
P O L I C E

MEMO

City and Borough of Sitka

DEPARTMENT

To:	City Administrator Mark Gorman
From:	Chief Sheldon Schmitt
Subject:	DHS & EM Grant- ERV Replacement Motors funds approval
Date:	November 19, 2013

The Sitka Police and Fire Departments submitted a grant proposal for 2013 to the Alaska State Division of Homeland Security and Emergency Management (DHS &EM) through their State Homeland Security Program (SHSP) and their Law Enforcement Terrorism Prevention Program (LETPP). We were granted \$242,625 with five different projects funded.

ERV Project: One project funded was Equipment and Training for the Emergency Response Vessel or ERV. Specifically we were allowed \$50,000 to purchase and install two new outboard motors. See attachments for more a detailed description and photograph. The motors (and installation) will be fully funded through the Homeland Security Grant

After consultation with Homeland Security we submitted a Request for Non Competitive Procurement "Sole Source" that was approved. (See attachments) Gary's Outboard is the only Yamaha dealer in Sitka and will be able to provide service and maintenance on the outboards in the future. Gary's Outboard is the current vendor providing maintenance on the ERV motors and has knowledge of the vessel.

Recommendation: Approve the purchase and installation costs of \$49,604 for the Yamaha outboard motors from the sole source bidder Gary's Outboard in Sitka.

Alaska Division of Homeland Security and Emergency Management

Federal Fiscal Year 2013 State Homeland Security Grant Program (SHSP) Application

Application Deadline 11:59 p.m., Wednesday, August 7, 2013

Please contact Adrian Avey (adrian.avey@alaska.gov, or 907-428-7027) if you have any questions regarding this application.

Duplicate this form as necessary.

Jurisdiction:	City and Borough of Sitka	
Responsible Borough: (if applicable)	Sitka	<input checked="" type="checkbox"/> Law Enforcement Related
Amount Requested	\$140,000	<input type="checkbox"/> Alaska Shield Exercise/Travel
Project Priority <small>(Up to six (6) Investment projects may be submitted. Alaska Shield projects count as additional for a total of eight (8) projects).</small>	1- Emergency Response Vessel: Equipment and Training	<input type="checkbox"/> EHP Required <small>(EHP Screening Form may be submitted at time of application)</small>

1. Briefly explain the project, the purpose, and funding needs to support the below item description(s).

The ERV Project has a several components:

1. The first part of this project is to replace the existing outboard motors that are near the end of their life.
2. The 2nd part is a request for funding for the on-going training needs for operators.
3. The 3rd part is a request for training funds for Sitka Officers and other LE agencies on tactical boarding and other marine tactical procedures.
4. The 4th is for infrared equipment to aid in the location of people in the water or on land.

The following is an historical overview of this project:



In 2004 The City and Borough of Sitka applied for an Emergency Response Vessel (ERV) from the Homeland Security Grant Program to provide port security, fire suppression, medical, hazmat, oil spill, search and rescue, dive, and law enforcement responses within its jurisdiction. This request was granted and an Emergency Response Vessel was purchased from SAFE Boat International and was delivered to Sitka in May, 2006. An Operations and Policy Manual was written and approved for the Marine Patrol program including all operations of the Emergency Response Vessel. Operators were

selected from within the Sitka Police Department and completed the Marine Law Enforcement Operators course at the Federal Law Enforcement Training Center (FLETC). In the ensuing years additional vessel operators have been selected and trained in the Marine LEO course at FLETC.

The ERV program has been very successful and is a significant asset to the City and to the citizens of Sitka. The ERV has been deployed hundreds of times for a broad range of missions. Missions include Law Enforcement, Search and Rescue, Fire and Emergency Medical Services, Dive Rescue, as well as being used to support other City Departments such as Electric and Public Works. The ERV has also been deployed numerous times in support of the US Coast Guard, The Alaska State Troopers, The US Forest Service and other Law Enforcement agencies.

In this grant application we are requesting funds as a continuation to previous DHS &EM grants to the City and Borough of Sitka. (It should be noted that the ongoing operational and maintenance expenses are part of the Sitka Police budget.) Funds are needed to refit the Emergency Response Vessel, and to train personnel to fulfill the mission.

