



AGENDA COVER MEMO

Memorandum Date: December 20, 2023

Order Date: January 23, 2023

TO: Board of County Commissioners

DEPARTMENT: Sheriff's Office

PRESENTED BY: Debby Haller, Finance Manager

AGENDA ITEM TITLE: ORDER/IN THE MATTER OF ACCEPTING A GRANT FROM THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY'S FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) IN THE AMOUNT OF \$270,000 FOR COMMUNICATION SITE UPGRADES AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO EXECUTE THE GRANT AND ASSOCIATED CONTRACTS

I. MOTION

Move approval of accepting a grant from the United States Department of Homeland Security's Federal Emergency Management Agency (FEMA) in the amount of \$270,000 for Communication Site upgrades and delegate authority to the County Administrator to execute the grant and associated contracts.

II. AGENDA ITEM SUMMARY

In 2022, the Sheriff's Office started an application with FEMA for a grant to upgrade the backup power supply at the Prairie and Harness Mountain Communication Sites. After a lengthy review by FEMA, the grant has been awarded.

The grant will provide \$270,000 for the upgrades and the Sheriff's Office will be required to match that with \$30,000 for a total project cost of \$300,000.

The project funds the installation of hybrid power systems at both sites to ensure at least 28 days of uninterrupted backup generator power and 48 hours of battery backup if the generator should fail. These upgrades safeguard the systems from failure during fire and weather events that may disrupt commercial power at the sites.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

During the February 2019 snowstorm in Lane County, the commercial power at the Bear Mountain Communication site was lost. The site operated for several days on a propane generator, but completely failed when propane could not be delivered because of the dangerous condition of the roads. Critical communication links were not operational or operated at very low levels.

As part of the Presidential Disaster Declaration, Lane County was awarded a grant to upgrade the battery backup power at the Bear Mountain site. This project was completed in 2020 and provides the site with up to 28 days of backup power. The system can also be controlled remotely, making it unnecessary to attempt travel during the winter months when the roads are difficult to navigate.

The two additional communication site that will benefit from an upgraded power backup system are those located at Prairie and Harness Mountains. With this grant, both site will also gain the 28 days of backup power resources and the capability to control the systems remotely.

B. Policy Issues

Maintenance of the Sheriff's Office radio system is detailed in the LCSO Communications Plan and includes provisions for backup power systems:

- The department recognizes that adequate preventative maintenance programs will extend the usable life of equipment beyond the times schedules above and therefore encourages agencies to develop and implement such programs.
- Based on the project criteria development discussions with LCSO, the resilience goals for the communication sites are:
 - Operate independently without backup power for 48 hours after any primary power disruption.
 - Operate independently with backup power for 28 days after any primary power disruption.
- Emergency Power
 - We understand that LCSO's goal is for the communications sites to be self-sufficient in the event that power is lost for both short-term outages (days) and for more long- term disasters (weeks).
 - This requires preparation and investment in equipment and fuel supplies to provide this power.
 - Batteries, generators, and equipment needs to be automated to switch to back-up power sources in the event of an outage and the battery capacity/charge and/or the fuel supply should be sufficient to provide power for the required duration.

- LCSO has been increasing backup power capacity at these sites, specifically Bear Mountain, but additional work is still needed to provide long term backup power to the communications towers.

C. Board Goals

The upgrades to the power supplies at Communication Sites supports two of the Board's Strategic Goals.

1. Safe, Healthy County – Ensuring reliable communications for First Responders in the event of an emergency.
2. Robust Infrastructure – Taking measures towards preparedness and operational readiness.

D. Financial and/or Resource Considerations

The total grant for \$300,000 includes \$270,000 from FEMA and a \$30,000 match from the Sheriff's Office. Since the inception of this grant application, costs for materials and installation have increased. The Sheriff's Office maintains a separate fund for Communications and has reserves sufficient to cover both the required match and any increase in costs since the original bid was received.

E. Health Implications

None

F. Analysis

Lane County has seen an increase in weather and fire events over the past several years. Each of these events poses a risk to delivery of commercial power to the Communication Sites used by First Responders. Winter weather and fires can make the access roads to these sites more dangerous or impossible so delivery of additional propane or management of the backup power isn't an option. The ability to have remote access into the system allows the Radio Network Coordinator to assess issues or monitor the system without the need to physically travel to the site.

The opportunity to fund the majority of this project using grant dollars helps to maintain and leverage reserves for ongoing maintenance and scheduled replacements as well as replacement of equipment that fails.

