Criminal Justice & Public Safety Committee
Warren County Office of Emergency Services
AGENDA
October 22, 2019

Committee Members: LEGGETT, Geraghty, Simpson, Wild, Magowan, Sokol, Hogan, Braymer, Driscoll, Merlino, Vacant

I. Committee meeting called to order by Chairman

II. Motion to approve minutes of prior committee meeting

III. Action Agenda/New Business

1. **Request:** Resolution request for a new contract with Capital Digitronics for vehicle equipment installation services.
   Rationale: Resolution needed to provide OES with vehicle equipment installation services in an amount not to exceed $5,000 per year. Payment provisions will be upon completion of services and will be paid from G/L Accounts A.3410 Fire Prevention & Control, A.3640 Civil Defense and A.4022 Emergency Medical Services.
2. **Request:** Resolution request to extend the existing contract with the Glens Falls Fire Department for fire investigation services.
   Rationale: This is an annual contract that needs to be extended for the provision of fire cause and origin services for the period January 1-December 31, 2020. The hourly rate is $175/hour with a four (4) hour minimum and funding is available in the 2020 budget request within G/L code A.3410 470 Fire Prevention & Control – Contract.
3. **Request:** Resolution request to apply for the FY2019 Pre-Disaster Mitigation (PDM) Program in an amount not to exceed $150,000.
   Rationale: This is a 75% reimbursable grant up to $112,500 with $37,500 of in-kind match.
4. **Request:** Resolution request to increase Capital Project H.358.9550 280 Hazard Mitigation Grant Program-Projects in the amount of $150,000; H.358.9550 4308 Hazard Mitigation Grant Program-Hazard Mitigation in the amount of $112,500; and H.358.9550 2791 Hazard Mitigation Grant Program-In Kind Contributions in the amount of $37,500.
   Rationale: Resolution needed to increase this capital project to accommodate the FY2019 Pre-Disaster Mitigation Program which will provide funding for updates to the Warren County Multi-Jurisdictional Hazard Mitigation Plan.

IV. Referral/Pending Items

V. Information for Discussion/Review

VI. Privilege of the Floor to discuss any additional items to come before the Committee

VII. Motion to adjourn

Attachments

#1 Request for New Contract
#2 Request for Extending, Rescinding or Amending Existing Contract
#3 Request to Apply for a Grant Application and Grant Agreement
#4 Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: **Office of Emergency Services**

DATE: **October 22, 2019**

(a) Is this a Result of a Bid or Request for Proposal?

No

(b) Purpose of Contract:
To provide equipment installation services for the Office of Emergency Services

(c) Name of Contractor:

Capital Digitronics, Inc.

(d) Address of Contractor: **264 Bradford Street**
Albany, NY 12206

(e) Contractor's Contact Person and Telephone Number:

Tom McCabe 518-449-3366

(f) Has or will the Contract be provided, if so, please attach:

To be provided

(g) Commencement Date of Contract:

January 1, 2020

(h) Termination Date of Contract:

December 31, 2020 with the possibility of two annual extensions

(i) Payment Provisions:
i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **$5,000 per year**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Upon completion of services

(j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount:

Various OES equipment installation budget codes

Sample: A.1010 470 Legislative Board – Contract $xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations $xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: October 22, 2019

(a) Purpose of Contract Change:
Contract extension

(b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:

408 of 2006, 653 of 2010 & 93 of 2017

(c) Name of Contractor:
Glens Falls Fire Department

(d) Address of Contractor: **134 Ridge Street, Glens Falls, NY 12801**

(e) Contractor's Contact Person and Telephone Number:
Chief James Schrammel 518-761-3822

(f) Commencement Date of Extension: **January 1, 2020**

(g) Termination Date of Extension: **December 31, 2020**

(h) Payment Provisions:
i) lump sum amount
ii) hourly rate amount **$175/hour - 4 hour minimum**
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Upon completion and receipt of investigation report

(i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:

A.3410 470 - Fire Prevention & Control, Contract

Sample: A.1010 470 Legislative Board – Contract $xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations $xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: October 22, 2019

(a) Purpose of Grant:
Pre-Disaster Mitigation (PDM) Program

(b) Name of Grantor:

NYS Division of Homeland Security and Emergency Services

(c) Address of Contractor: **1220 Washington Ave.**
Building 22, Suite 101
Albany, NY 12226

(d) Grantor's Contact Person and Telephone Number:

Debra Dunbrook 518-292-2290 or Harry Bartik 518-292-2376

(e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach?