The funding request is as follows:

1. The outboard motors (2) are near the end of their life and need to be replaced. We do not have the money in existing budgets for the replacement of the motors. The replacement of the outboard motors is critical to the continuation of the ERV project. The cost estimate includes installation.
2. Operator Training: It is essential to have the operators trained to a high level. The Federal Law Enforcement Training Center has a Marine LE Operator Course that is used by the Alaska State Troopers. This FLETC course has met our needs in the past for a high training standard for the boat operators.
3. Tactical Boarding Training: The ERV is used by multiple LE agencies and it is not unusual for a mixture of officers from various LE agencies to be involved in any given mission. It is very utilitarian to engage in multi-agency tactical boarding and other related tactical training. We did this once in the past and were very pleased with the cross agency training and team building that resulted. Given the turnover in all the various agencies, it is important to refresh this training periodically. (The listed cost of this training is likely an over estimation; the feeling is that we could save some of the costs in housing and other areas.)
4. Imaging Equipment: The last thing we are requesting for this project is a simple but important piece of equipment. It is an infrared imaging device (FLIR) that can effectively used to locate people in the water or on land by their heat signature. This is useful not just for Search and Rescue operations but also has Law Enforcement applications.

Summary:

Equipment

(2) 300 Yamaha Outboard Motors to replace existing outboards - \$25,000 per unit including installation

(1) Infra Red (FLIR) Imaging Device - \$2,000

Training

Federal Law Enforcement Training Center (FLETC) Marine LEO Training Program for two Officers.

\$9,647 x 2 \$19,418 (\$19,500)

On site Multi-Agency Tactical Boarding training - \$68,500 estimate

2. Select one primary goal for this request.

Goal 3: Strengthen Whole Community Planning and Preparedness

3. Choose the budget category(ies) and put an "X" in the box in the left column. Insert the amount of funds requested for each budget category(ies) and the total amount of funds requested for the project.

Category	Funding Request
<input type="checkbox"/> Planning	\$
<input checked="" type="checkbox"/> Equipment	\$52,000
<input type="checkbox"/> Exercise (includes Exercise Travel)	\$
<input checked="" type="checkbox"/> Training	\$88,000
Total Project Funds	\$140,000

4. Please provide a description for each project component, and for equipment, please provide the authorized equipment list (AEL) number for each piece of equipment. The AEL number can be found at www.rkb.us.

Use this section to itemize expenses for all projects. Not applicable columns for non-equipment projects can be left blank.

Description	AEL #	Qty	Unit Cost	Cost Total	Discipline
Boat Outboard Motors	17WC-00-BOAT	2	\$25,000		Law Enforcement
Thermal Imaging Device	04MD-01-IREC	1	\$2,000		Law Enforcement
					Choose an item.
					Choose an item.
					Choose an item.
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					Choose an item.
					Choose an item.
					Choose an item.

5. Select one primary objective for this request.

4B. Strengthen regional capabilities through joint preparedness activities and expand citizen capabilities and preparedness through community, school, and private sector/business outreach.

Project Applications and Cover Sheet must submitted electronically, (in PDF format with complete signatures), or by mail, or fax, to:

Division of Homeland Security and Emergency Management
Attn: Homeland Security Grants Administrator
PO Box 5750
JBER, Alaska 99505-5750

Email: mva.grants@alaska.gov

Fax: (907) 428-7009

Phone: (907) 428-7000 or 1-800-478-2337

Project Budget Details Report

2013 Homeland Security Grant Program / SHSP

Sitka, City and Borough

Reported Category = . Reported Revision = 0 of 0.

PBD#	Expense Category	Solution Area	Discipline	Qty	Budgeted Cost	PBD# Amt Spent	PBD# Balance
1	Equipment	Other	LE				
EHP					Federal	\$52,000.00	\$52,000.00
<input type="checkbox"/> EHP Item: ERV Equipment					Description: Purchase outboard motors and thermal imaging device for the Emergency Response Vessel		

2	Equipment	Other	LE				
EHP					Federal	\$50,275.00	\$50,275.00
<input type="checkbox"/> EHP Item: Finger Print Imager System					Description: Purchase Live Scan Fingerprint system		

3	Equipment	Interop. Commun	LE				
EHP					Federal	\$93,200.00	\$93,200.00
<input type="checkbox"/> EHP Item: Radios and Repeaters					Description: Purchase mobile and portable radios and in-car repeaters for police units; and body wire, transmitter and surveillance for investigators.		

4	Training	Course: Dev, Del, Eval	LE				
EHP					Federal	\$20,000.00	\$20,000.00
<input type="checkbox"/> EHP Item: Active Shooter Training Tuition & Fees					Description: Costs for delivering an Active Shooter training session to law enforcement response personnel		

5	Equipment	Detect. Equip	HZ				
EHP					Federal	\$7,650.00	\$7,650.00
<input type="checkbox"/> EHP Item: Detection equipment					Description: Purchase ammonia detection meters with testing kits		

Project Budget Details Report

2013 Homeland Security Grant Program / SHSP

Sitka, City and Borough

Reported Category = . Reported Revision = 0 of 0.

