

CITY OF PALMER ACTION MEMORANDUM NO. 11-013

SUBJECT: Authorize the City Manager to Purchase Radios for Palmer Fire and Rescue With \$56,200 in Homeland Security Grant Funds Using Western States Contracting Alliance (WSCA) Contract Pricing

AGENDA OF: January 25, 2011

Council action:	Authorized
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Approved for presentation by Douglas B. Griffin, City Manager 

Route To:	Department/Individual:	Initials/Date:	Remarks:
X	Originator – Public Safety	<i>JO</i> 01/05/2011	
X	City Clerk	<i>JG</i> 1/17/11	
X	City Attorney	<i>[Signature]</i> 1/17/11	
X	Director of Administration	<i>[Signature]</i>	
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
	Director of Public Works		

Attachment(s): Resolution No. 09-058

Certification of Funds:

	No fiscal impact.	
X	Funds are budgeted from this account number: 08-01-10-7132	\$56,200
	Funds are not budgeted. Budget modification is required. Affected account number:	
	Unrestricted/undesignated fund balance (after budget modification):	

Director of Administration Signature:  _____

Summary statement: On November 20, 2009, the Palmer City Council approved resolution no. 09-058 accepting and appropriating \$141,200 to fund a new fuel tank and thirteen emergency radios for Palmer Fire & Rescue. The grant awarded \$56,200 for the radio purchase. In this legislation, however, the Public Safety Director did not specify the mechanism for purchase of these radios. The Administration proposes to purchase these radios using Western States Contracting Alliance (WSCA) Contract Pricing. WSCA was formed in October 1993 by the state purchasing directors from fifteen western states. The purpose of creating WSCA was to

establish the means by which participating states could join together in cooperative multi-state contracting. This joint participation eliminates the need to go out for bid for procurement of many purchases, including emergency radios for police and fire. The Administration proposes to purchase these fire radios using WSCA contract prices through the local Motorola vendor, ProComm Alaska.

Administration recommendation: Approve action memorandum no. 11-013.

CITY OF PALMER INFORMATION MEMORANDUM No. 09-089

SUBJECT: Resolution No. 09-058: Accepting and Appropriating the 2009 State Homeland Security Grant Program 2009-SS-T9-0007 in the Amount of \$141,200 and Authorizing the City Manager to Purchase Fuel and Gasoline Storage Tanks and Portable and Mobile Radios for Fire Responders

AGENDA OF: November 10, 2009

Council action:
Adopted

Approved for presentation by B.B. Allen, City Manager *B.B. Allen*

Route To:	Department/Individual:	Initials/Date:	Remarks:
X	Originator – Director of Public Safety	<i>JO</i> 10/20/2009	
X	City Clerk	<i>JB</i> 11/3/09	
X	City Attorney	<i>[Signature]</i> 11/3/09	
X	Director of Administration	<i>[Signature]</i>	
	Director of Community Development		
	Director of Community Services		
	Director of Public Safety		
X	Director of Public Works	<i>CKL</i> 10/27/09	

Attachment(s):

Certification of Funds:

	No fiscal impact.	
	Funds are budgeted from this account number:	
X	Funds are not budgeted. Budget modification is required. Affected account number: 08-01-10-7132	\$141,200

Director of Administration Signature: *[Signature]*

Summary statement:

Background: The City of Palmer applied to the Department of Homeland Security and Emergency Management for grant monies to fund a fuel and gasoline storage tank (\$85,000) as well as radios for fire response (\$56,200) and was awarded the grant.

Fuel and Gasoline Storage Tanks: In 2009, the City of Palmer participated in the Security and Vulnerability Assessment performed for the Matanuska-Susitna Borough by the State of Alaska Department of Homeland Security and Emergency Management. This assessment revealed that the City of Palmer needs a system for storage of diesel fuel and gasoline.

Additionally, the State of Alaska Department of Homeland Security and Emergency Management performed an analysis of terrorist and all-hazards events which render Alaskan communities vulnerable ("FY 2009 HSGP Investment Justification"). According to the study, terrorism, earthquakes, floods, volcanoes and windstorms are all among the risks faced by localities within the State. Certainly, the Palmer area is vulnerable to all these events. As well, the occurrence of any of these events could threaten the electrical power grid. Currently, all City of Palmer vehicles refuel at a local gas station, as the City of Palmer has no fuel storage or dispensing capability. The gasoline and diesel fueling stations (upon which the City relies) are dependent upon having sustained electrical power to pump fuel, and very few area stations have back-up power generation. Because the City of Palmer has little back-up fuel storage capability, both Public Works and Public Safety would be limited in response to a major event involving an extended power outage.