(f) Effective Date of Grant: **To be determined**

(g) Termination Date of Grant: **To be determined**

(h) Total Dollar Amount Involved (not to exceed): **$150,000**

(i) Deadline to Submit Grant Application and/or Grant Agreement:
December 4, 2019

(j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.

(k) Are the funds to go into a Capital Project or Capital Reserve Project? **Yes** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

(i) Is a Local Share Required? **Yes** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

Various Budget Codes

Sample: A.1010 470 Legislative Board – Contract $xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations $xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 9

*Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project**

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Office of Emergency Services

DATE: October 22, 2019

(a) Exact Title and Number of Project*:
H.358.9550 280 Hazard Mitigation Grant Program - Projects

(b) Is this a Capital Project?
Yes

(c) Is this a Capital Reserve Project?

(d) Amount of Increase (if applicable):
$150,000

(e) Amount of Decrease (if applicable):

(f) Source of Funding (if Increase) (including name & title of codes, etc.):
H.358.9550 4308 Hazard Mitigation & H.358.9550 2791 In Kind Contrib

(g) Changes in Funding (if Amendment):

(h) Purpose of Increase or Decrease or Amendment:

To increase H.358.9550 280 Hazard Mitigation Grant Program-Projects to accommodate the FY2019 Pre-Disaster Mitigation Program in the amount of $150,000.

To increase H.358.9550 4308 Hazard Mitigation Grant Program-Hazard Mitigation in the amount of $112,500 and H.358.9550 2791 Hazard Mitigation Grant Program-In Kind Contributions in the amount of $37,500.

NEW YORK STATE | Homeland Security and Emergency Services

ANDREW M. CUOMO
Governor

PATRICK A. MURPHY
Commissioner

NYS Division of Homeland Security and Emergency Services

FY 2019 UNIFIED HAZARD MITIGATION PROGRAM

FUNDS AVAILABLE: **Pre-Disaster Mitigation (PDM) Program and Flood Mitigation Assistance (FMA) Program**

ACTIVITIES: **Creating/Updating Hazard Mitigation Plans & Implementing Hazard Mitigation Projects**

The New York State Division of Homeland Security and Emergency Services (DHSES) is pleased to announce that funding is available under FEMA's FY 2019 Unified Hazard Mitigation Assistance (HMA) Program for qualified subapplicants in all 50 States, the District of Columbia, all Federally-recognized Tribal governments, and 5 U.S. Territories.

These programs are available to local and state government authorities and agencies and Federally-recognized Tribal governments. Individuals, businesses, private colleges and universities, and private non-profits are not eligible PDM or FMA subapplicants.

The Unified Hazard Mitigation Assistance (HMA) Program consolidates the deadlines and procedures for FEMA's annual mitigation grant programs not tied to a State's Presidential disaster declaration. Traditionally, the demand for national Pre-Disaster Mitigation and Flood Mitigation Assistance far exceeds available funding, and subapplications for well-planned, shovel-ready projects are the most competitive.

For further information on these grant programs and to submit a Letter of Intent (LOI), please visit our website at: www.dhses.ny.gov/recovery/.

LOIs are due to our office by 5:00 pm, October 15, 2019. Please submit:

Electronically to: OEM.hazmit@dhses.ny.gov, or

Delivery service to: NYS DHSES Hazard Mitigation
1220 Washington Avenue
Building 7A, Floor 4
Albany, NY 12242

Subapplicants who submit LOIs that meet eligibility requirements will be notified to continue the subapplication process.

