



## City Council Report

915 I Street, 1<sup>st</sup> Floor  
Sacramento, CA 95814

[www.cityofsacramento.org](http://www.cityofsacramento.org)

---

**File ID:** 2019-00994

July 23, 2019

**Consent Item 13**

---

**Title:** Grant: Fiscal Year 2018 State Homeland Security Grant Program

**Location:** Citywide

**Recommendation:** Adopt a Resolution authorizing the City Manager or City Manager's designee to: 1) accept a grant award of \$83,816 from the 2018 State Homeland Security Grant Program (SHSGP) for purchase of Regional Hazmat Equipment; 2) establish an operating grant project (G12902800) for the 2018 SHSGP grant; 3) establish revenue and expenditure budgets for \$83,816; 4) accept all eligible grant expenditures related to the 2018 SHSGP grant; and 5) approve all terms and conditions to implement this grant and to assure adherence to all grant regulations.

**Contact:** Scott Williams, Assistant Chief, (916) 808-1690, Fire Department

**Presenter:** None

**Attachments:**

1-Description/Analysis

2-Resolution

3-Notification of Sub-Recipient Award Letter and Subaward Agreement

## Description/Analysis

**Issue Detail:** The Fire Department is seeking approval to accept grant funding from the 2018 State Homeland Security Grant Program (SHSGP) in an amount up to \$83,816 for the purchase of Regional Hazmat Equipment. This is a Federal grant administered by the Sacramento County Office of Emergency Services that is passed through the State of California and the Sacramento Operational Area and is provided directly to public safety agencies within the County of Sacramento. The purpose of the grant is to support and build capabilities to protect against, prevent, respond to, and recover from terrorist acts and other types of emergencies or disasters.

The Fire Department is seeking to strengthen its Regional Hazmat Program with the purchase and implementation of equipment that would enhance protection of critical infrastructure and key resources, and bolster regional catastrophic incident planning, response and recovery.

In addition, this equipment would increase the operational capability of the Fire Department and other public safety agencies in the County of Sacramento.

**Policy Considerations:** The continued response to community, industry, construction, and business for rescue services is consistent with the City Council goal of improving and expanding public safety. Acceptance of SHSGP funding is consistent with the City Council actions relative to State and Federal grant awards and the City's goal of establishing and strengthening community and regional partnerships.

**Economic Impacts:** None

**Environmental Considerations:** This report concerns administrative activities that do not constitute a "project" as defined by section 15378 of the California Environmental Quality Act (CEQA) Guidelines and is otherwise exempt pursuant to sections 15061(b)(3); 15378(b)(2).

**Sustainability:** There are no sustainability considerations applicable to the acceptance of Federal funds through the 2018 SHSGP grant.

**Commission/Committee Action:** None

**Rationale for Recommendation:** The funding received through the 2018 SHSGP grant would provide an opportunity to replace a portion of obsolete and dated equipment and enhance the current Fire Department inventory with updated equipment.

**Financial Considerations:** The acceptance of the 2018 SHSGP funding does not augment the Fire Department General Fund budget; nor is there any obligation on the part of the City for matching funds. The cost to purchase the equipment will be fully funded through the 2018 SHSGP grant.

The total grant award is for an amount up to \$83,816. Staff is recommending that an operating grant be established with revenue and expenditure budgets to allow for the purchase of hazmat equipment as outlined in the award of the 2018 SHSGP grant.

**Local Business Enterprise (LBE):** If awarded, City procurement policies will be adhered to in the acquisition of goods and services related to this grant.

## **RESOLUTION NO.**

Adopted by the Sacramento City Council

### **GRANT SUPPLEMENT: PURCHASE OF FIRE DEPARTMENT REGIONAL HAZMAT EQUIPMENT THROUGH THE 2018 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP)**

#### **BACKGROUND**

- A. The Fire Department is seeking approval to accept grant funding from the 2018 State Homeland Security Grant Program (SHSGP) in an amount up to \$83,816 for the purchase of Regional Hazmat Equipment. This is a Federal grant administered by the Sacramento County Office of Emergency Services that is passed through the State of California and the Sacramento Operational Area and is provided directly to public safety agencies within the County of Sacramento.
- B. The purpose of the grant is to support and build capabilities to protect against, prevent, respond to, and recover from terrorist acts and other types of emergencies or disasters.
- C. The Fire Department is seeking to strengthen its Regional Hazmat Program with the purchase and implementation of equipment that would enhance protection of critical infrastructure and key resources, and bolster regional catastrophic incident planning, response and recovery.
- D. The total grant award is for an amount up to \$83,816. The acceptance of the 2018 SHSGP funding does not augment the Fire Department General Fund budget; nor is there any obligation on the part of the City for matching funds. The cost to purchase the equipment will be fully funded through the 2018 SHSGP grant.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

Section 1. The City Manager, or City Manager's designee, is hereby authorized to accept a grant award in the amount of \$83,816 from the 2018 State Homeland Security Grant Program (SHSGP) for purchase of Regional Hazmat Equipment.

Section 2. The City Manager, or City Manager's designee, is authorized to establish an operating grant project (G12902800) for the 2018 SHSGP grant.

Section 3. The City Manager, or City Manager's designee, is authorized to establish revenue and expenditure budgets in the amount of \$83,816 for the 2018 SHSGP grant.

Section 4. The City Manager, or City Manager's designee, is authorized to accept all eligible grant expenditures related to the 2018 SHSGP grant.