Public Works: With the currently available back-up fuel and gas supplies, the City of Palmer Public Works Department has fuel and gas to last for only two days of normal operation. In the event of an extended all-hazards event calling for road closures or debris removal, the heavy equipment would be inoperable after two days.

Public Safety: The City of Palmer Department of Public Safety (Police, Fire, Rescue, and Dispatch) only has one day of gas and fuel reserve for the emergency response vehicles—whether for answering police calls for service, or answering calls for structure fires or other fire/rescue response. In the event of an earthquake, natural gas lines could well be ruptured, and fires could ensue. It is essential that firefighters have sufficient fuel supplies to operate for an extended period of time, with or without electrical power.

The Palmer Police Dispatch Center is the Public Safety Answering Point (PSAP) for the entire Matanuska-Susitna Borough. The Palmer Dispatch Center is responsible for dispatching all EMS, fire and rescue calls Borough-wide, as well as fire and police resources within the City of Palmer. In 2007, the City installed a new 35Kw backup generator for the Dispatch Center, using monies provided by a Homeland Security Grant. This generator provides crucial backup power to the Dispatch Center, critical to the life and safety of every Borough resident. With a full fuel tank, this new generator will run for about one day. A prolonged area-wide power outage outlasting this reserve capacity could render Borough residents without a fire/EMS/rescue dispatch capability.

For these reasons, the City of Palmer applied to the Department of Homeland Security and Emergency Management for \$85,000 to fund the purchase of a fuel storage tank.

The above-ground tank would hold 4,000 gallons of gasoline, and, in a separate compartment, 4,000 gallons of diesel fuel. The Type I tank to be purchased has both an inner and outer tank, thus creating a double wall for environmental protection. The material thickness of the inner and outer tank shells, the head bracing, the relief venting, and the weld joints, shall all be in conformity with United Laboratories (UL®) Standard 142. This tank, if approved by Council, will be located at the City's Public Works facility.

Radios for Fire Response: The City also applied for \$56,200 to purchase ten more portable radios, and three new mobile radios for fire vehicles. While it is not practical to outfit each firefighter with his or her own portable radio, it is practical to equip our City's fire engines and the aerial (ladder) truck with additional portable radios, which would be maintained on a DC charger, mounted within the respective apparatus. This system would allow for the firefighter to respond to the fire station, suit up in turnout equipment, and climb into the apparatus, knowing that a radio (or radios) is charged and ready inside the apparatus.

The City received notification from Homeland Security that both of these project requests are being funded. If the City Council accepts the grant award, the Department of Public Works will be responsible for pouring the concrete pad and completing the wiring for the fuel/gasoline storage tank.

Administration recommendation: Adopt resolution no. 09-058.

Introduced by: City Manager Allen
Date: November 10, 2009
Action: Adopted
Vote: Unanimous

Yes:	No:
Chmielewski	Hanson
Erbey	
Vanover	
Brown	
Best	
Combs	

CITY OF PALMER, ALASKA

RESOLUTION NO. 09-058

A RESOLUTION OF THE PALMER CITY COUNCIL ACCEPTING AND APPROPRIATING THE 2009 HOMELAND SECURITY GRANT PROGRAM 2009-SS-T9-0007 IN THE AMOUNT OF \$141,200 AND AUTHORIZING THE CITY MANAGER TO PURCHASE FUEL AND GASOLINE STORAGE TANKS AND PORTABLE AND MOBILE RADIOS FOR FIRE RESPONDERS

WHEREAS, the City of Palmer Department of Public Safety and Department of Public Works would provide response to any major hazards event or natural disaster occurring in or around the City of Palmer; and

WHEREAS, the City of Palmer has limited capacity to store reserve diesel fuel or gasoline; and

WHEREAS, the City of Palmer needs to purchase a tank for the storage of diesel fuel and gasoline; and

WHEREAS, the City of Palmer Fire responders need more radios to enable responders to communicate safely and effectively; and

WHEREAS, the Department of Public Safety has been awarded \$141,200 from the State Homeland Security Grant Program for the purchase of fuel and gasoline storage tanks and radios for fire responders.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council to accept and appropriate \$141,200 from the State Homeland Security Grant Program and to authorize the City Manager to purchase diesel fuel and gasoline storage tanks and radios for fire responders.