Completed subapplications will be due to DHSES by December 4, 2019.

The Pre-Disaster Mitigation Grant Program (PDM) reduces overall risk to people and structures from future events and decreases reliance on Federal funding in future disasters. For FY 2019, $250 million will be available among 50 States, Washington, DC, and 5 U.S. Territories; $20 million will be set aside for Federally-recognized Native American Tribal applicants. Federal funding is available for up to 75% of eligible activity costs, with small, impoverished communities[1] eligible for up to a 90% Federal cost share. The remaining eligible activity costs must be derived from non-Federal sources.

PDM project funding categories:

Application Type	Federal Share Funding	# of Subapplications Allowable for FY19
Advance Assistance	Up to $200,000 total	No limit
Resilient Infrastructure	Up to $10 million total	1
Projects	Up to $4 million per project	9

PDM planning funding categories:

Planning Grants will be processed under the PDM program for multi-county or county-wide mitigation planning initiatives that meet DHSES's 2017 hazard mitigation planning standards. Subapplicants whose plans will expire before December 2022 are encouraged to apply for grants to update their plans. FEMA and DHSES have established funding caps for plans that protect:

Population Protection	Federal Share Funding	# of Subapplications Allowable for FY19
Up to 100,000 residents	Up to $112,500 per plan	No Limit
Up to 500,000 residents	Up to $225,000 per plan	No Limit
More than 500,000 residents	Up to $300,000 per plan	No Limit

For more details on PDM project and planning grants see FEMA's 2019 PDM Fact Sheet and Notice of Funding Opportunity at: https://www.fema.gov/media-library/assets/documents/182171.

The Flood Mitigation Assistance Program (FMA) provides funds to States, Territories, federally-recognized tribes and communities for projects and plans that reduce or eliminate long-term risk of flood damage to structures insured under the National Flood Insurance Program (NFIP). The FMA Grant Program strengthens national preparedness and resilience and supports the mitigation mission and is focused on mitigating Repetitive Loss (RL) properties and Severe Repetitive Loss (SRL) properties. For 2019, $160 million will be available among 50 States, Washington, DC, and 5 U.S. Territories. FMA funding is available for up to 75% of the eligible activity costs, with 90% and 100% Federal cost share available in certain circumstances.[2] The remaining eligible activity costs must be derived from non-Federal sources.

FMA project funding categories:

Application Type	Federal Share Funding	# of Subapplications Allowable for FY19
Community Flood Mitigation -Advance Assistance	Up to $200,000 total	No Limit
Community Flood Mitigation - Projects	Up to $10 million total	No Limit

For more details on project and planning grants see FEMA's 2019 FMA Fact Sheet and Notice of Funding Opportunity at: https://www.fema.gov/media-library/assets/documents/182169.

[1] 44 CFR 201.2 - Definitions

[2] FEMA may contribute up to 90% Federal cost share for **Repetitive Loss (RL) properties.** FEMA may contribute up to 100% Federal cost share for a **Severe Repetitive Loss (SRL) properties.**

Additional Guidance Documents for PDM and FMA can be found on DHSES's website www.dhses.ny.gov/recovery/:

- FEMA's 2015 Hazard Mitigation Assistance (HMA) Unified Guidance: www.dhses.ny.gov/recovery/mitigation/documents/FY-2015-HMA-Unified-Guide.pdf;
- FEMA's 2015 Hazard Mitigation Assistance (HMA) Unified Guidance addendum at: www.dhses.ny.gov/recovery/mitigation/documents/FY-2015-Addendum-HMA-Unified-Guide.pdf;
- DHSES's 2017 Hazard Mitigation Planning Standards at: http://www.dhses.ny.gov/recovery/mitigation/documents/2017-NYS-Mitigation-Planning-Standards.pdf; DHSES's 2017 Hazard mitigation Planning Standards Guide at: http://www.dhses.ny.gov/recovery/mitigation/documents/2017-NYS-Mitigation-Planning-Standards-Guide.pdf.