CA 097616

SHELBY COUNTY BOARD OF COMMISSIONERS
AGENDA ROUTE SHEET

Referred to Commission Committee 4-Law Enforcement, Fire, Corrections & Courts

For Commission Action on March 16, 2009

DESCRIPTION OF ITEM: A RESOLUTION APPROVING A SUB-AWARD TO THE CITY OF MEMPHIS ON BEHALF OF THE SHELBY COUNTY GOVERNMENT, OFFICE OF PREPAREDNESS IN THE AMOUNT OF $258,145.00 IN ACCORDANCE WITH THE 2007 METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT FUNDS, AND THIS ITEM REQUIRES THE EXPENDITURE OF PASS THROUGH FUNDS IN THE AMOUNT OF $258,145.00 UNDER THE U.S. DEPARTMENT OF HOMELAND SECURITY GRANT PROGRAMS. SPONSORED BY COMMISSIONER SIDNEY CHISM.

CHECK ALL THAT APPLY BELOW:

_____ This Action does NOT require expenditure of funds.

__X____ This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: $_____; County CIP Funds $_____

State Grant Funds: $_____; State Gas Tax Funds: $_____

Federal Grant Funds: $258,145.00

Other funds (Specify source and amount): $_____

Other pass-thru funds (Specify source and amount): $ _____

Originating Department: **Office of Preparedness**

APPROVAL:

Dept. Head:	Robert Nations Jr. 901-515-2601 (Print your name & phone #)	BN (Initials)	03/04/09 (Date)
Elected Official:	(Print your name & phone #.)	(Initials)	(Date)
Division Director:	Grace Hutchinson 901-545-4429 (Print your name & phone #)	(Initials)	3/4/2009 (Date)
CIP – A&F Director:	(Print your name & phone #.)	(Initials)	(Date)
Finance Dept.:	Mike Swift 901-545-4269 (Print your name & phone #)	(Initials)	3/5/09 (Date)
County Attorney:	Lisa Kelly 901-545-4363 (Print your name & phone #)	LK (Initials)	3/4/09 (Date)
CAO/Mayor:	James F. Huntzicker 901-545-4514 (Print your name & phone #)	(Initials)	3/4/09 (Date)

SUMMARY SHEET

I. Description of Item:

This resolution is to approve a sub-award agreement between Shelby County Government and the City of Memphis to expend the 2007 MMRS grant funds.

II. Source and Amount of Funding:

The Military Department of Tennessee, and the Tennessee Emergency Management Agency provide grant funds in the amount of $258,145.00 for the provisions of pass-through funding to pay for equipment, planning, training, and exercises associated with the implementation of the overall 2007 Homeland Security Grant Program.

III. Contract Items

Type of Contract – Cooperative Agreement

IV. Additional Relevant Information:

1. Shelby County Government shall reimburse the City of Memphis on a monthly basis following receipt of the City of Memphis invoices for allowable costs incurred, subject to the limits of the Budget set forth in the attached Sub-award Agreement which is attached hereto and fully incorporated herein by reference as if stated verbatim.

2. Shelby County Government shall not be liable for any expenses incurred by the City of Memphis in excess of those stipulated in each budget category contained in the Sub-award Agreement, except as said Proposal and Budget may be revised as provided otherwise within this Sub-grant Agreement.

3. In no event shall the Shelby County Government's liability under this Sub-grant Agreement exceed $258,145.00.

4. Compensation to the City of Memphis for travel, meals, and/or lodging within the Scope of Services of this Sub-Grant Agreement shall be in the amount of actual costs to the City of Memphis, subject to the maximum amounts and all limitations specified in the City of Memphis travel policy, as said policy may from time to time be amended.

Administration recommends approval of this resolution.

ITEM NO: _____ PREPARED BY: Patrina Chambers

APPROVED BY: _____

DESCRIPTION OF ITEM: A RESOLUTION APPROVING A SUB-AWARD TO THE CITY OF MEMPHIS ON BEHALF OF THE SHELBY COUNTY GOVERNMENT, OFFICE OF PREPAREDNESS IN THE AMOUNT OF $258,145.00 IN ACCORDANCE WITH THE 2007 METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT FUNDS, AND THIS ITEM REQUIRES THE EXPENDITURE OF PASS THROUGH FUNDS IN THE AMOUNT OF $258,145.00 UNDER THE U.S. DEPARTMENT OF HOMELAND SECURITY GRANT PROGRAMS. SPONSORED BY COMMISSIONER SIDNEY CHISM.

WHEREAS, The Shelby County Government, Office of Preparedness has been awarded $258,145.00 from the Military Department of Tennessee and the Tennessee Emergency Management Agency to support local preparedness efforts to respond to all hazards mass casualty incidents, including epidemic disease outbreaks, natural disasters, large-scale hazardous material incidents and other emergency service as are essential to residents of our county and the entire region; and

WHEREAS, The Shelby County Government, Office of Preparedness is serving as the coordinator of the MMRS grant program; and

WHEREAS, The Shelby County Government, Office of Preparedness desires to enter into a sub-award agreement with the City of Memphis to conduct a segment of the grant program.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE, That the sub-award agreement with the City of Memphis is hereby approved.