Section 5. The City Manager, or City Manager's designee, is authorized to approve all terms and conditions to implement the 2018 SHSGP grant and assure adherence to all grant regulations.

**County Office of Emergency Services**  
**Stephen Cantelme, Chief**



**County Executive**  
 Navdeep S. Gill

## County of Sacramento

May 30, 2019

Gary Loesch  
 Fire Chief  
 Sacramento Fire Department  
 5770 Freeport Blvd., Suite 200  
 Sacramento, CA 95822

**SUBJECT:** NOTIFICATION OF SUB-RECIPIENT AWARD  
 FFY 2018 HOMELAND SECURITY GRANT PROGRAM  
 Federal Grantor Agency: US DEPARTMENT OF HOMELAND SECURITY CFDA # 97.067  
 Pass-Through Agency: CALIFORNIA OFFICE OF EMERGENCY SERVICES GRANT # 2018-0054  
 Subrecipient Performance Period: September 1, 2018 to December 31, 2020

Dear Chief Loesch:

The Sacramento Fire Department was awarded \$83,816 from the FFY 2018 Homeland Security Grant Program. This funding is authorized for the purchase of regional hazmat equipment.

<b>New Funding</b>	
Project 017: Regional HazMat Equipment	\$83,816
<b>Total Funding</b>	<b>\$83,816</b>

By accepting this award you acknowledge that this is a federal monetary award and your agency or department is a Sub-Recipient to Sacramento County Office of Emergency Services, as Sub-Grantee to the State of California, who is the Grantee.

Department of Homeland Security adopted Title 2, Part 200 of the Code of Federal Regulations (C.F.R.), which applies to all new FEMA grant awards made on or after December 26, 2014 and supersedes 44 C.F.R Part 13, and the Office of Management and Budget (OMB) Circulars A-21, A-87, A-102, A-110, A-122, A-133 and A-50.

Your agency or City is subject to a mandatory annual 2 CFR 200 (Subpart F) Single Audit if your agency expends more than \$750,000 per fiscal year in total federal funding.

Sub-Recipients are responsible to comply with all federal statutes, regulations, policies, guidelines and requirements, including but not limited to:

- Uniform Guidance 2 CFR 200
- Applicable Federal, State and Local Laws including but not limited to those listed in grant assurances.
- Federal NOFO and State Supplemental Program Guidance.

Sub-Recipients are responsible to meet the following conditions:

1. Your agency accepts complete financial liability and will provide:

- a. Signatory Resolution approved by your Board or Council within 60 days of this notice.
  - b. Signed Federal Grant Assurances, from the 2018 grant guidance, by an authorized signatory on the Resolution.
  - c. Signed Subaward Agreement (Contract).
  - d. Check every contractor who will be paid with federal funds against the federal debarment list ([www.Sam.gov](http://www.Sam.gov)) before contracting with that entity.
  - e. Repay any funds due to an over-payment for a non-eligible or unapproved activity, or as required by a negative audit finding.
2. **All Sole Source procurements, projects requiring EHP reviews, Aviation/Watercraft, SAFECOM requests and EOC projects must receive prior approval from SacOES, CalOES and/or FEMA before you can begin your project.**
  3. All project modifications require notification to Sacramento OES and modification approval from Cal OES before beginning the project.
  4. Performance reports, reimbursement claims, and updated excel workbooks are due every quarter.
  5. All claims for reimbursement must be supported by source documentation, such as cancelled checks, paid bills, payroll records, signed time and attendance sheets, purchase orders, invoices, delivery receipts, contracts, etc. All documentation must be maintained and submitted upon request for monitoring or audit by our office, the state or federal government.
  6. All claims must be submitted with a canceled check and general ledger report to show that vendors were paid prior to reimbursement.
  7. Ensure *all original invoices* are clearly labeled with the grant year and billing accounts before they are copied and sent for payment to ensure subsequent copies are auditable and not double-billed to another grant/budget.
  8. All equipment is to be labeled and tracked according to grant guidelines. Equipment will be tracked every two years and a tracking report will need to be updated by your agency. Equipment that falls under \$5,000 is to be reported to SacOES and approval is needed in order to remove it from the equipment tracking list. Equipment that is lost, stolen or destroyed needs to be reported to our office immediately and may need to be replaced by your agency at agency cost.
  9. Use distribution timesheets for all personnel time if not 100% funded by this grant. All time must include an explanation of 100% of employee hours.
  10. Maintain complete and accurate records of all grant related activities for three years from the date of receipt of a closeout letter from the County. Letters will not be sent until after the state has closed the grant program.
  11. Cost savings must be returned for reallocation and may not be expended on additional or unapproved items.

Sub-Recipients may not begin their projects until the Award Letter and Contract Agreement have been signed, dated and returned to Sacramento OES and all requests (Sole Source, EHP, Aviation/Watercraft, SAFECOM and EOC) have been approved by CalOES/FEMA. In the absence of an existing resolution identifying approved signatories, the department or agency head must sign.

We are here to assist you so please feel free to contact Adelina Ana at 916-874-2283 with any questions.

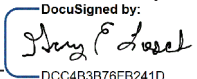
Sincerely,

DocuSigned by:  
*Stephen Cantelme*

Chie. DC81382E4D57470...

cc: Scott Williams, Allison Narramore

I acknowledge receipt of this Notification of Sub-Recipient Award and requirements of participation in the Homeland Security Grant Program.

 DCC4B3B76FB241D...	Gary Loesch    Fire Chief	6/4/2019
Signature	Name/Title	Date