PBD#	Expense Category	Solution Area	Discipline	Qty	Budgeted Cost	PBD# Amt Spent	PBD# Balance
6	Training	Course: Dev,Del,Eval	LE				
	EHP	Item:					
	<input type="checkbox"/> EHP	Tactical Boarding Training					
	Description	Tactical Boarding Training					
					\$19,500.00		\$19,500.00

Adjusted Grant Award

State	
Federal	\$242,625.00

Total Budgeted Allocated (Fed & State)
\$242,625.00

PBD Total Allocations:

State	
Federal	\$242,625.00

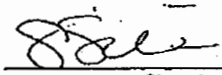
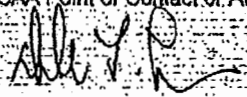
Total Expenses: State

Summary Balance: State

Federal \$242,625.00

PBD Non-Budgeted Funds: \$0.00

REQUEST FOR NONCOMPETITIVE PROCUREMENT

1. Total Estimated Cost \$49,604.00	2. Requesting Jurisdiction City & Borough of Sitka	3. Grant Program Homeland Security Grant																
4. If Single Source, Vendor Name, Address, and Phone Gary's Outboard 224 B Smith Street Sitka, AK 99835 907-747-9399	5. Date Required	6. Requesting Jurisdiction Address 304 Lake Street, Suite 102 Sitka, AK 99835																
	7. Project Manager's Name Sheldon Schmitt	Phone (907) 747-3349																
8. Type of request for exemption from competitive solicitation requirements A. <input checked="" type="checkbox"/> Single Source B. <input checked="" type="checkbox"/> Inadequate competition C. <input type="checkbox"/> Emergency D. <input type="checkbox"/> Federal noncompetitive authorization (Over \$100,000)																		
9. Explanation: Explanations of exemptions under A, B, or C must contain findings of fact. Evidence must be included, consisting of material facts, sufficient to independently determine that the findings of fact listed are true and accurate. Factual evidence may consist of written documents, records, supporting data, affidavits, or other information proving that the findings of fact are true and accurate. Itemized listings of findings of fact and material factual evidence should be included or attached. Emergency Response Vessel Equipment request to replace existing outboard motors consists of removal of old motors and replacing with the following items: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">2 Yamaha 300HP Motors</td> <td>1 Hydraulic cylinder</td> </tr> <tr> <td>1 Duel Electronic Control</td> <td>1 Tie Bar Kit</td> </tr> <tr> <td>1 Duel Switch Panel</td> <td>1 Hydraulic Helm</td> </tr> <tr> <td>2 DEC Main Harness</td> <td>1 Hydraulic Hose Kit</td> </tr> <tr> <td>2 DEC Link Harness</td> <td>2 Solid Engine Grommet</td> </tr> <tr> <td>1 DEC Twin Engine rigging kit</td> <td>10 Rigging Tube</td> </tr> <tr> <td>5 Pigtail Harness</td> <td>2 Transom Grommet</td> </tr> <tr> <td>1 Saltwater Series II RH</td> <td>1 Saltwater Series II LH</td> </tr> </table> Gary's Outboard is the only Yamaha dealer in Sitka and will be able to provide service and maintenance on the outboards in the future. Gary's Outboard is the current vendor providing maintenance on the ERV motors and has knowledge of the vessel. <div style="text-align: right;"><i>(For continuation, continue on back)</i></div>			2 Yamaha 300HP Motors	1 Hydraulic cylinder	1 Duel Electronic Control	1 Tie Bar Kit	1 Duel Switch Panel	1 Hydraulic Helm	2 DEC Main Harness	1 Hydraulic Hose Kit	2 DEC Link Harness	2 Solid Engine Grommet	1 DEC Twin Engine rigging kit	10 Rigging Tube	5 Pigtail Harness	2 Transom Grommet	1 Saltwater Series II RH	1 Saltwater Series II LH
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1 Saltwater Series II RH	1 Saltwater Series II LH																	
10. Jurisdiction Signatory Authority or Authorized Representative Name and Title (typed or printed) Sheldon Schmitt Police Chief	I certify to the best of my knowledge and belief, that all the information on this request, including any attachment, is true and accurate. <div style="text-align: center;">  _____ Signature </div> <div style="text-align: right;"> 10/23/13 _____ Date </div>																	
DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT																		
11. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		<input type="checkbox"/> Returned for Further Justification Date (See back)																
12. SAA Point of Contact or Authorized Representative 		Date 10/28/13																