BE IT FURTHER RESOLVED, That the FY 2009 Shelby County Operating Budget is hereby amended and funds appropriated per Exhibit A, which is attached hereto and incorporated hereinto by reference.

BE IT FURTHER RESOLVED, That the County Mayor be and is hereby authorized to execute said sub-award agreement, an executed copy of which shall be placed on file in the Purchasing Department.

BE IT FURTHER RESOLVED, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants in amount not to exceed $258,145.00 for purposes contained in this resolution and to take proper credit in their accounting therefore.

BE IT FURTHER RESOLVED, That this Resolution shall take effect from and after the date it shall have been enacted according to due process of law, the public welfare requiring it.

_____
A C Wharton, Jr.
COUNTY MAYOR

Date: _____

ATTEST:

_____
CLERK OF COUNTY COMMISSION

ADOPTED: _____

Exhibit A
Shelby County Department of Office of Preparedness
Fiscal Year 2009 Metropolitan Medical Response System Grant
Fund 461-200313

Account Name	Account Number	Present Budget	Budget Adjustment	Adjusted Budget
Federal Through State Grant Revenue	4331	-	(258,145)	(258,145)
Outside Contracts	6637	-	258,145	258,145
Net Change in Fund Balance		-	-	-

CONTRACT NO. CA

CONTRACT AND ENCUMBRANCE INFORMATION SHEET

AN ORIGINAL AND 1 COPY OF THIS FORM MUST BE SUBMITTED

THIS SHEET MUST BE COMPLETED, SIGNED BY THE DEPARTMENT HEAD AND DIVISION DIRECTOR AND ATTACHED TO ALL CONTRACT AND RESOLUTION PACKETS BEFORE ANY ACTION WILL BE TAKEN.

1. Department Requesting Services: Office of Preparedness

2. Preparer's Name, Telephone #, and E-Mail Address:
   Patrina Chambers 901-379-7019 patrina.chambers@shelbycountytn.gov

3. DESCRIPTION OF ITEM TO BE PURCHASED, BUILT, OR SERVICE TO BE PROVIDED:
   Sub-Award to City of Memphis for MMRS grant.

4. NAME, ADDRESS, VENDOR NUMBER, AND EOC NUMBER OF VENDOR/CONSULTANT/AGENCY WITH WHICH SHELBY COUNTY WILL BE CONTRACTING:
   City of Memphis-Fire Services
   65 S. Front Street
   Memphis, TN 38103
   VENDOR NO. 14650
   EOC NO.

5. COST OF ITEM OR SERVICE REQUESTED: $258,145.00

6. TERM OF PROPOSED CONTRACT/AGREEMENT:

7. FUND, ORG, AND ACCOUNT NUMBER (13 DIGITS) **FOR MULTIPLE ACCOUNTS, PLEASE SPECIFY DOLLAR AMOUNT FOR EACH**
   461-200313-6637

8. COMMODITY CODE:

9. VENDOR/CONSULTANT/AGENCY SELECTED BY (CHECK ONE):
   PLEASE ATTACH APPROVAL DOCUMENTS
   a. ☐ Bid/RFP Process - # & Date
   b. ☐ Emergency/Sole Source

10. LOSB/MBE INFORMATION: Please check the appropriate description
    ☐ MBE (MINORITY OWNED BUSINESS ENTERPRISE)
    ☐ MALE ☐ FEMALE
    ☐ WBE (WOMEN OWNED BUSINESS ENTERPRISE)
    ☐ LOSB (LOCALLY OWNED SMALL BUSINESS)
    ANNUAL SALES DOES NOT EXCEED $3 MILLION
    ☐ N/A

11. SPECIAL INSRUCTIONS (ROUTING, FUNDING, BUDGET TRANSFER IN PROCESS)

REVIEWED AND APPROVED BY:

[signature] 03/02/09
DEPARTMENT HEAD DATE

[signature] 3/5/09
DIVISION DIRECTOR DATE

ELECTED OFFICIAL

RECEIVED
2009 MAR -2 PM 4:24
COMMODITY ADMINISTRATION

EXHIBIT A

POINT OF CONTACT (POC)
URBAN AREA SECURITY INITIATIVE(UASI)

The following person is designated to represent your organization as the POC and is hereby duly authorized to fulfill the terms of the Cooperative Agreement during the performance period of the grant on behalf of the *Subgrantee.*

Name: Jim Logan (POC) Title: Lieutenant

Organization Name: City of Memphis Fire Department

Mailing Address: 4341 OK Robertson Rd

City: Memphis, TN Zip Code 38127

Telephone Number: (901) 354-6718 Fax Number: (901) 358-9217

Cellular Number: (901) 569-7012 Pager Number: ( ) _____

Email Address: jim.logan@memphistn.gov

Signed: James H. Logan Date 1-9-09

Exhibit B

Fiscal Year 2007 Equipment Detail Worksheet and Impact Table

Jurisdiction: Memphis/Shelby County MMRS
Award Amount: $ 258,145.00
Per 2007 HSGP Grant Guidance – Page 41
G.2 -- MMRS