ORIGINAL SCOPE OF WORK

The City proposes to use the 2009 State Homeland Security Grant Program funds to purchase diesel fuel and gasoline storage tanks and radios for fire responders.

BUDGET

Project Budget \$141,200
From US Department of Justice

Passed and approved by the City Council of the City of Palmer, Alaska this tenth day of November, 2009.

/s/

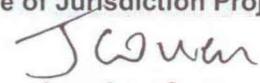
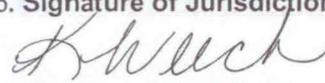
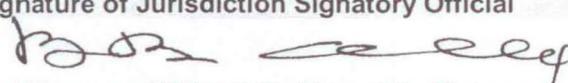
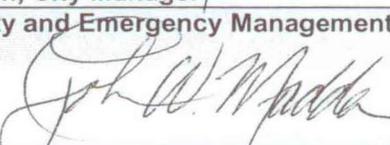
John Combs, Mayor

/s/

Janette M. Bower, CMC, City Clerk

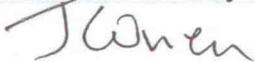
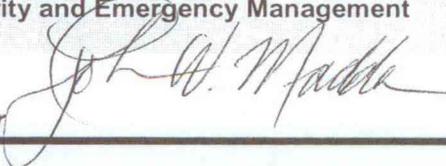


ALASKA DEPT OF MILITARY AND VETERANS AFFAIRS
DIVISION OF HOMELAND SECURITY
AND EMERGENCY MANAGEMENT
 Obligating Award Document for
2009 State Homeland Security Program
U.S. DEPT OF HOMELAND SECURITY
 Federal Emergency Management Agency
 Grant Programs Directorate
 2009 Federal Grant No. 2009-SS-T9-0007 CFDA No. 97.073

1. State Grant No. 09SHSP-GR34058	2. Recipient City of Palmer	3. Award <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Amendment # _____	4. Employer Tax ID # 92-6000194
5. Recipient Address City of Palmer 231 W. Evergreen Palmer, AK 99645		6. Issuing Office and Address Department of Military and Veterans Affairs Division of Homeland Security and Emergency Management P.O. Box 5750 Fort Richardson, Alaska 99505-5750 http://www.ready.alaska.gov/	
7. Effective Date of This Action October 1, 2009		8. Method of Payment: Electronic	
9. Grant Award and Terms and Conditions: (see attached Grant Terms and Conditions)			
Total Awarded Amount:		\$141,200.00	
Planning:			
Equipment:		\$141,200.00	
Training:			
Exercise:			
Project Budget Details are funding allocations, and are not to be construed as expenditure authorizations or approvals. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.			
<p align="center">Grant Performance Period: October 01, 2009 through December 31, 2011</p> <p>For State Use Only: CC # 9299201 File No. # 1.6.10.1.9</p>			
10. Grant Requirements, Assurances and Agreements: (see attached Grant Requirements, Assurances and Agreements) <i>The acceptance of a grant from the United States government creates a legal duty on the part of the grantee to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)]</i>			
11. Special Conditions: (see attached Special Conditions) See attached Special Conditions.			
12. Recipient is required to sign and return one (1) copy of this document with the terms and conditions to the issuing address in Block 6, within 30 days from the date in Block 17.			
13. Division of Homeland Security and Emergency Management Project Manager Michelle Heun		Phone: 907-428-7089 Fax: 907-428-7009 Email: michelle.heun@alaska.gov	
14. Signature of Jurisdiction Project Manager  Printed Name: Jonathan Owen		Phone: 907-745-4811 Fax: 907-746-2314 Email: jcowen@palmerpolice.com	
15. Signature of Jurisdiction Chief Financial Officer  Printed Name: Kelli Veech		Phone: 907-745-3271 Fax: 907-745-0930 Email: kveech@palmerak.org	
16. Signature of Jurisdiction Signatory Official  Printed Name and Title: B.B. Allen, City Manager		Date <u>10.18.09</u> Phone: 907-761-1317 Fax: 907-745-0930 Email: ballen@palmerak.org	
17. Division of Homeland Security and Emergency Management Signatory Official John W. Madden, Director		Date <u>10/2/2009</u> 	



