

# Bay Area UASI

## 2019 Compliance Requirements

*September 15, 2018*





# REQUIRED FORMS- EHPs

Use this: <http://beta.fema.gov/authorized-equipment-list>

Found in: FEMA Related Grant Programs

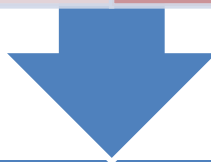
Possible EHP



Is Equipment Portable?

If Yes- NO EHP required

If No- EHP IS required



Training/Exercise EHPs- Classroom or Field Based

Classroom based- NO

Field based- YES



# EHP Requirements

State approval  
required first!

Project Lead  
works with  
jurisdiction

Form can be filled  
out electronically

Brief, clear  
project  
description

Include quantities  
of items and total  
cost

Physical location  
of training or  
installation

Provide aerial and  
ground level  
photos



# Aircraft and Watercraft Forms

Buying an aircraft or something that attaches to an aircraft?

- There's a Cal OES form for that.

Buying a watercraft or something that attaches to a watercraft?

- There's a Cal OES form for that, too.



# Aircraft and Watercraft Forms

State approval  
required first!

Assist Project  
Leads in  
preparation

Provide a clear  
justification of  
need

Describe how  
equipment will be  
used

Identify UASI  
Goals/Objectives

How will  
watercraft be  
used

Provide  
certification on  
agency letterhead



# EOC Request Forms

State approval  
required first!

Assist Project  
Leads in  
preparation

Describe how  
EOC improves  
the organization

Identify other  
sources of  
funding

Provide  
equipment  
list/costs

Explain "other"  
items

Are costs  
reasonable?



# EOC Request Forms

State approval  
required first!

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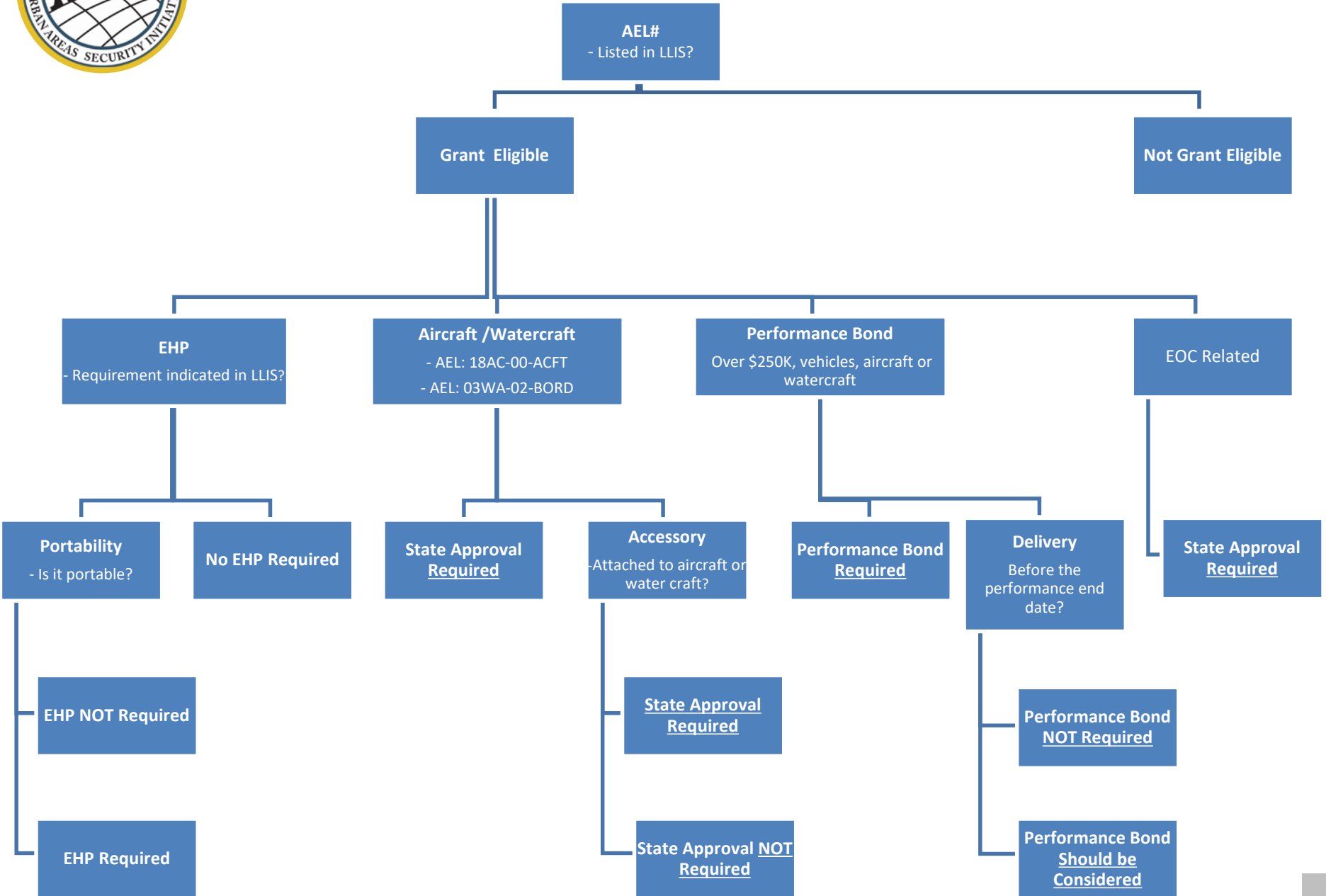
Provide  
equipment  
list/costs

Explain "other"  
items

Are costs  
reasonable?



# Compliance Chart







# Sole Source Submission- State

Projects exceeding \$150k require state approval

Jurisdiction must have local Purchasing Dept. Approval First

Brief, clear project description w/ vendor contact info

Must describe a COMPELLING and PERSUASIVE need for approval

Include info on research performed

Only 2 of the 3 possible options are used (one source or one bidder)

Provide jurisdiction's regulations for sole source procurement

Confirm vendor is not debarred or suspended

Perform Cost Benefit Analysis



# Sole Source Cost Benefit Analysis

This is about the **financial** benefit to the agency

Provide specific fiscal information (i.e. \$ saved)

Do not describe the safety benefits to staff

Personnel examples include: staff and their salaries

Training examples include: equipment interoperability

Equipment examples include: multiple purchases needed to obtain the same goals



# Performance Bonds

## Required for:

- All purchases over \$250K, or any vehicles, aircraft or watercraft

## Acts as:

- Insurance policy for jurisdiction

## Allows you to:

- Meet UASI performance period deadline with delivery by end of Cal OES' performance period

## How much:

- Typically about 1% of the purchase price



# Contracts - Solicitations

Conduct a full and open competitive bidding process

Selection must be based on criteria in published RFP/Q

Selection panel must be comprised of subject matter experts

Contractor cannot be debarred or suspended



# Contracts - Negotiations

Sole source approval must be obtained if there is only one bid

Costs must be reasonable and consistent

Must include a clearly written scope of services

Work must be performed and paid for entirely within the grant performance period

# Thank you!



Bay Area UASI