In States with MMRS jurisdictions, SAAs should pass 100 percent of the MMRS program funding allocation to their MMRS jurisdiction(s). For MMRS jurisdictions within multiple States, each SAA involved should pass-through 100 percent of the funding to the designated fiduciary/coordinating entity. However, States may retain up to 20 percent of the MMRS program funding allocation to facilitate strategy assessment and capability integration between the State and the MMRS jurisdictions. Any funds retained by the State must be documented in a written agreement between the SAA and Chair of the involved MMRS Steering Committee(s).

Category	AEL Paragraph & Line # (www.rkb.mipt.org/mel.cfm?subtypeid=549)	Item	QTY	Total Cost	Items to Each Discipline	Allocation to each Discipline(s) **
Personal Protective Equipment (PPE)	**AEL/SEL Number:** 01ZA-01-06 01ZP-00	**Description:** PPE Accessories and Mics for Regional Ambulance Strike Teams for Triage and Pre hospital Treament	1ea	$12,500.00	1 EMS	$12,500.00
Shelter Systems (SS)	**AEL/SEL Number** 19-SS-00SHEL	**Description:** Shelter System for Medical Mass Surge	1ea	$30,000.00	1HC	$30,000.00
Mortuary Operations (MO)	**AEL/SEL Number:** 09MO-01 and 09MO-02	**Description:** Autopsy Tools and Supplies/Store and transport items for Fatality Management	1ea	$50,000.00	1- FM	FM $50,000.00
CBRNE Incident Response Vehicle (IRV)	**AEL / SEL Number:** 12TR-00-TEQP **Title:** Trailer, Equipment	**Description:** Trailer for transport of equipment to the incident site.	1	$25,000.00	1-FS,EMS Shelby County Fire Dept.	FS, EMS $25,000.00

Medical Supplies and Limited Types of Pharmaceuticals (MSLTP)	**AEL / SEL Number:** 09ME-01-07 **Title: Medical Equipment** **AEL / SEL Number:** 09PH-01-07 **Title: Pharmaceuticals** **AEL / SEL Number:** 09MS-01-09 **Title: Medical Supplies**	**Description:** 1. Approved equipment and pharmaceutics to sustain current MMRS Cache located within the Memphis/Shelby County Jurisdiction. 2. Medical Equipment to supply and support CBRNE and natural occurring Incident.- Trailers and Regional Ambulance Strike Teams . 3. Approved Medical Supplies for operational aspects of CBRNE and Medical Incident- Trailers and Ambulance Strike Teams		$52,500.00	1. HC- Approved Pharmaceuticals 2.FS, EMS, HC Approved Medical Equipment to support CBRNE and natural occurring Incident 3. FS, EMS HC Approved Medical Supplies to support CBRNE or natural occurring Incident	HC, FS, EMS, $17,500.00
Other Authorized Equipment (OTHER)	**AEL / SEL Number:** 04AP-07-INVN **Title:** Software, Equipment Tracking and Inventory	**Description:** Application software for tracking of tangible equipment, including location and person(s)/organization(s).	1	$21,145.00	1	PH,HC,FS,EMS $21,145.00
Allocation Totals -- Must equal Award amount						
		Sub – TOTAL	**$191,145.00**			

Fiscal Year 2007 Planning Budget Detail Worksheet

Jurisdiction: Memphis/Shelby County Metropolitan Medical Response System

Training/Education Total: $67,000.00

Training Budget Category	AEL Paragraph & Line # (www.rkb.mipt.org/mel.cfm?subtypeid=549)	Item	Amount
	AEL/SEL Number 21GN-00-TRNG **Per 2007HSGP Grant Guidance – Page 28** Allowable training-related costs under HSGP include the establishment, support, conduct, and attendance of training specifically identified under the SHSP, UASI, LETPP, MMRS, and CCP grant programs. Allowable training topics include, but are not limited to, CBRNE terrorism and catastrophic events, cyber/agriculture/food security, intelligence gathering and analysis, citizen and community preparedness, and training for volunteers.	Several Offerings	PH, FS, FM, EMS, HC, LE $57,000.00
Sub-Total:			**$ 57,000.00**
Travel and Conference Expense			PH, FS, FM, EMS, HC, LE **$10,000.00**
Sub-Total			**$67,000.00**
Total :			**$258,145.00**

SHELBY COUNTY GOVERNMENT
AND
MAYOR AC WHARTON, Jr.

METROPOLITIAN MEDICAL RESPONSE SYSTEM (MMRS) COOPERATIVE AGREEMENT

Between

THE CITY OF MEMPHIS

AND

SHELBY COUNTY GOVERNMENT OFFICE OF PREPAREDNESS