ALASKA DEPT OF MILITARY AND VETERANS AFFAIRS
DIVISION OF HOMELAND SECURITY
AND EMERGENCY MANAGEMENT
 Obligating Award Document for
2009 State Homeland Security Program
U.S. DEPT OF HOMELAND SECURITY
 Federal Emergency Management Agency
 Grant Programs Directorate
 2009 Federal Grant No. 2009-SS-T9-0007 CFDA No. 97.073

1. State Grant No. 09SHSP-GR34058	2. Recipient City of Palmer	3. Award <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Amendment # _____	4. Employer Tax ID # 92-6000194
5. Recipient Address City of Palmer 231 W. Evergreen Palmer, AK 99645		6. Issuing Office and Address Department of Military and Veterans Affairs Division of Homeland Security and Emergency Management P.O. Box 5750 Fort Richardson, Alaska 99505-5750 http://www.ready.alaska.gov/	
7. Effective Date of This Action October 1, 2009		8. Method of Payment: Electronic	
9. Grant Award and Terms and Conditions: (see attached Grant Terms and Conditions)			
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For State Use Only:		CC # 9299201	File No. # 1.6.10.1.9
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13. Division of Homeland Security and Emergency Management Project Manager Michelle Heun		Phone: 907-428-7089 Fax: 907-428-7009 Email: michelle.heun@alaska.gov	
14. Signature of Jurisdiction Project Manager  Printed Name: Jonathan Owen		Phone: 907-745-4811 Fax: 907-746-2314 Email: jcowen@palmerpolice.com	
15. Signature of Jurisdiction Chief Financial Officer  Printed Name: Kelli Veech		Phone: 907-745-3271 Fax: 907-745-0930 Email: kveech@palmerak.org	
16. Signature of Jurisdiction Signatory Official  Printed Name and Title: B.B. Allen, City Manager		Date <u>10.28.09</u> Phone: 907-761-1317 Fax: 907-745-0930 Email: ballen@palmerak.org	
17. Division of Homeland Security and Emergency Management Signatory Official John W. Madden, Director		Date <u>10/28/09</u> 	

NOTICE OF INTENT TO ACCEPT GRANT AWARD

State Grant No: 09SHSP-GR34058		
Recipient Address	Issuing Office Address	
City of Palmer 231 W. Evergreen Ave Palmer, AK 99645	Department of Military and Veterans Affairs Division of Homeland Security and Emergency Management P.O. Box 5750 Fort Richardson, Alaska 99505-5750 www.ak-prepared.com/grants.htm	
<p> This is notice of the <u>City of Palmer's</u> intent to accept the <u>SHSP</u> <small>(Jurisdiction Name)</small> </p> <p> Grant. Before this award can be accepted, approval must be garnered through our local government. The requirement for this process is located in the following local government document - <u>Resolution</u> <small>(Document name or number)</small> </p> <p> citation # <u>09-</u> . This process will take longer than the 30-day period of acceptance set forth <small>(If applicable)</small> </p> <p> within this grant award. We request a <u>15</u> day extension of the acceptance period to seek proper <small>(# of days)</small> </p> <p> approval. It is understood if we are unable to obtain acceptance by the extension date the grant award will be rescinded. </p> <p style="text-align: center; margin-top: 20px;"> <i>If approved, you will receive written notification within five working days.</i> </p>		
Signature of Jurisdiction Signatory Official	Date:	Phone: 907-761-1317
	10.28.09	Fax: 907-745-0930
Printed Name and Title:	Email:	
BB Allen, City Manager	ballen@palmerak.org	

Signatory Authority Form

Grant Program: SHSP

Agreement Number
09SHSP-GR34058

Date Prepared / Effective Date
10/27/09

Name of Applicant (Jurisdiction): City of Palmer

Tax ID#: 92-6000194

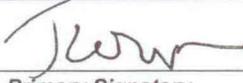
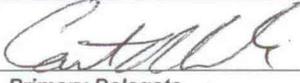
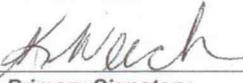
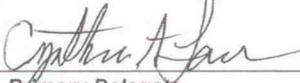
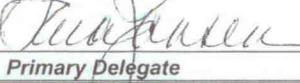
Signatory Information

Project Manager, Chief Financial Officer, and Signatory Official must be three (3) different individuals.