G. Alternatives/Options

1. Accept grant funds through FEMA and Lane County match to replace the backup power systems at Prairie and Harness Mountain Communication Sites.
2. Do not accept grant funds from FEMA and continue operating on backup generators in the event of commercial power failures at Prairie and Harness Mountain Communication Sites.

IV. RECOMMENDATION

Staff recommend Option 1; accept grant funding from FEMA and leverage Sheriff's Office reserves to meet the match requirement of the grant.

V. TIMING/IMPLEMENTATION

If approved, the Sheriff's Office will prepare and post a Request for Proposal (RFP) process to select a vendor to complete the required work. Ideally, the site work will be completed during the summer months of 2024 as conditions allow.

VI. ATTACHMENTS

Board Order

Grant Award Letter

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 24-01-23-11

In the Matter of ACCEPTING A GRANT
FROM THE UNITED STATES
DEPARTMENT OF HOMELAND
SECURITY'S FEDERAL EMERGENCY
MANAGEMENT AGENCY (FEMA) IN
THE AMOUNT OF \$270,000 FOR
COMMUNICATION SITE UPGRADES
AND DELEGATING AUTHORITY TO
THE COUNTY ADMINISTRATOR TO
EXECUTE THE GRANT AND
ASSOCIATED CONTRACTS

WHEREAS, the Lane County Sheriff's Office maintains multiple communication sites where backup power resources are necessary for continued operations in the event of commercial power failure; and

WHEREAS, the US Department of Homeland Security solicits grant applications for funding projects that support their mission for resiliency and Lane County has been awarded grant funding for this project; and

WHEREAS, the Board of County Commissioners approves all grant awards in excess of \$150,000.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. Accepts the grant from the US Department of Homeland Security in the amount of \$270,000 for upgrades to Lane County communication sites.
2. Delegates authority to the County Administrator to sign the grant documents and execute associated contracts.

ADOPTED this 23rd day of January, 2024.

Laurie Trieger, Chair
Lane County Board of Commissioners



U.S. Department of Homeland Security
FEMA Region 10
130 – 228th Street, SW
Bothell, Washington 98021-8627

FEMA

12/13/2023

Erin McMahon, Director
Oregon Department of Emergency Management
P.O. Box 14370
Salem, Oregon 97309-5062

RE: Hazard Mitigation Grant Program for DR-4599-OR
Approval of Project for 4599-11 Lane County
Prairie and Harness Communications Hybrid Power Systems Project

Dear Director McMahon,

The United States Department of Homeland Security's Federal Emergency Management Agency (FEMA) Region 10 has approved and obligated funding for Prairie and Harness Communications Hybrid Power Systems project submitted under the Hazard Mitigation Grant Program for Disaster DR-4599-OR

The communications systems at the Prairie and Harness Mountain communication sites are used by Lane County first responders and are critical infrastructure for coordinating emergency services during a hazard event. This project will fund the installation of a hybrid power system generator that will provide more than 28 days of backup power, as well as a failsafe battery run time of 48 hours if the generator should fail. Completion of this project will allow continuity of operations among first responders during a disaster.

DR-4599-11 Prairie and Harness Communications Hybrid Power Systems Project

Total Project Cost:	Federal share:	Non-Federal Share:	Management Costs
\$300,000.00	\$270,000.00	\$30,000.00	\$0.00

FEMA approved the project and obligated funds on 12/12/2023; paperwork is enclosed. The Period of Performance for DR-4599-OR is October 31, 2025.

Please note that FEMA does not specify a subaward Period of Performance; however, once the subrecipient notifies the state that a project is complete and performs the Final Site Inspection, the state must submit closeout documentation to Region 10 within 90 days. Please note this project must comply with Code of Federal Regulations Title 2, Part 200 reporting requirements at the time of closeout.

FEMA reviewed this project per the National Environmental Policy Act, related laws, and Executive Orders on 10/16/2023 A copy of the CATEX and Record Environmental Consideration is enclosed.

Director McMahon,
December 13, 2023
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Project approval is subject to compliance with the following sets of conditions attached to or enclosed with this letter:

- Environmental conditions pertinent to this project
- Standard Hazard Mitigation Grant Program administrative provisions

For further assistance, please contact the Region 10 Hazard Mitigation Assistance Branch at FEMA-R10-MIT-HMGP@fema.dhs.gov.

