Cabling			
<b>EQUIPMENT COSTS CATEGORY TOTAL</b>		<b>\$38,667</b>	
<b>Total Project Cost</b> (Must match the Grant Subaward Face Sheet)		<b>\$59,917</b>	

**From:** [Paulino, Tom \(MYR\)](#)  
**To:** [BOS Legislation, \(BOS\)](#)  
**Cc:** [Lim, Victor \(DEM\)](#); [Zamora, Francis \(DEM\)](#)  
**Subject:** Mayor -- Resolution -- High Frequency Program  
**Date:** Tuesday, April 5, 2022 3:26:09 PM  
**Attachments:** [High Frequency Program - PACKET.zip](#)

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Hello Clerks,

Attached for introduction to the Board of Supervisors is a resolution authorizing designated City and County of San Francisco officials to execute and file on behalf of the City and County of San Francisco any actions necessary for the purpose of obtaining financial assistance provided by the California Governor's Office of Emergency Services under the grant program, High Frequency Communications Equipment Program, for the funding amount of \$59,917.

Please let me know if you have any questions.

Cheers,

**Tom Paulino**

He/Him

Liaison to the Board of Supervisors

Office of the Mayor

City and County of San Francisco