	<i>Primary Signatories: Grant Award/Amendments and Quarterly Grant Reports</i>	<i>Primary Delegations: Quarterly Financial and Narrative Grant Reports (only)</i>	<i>Secondary Delegations: Quarterly Financial and Narrative Grant Reports (only)</i>
Project Manager Name <i>Individual who will manage project</i>	Jonathan Owen	Carter Cole	
Project Manager Address City, State Zip	231 W Evergreen Ave Palmer, AK 99645	231 W Evergreen Ave Palmer, AK 99645	
Project Manager Telephone	907-746-9441	907-745-7604	
Project Manager Fax	907-746-2314	907-745-3203	
Project Manager Email	jcowen@palmerpolice.com	ccole@palmerak.org	
Chief Financial Officer Name <i>Highest level financial officer, authorized to certify financial expenditures and records</i>	Kelli Veech	Cindy Larson	
Chief Financial Officer Address City, State Zip	231 W Evergreen Ave Palmer, AK 99645	231 W Evergreen Ave Palmer, AK 99645	
Chief Financial Officer Telephone	907-761-1303	907-745-3271	
Chief Financial Officer Fax	907-745-0930	907-745-0930	
Chief Financial Officer Email	kveech@palmerak.org	clarson@palmerak.org	
Signatory Official Name <i>Jurisdiction's Chief Executive Governing Official</i>	B.B. Allen	Sara Jansen	
Signatory Official Address City, State Zip	231 W Evergreen Ave Palmer, AK 99645	231 W Evergreen Ave Palmer, AK 99645	
Signatory Official Telephone	907-761-1317	907-761-1315	
Signatory Official Fax	907-745-0930	907-745-0930	
Signatory Official Email	ballen@palmerak.org	sjansen@palmerak.org	

Signatures**

***Signature required by each of the above named individuals.*

Project Manager			
	<i>Primary Signatory</i>	<i>Primary Delegate</i>	<i>Secondary Delegate</i>
Chief Financial Officer			
	<i>Primary Signatory</i>	<i>Primary Delegate</i>	<i>Secondary Delegate</i>
Signatory Official			
	<i>Primary Signatory</i>	<i>Primary Delegate</i>	<i>Secondary Delegate</i>

Project Budget Details Report

2009 Homeland Security Grant Program / SHSP

Palmer, City of

Reported Category = ALL. Reported Revision = 0 of 0.

PBD#	<u>Expense Category</u>	<u>Solution Area</u>	<u>Discipline</u>	<u>Qty</u>	<u>Budgeted Cost</u>	<u>PBD# Amt Spent</u>	<u>PBD# Balance</u>
1	Equipment	Phys.Security	LE	1	\$85,000.00		\$85,000.00
Item: Fuel Storage Tank							
Description: Application Project Priority 1.							

2	Equipment	Interop.Commun	FS	1	\$56,200.00		\$56,200.00
Item: Portable and Mobile Radios for Interoperable Communications for Fire Service							
Description: Application Project Priority 2. Portables (10 @ \$4,300 = \$43,000) and mobiles (3 @ \$4,400 = \$13,200)							

Adjusted Grant Award

\$141,200.00

Total Allocated

\$141,200.00

Remaining Budget

Allocation **\$0.00**

Total Allocations: \$141,200.00

Total Expenses:

Summary Balance: \$141,200.00

Special Conditions (continued from Section 11 of Award)

(A) No funds will be reimbursed if a City of Palmer representative does not attend one of the 2009 Grant Kick-off Meetings: **Southeast Region** on November 4th, in Juneau, or **Southcentral Region** on November 18th, in Anchorage.

(B) The City of Palmer shall not undertake any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. The City of Palmer must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the City of Palmer must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the City of Palmer will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any construction activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding. The City of Palmer must submit an Environmental Historic Preservation (EHP) Statement of Work Request for the following project(s):

Fuel Storage Tank

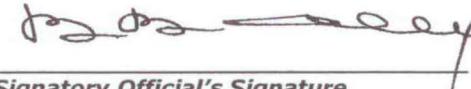
We certify we have read, understood, and accept the Grant Terms and Conditions, the Grant Requirements, and Assurances and Agreements, and Special Conditions in accordance with this Award.



Project Manager's Signature



Chief Financial Officer's Signature



Signatory Official's Signature