Sincerely,

Debera Meador
Chief, Oregon Section
HMGP Mitigation Division

cc: Stephen Richardson, Mitigation Section Leader
Anna Feigum, Oregon State Deputy Hazard Mitigation Officer

JH;dm

Standard Administrative Provisions for Hazard Mitigation Grant Program (HMGP)
FEMA Region 10 – updated September 8, 2021

- The recipient agrees that all use of funds under this subaward will be in accordance with the Hazard Mitigation Assistance Unified Guidance in effect at the time of the Disaster Declaration, relevant HMGP guidance and policy memos and directives, as well as the HMGP in Code of Federal Regulations (CFR) Title 44 Part 206.
- The recipient may receive payment in advance using the United States (U.S.) Department of Health and Human Services Payment Management System formerly known as SmartLink. The recipient may advance portions of the approved Federal share to the Subrecipient provided the recipients maintain procedures to minimize the time elapsing between the transfer of funds from the U.S. Treasury and their disbursement to the Subrecipient. Subrecipients must comply with the same payment requirement as the recipient and must comply with the requirements specified in the recipient's subaward agreement.
- The recipient shall follow regulations found in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the FEMA/State/Tribe Agreement in effect for the subject Disaster Declaration.
- The Federal Funding Accountability and Transparency Act of 2006 (2 CFR Part 170) requires recipients to report certain information about themselves and their first-tier Subrecipients for each Federal award of \$25,000 or more awarded on or after October 1, 2010.
- The recipient must obtain prior approval from Region 10 before implementing changes to the approved project Scope of Work. FEMA must approve, in advance, a change in the Scope of Work regardless of the budget implications. Transfer of funds between total direct cost categories in the approved budget shall receive the prior approval of FEMA when such cumulative transfers among those direct cost categories exceed ten percent of the total budget. The recipient must fully document cost overrun requests; the project must remain cost-effective, and funds must be available within the HMGP ceiling for said disaster.
- The recipient must notify their assigned Regional Hazard Mitigation Assistance Specialist as soon as significant developments become known, such as delays or adverse conditions, that might raise costs or delay completion, or favorable conditions allowing earlier completion or substantially lower cost (for reallocation of funding).
- The recipient shall submit the Federal Financial Report (SF-425) to Region 10 Grant Programs Division within 30 days of the end of the first Federal quarter following the Award Letter. The recipient shall submit quarterly Federal Financial Reports thereafter until the grant ends. Reports are due on January 30, April 30, July 30, and October 30. The recipient must submit a report for every quarter of the period of performance, including partial calendar quarters, as well as for periods where no grant activity occurs. Future awards and fund drawdowns withholdings may occur if these reports are delinquent.
- The recipient shall submit Quarterly Performance Reports in Excel format to the Regional Hazard Mitigation Assistant Specialist within 30 days of the end of each quarter. The Recipient shall submit Quarterly Performance Reports thereafter until the grant ends. Reports are due on January 30, April 30, July 30, and October 30. Quarterly Performance Reports shall report the name, completion status, quarterly expenditures, and payment-to-date of each approved activity/subaward award under the Grant Award.

- Unless otherwise approved by Region 10, the recipient must submit a closeout package with all financial, performance, and other reports and required documentation within **180 days** after Subrecipient's notice of completion of the project, or expiration or termination of the project/subgrant. The recipient must submit closeout documentation within the quarter following payment of the final reimbursement to the Subrecipients.
- For closeout of this project, the Governor's Authorized Representative or Tribal Authorized Representative shall send a letter of request to the Region 10 Mitigation Division Director, to close the project programmatically and financially. The letter will include the following:
 1. the date work on the project was fully completed, or for planning subawards, the date and copy of FEMA approval of the new or updated plan,
 2. the date and a copy of the recipient's final site inspection for the project,
 3. the final total project cost and Federal share, any cost underrun, or overrun, including a Final Cost Line Item budget, to enable any closeout deobligation or obligation of additional funds in National Emergency Management Information System,
 4. certification that reported costs were incurred in the performance of eligible work, and that the approved work was completed, or if not, an explanation as to the final status of the project and why the project was not completed,
 5. confirmation that the mitigation measure is in compliance with the provisions of the FEMA/State/Tribe Agreement and this approval letter,
 6. a memo from the Subrecipient addressing how each required environmental and special programmatic condition was met (including attachment of any required documentation),
 7. submittal of all required documentation relative to the specific project type, for example. acquisition/demolition, or elevation, including all necessary data to close the project in the Property Site Inventory in FEMA's Hazard Mitigation Assistance grant systems.
- By acceptance of this subaward the recipient and Subrecipient agree to abide by all laws and regulations required under the HMGP as outlined in 44 CFR 206.432 –.440, 44 CFR 80, 44 CFR 201, the Grants Management requirements contained in 44 CFR 13 and/or 2 CFR 200, and all applicable Federal, State, Tribal, or Local laws.