



To: Bay Area UASI Approval Authority
From: Catherine Spaulding, Assistant General Manager
Date: March 14, 2013
Re: Item #7: Regional Procurement for FY11 and FY12 Closeout

Recommendation:

Approve process for regional procurement of equipment in anticipation of the closeout of the FY11 and FY12 UASI grant years.

Discussion:

As well known by the Approval Authority, last minute funding has become available in prior years during the final months of grant performance periods. Although Bay Area UASI Management Team project managers closely monitor the status of projects during the implementation period, and although jurisdictions have plans to spend money in a timely way, last minute complications or unexpected events occur and funds can't always be spent in the time period allowed. Over one million dollars could be available in just a few months as FY11 and FY12 come to a close on November 30th, especially given that FY12 is a two year performance period. The Management Team will soon request an extension for FY12 funding but does not anticipate that this will be granted.

In anticipation of last minute funding becoming available, the Management Team would like to identify a process for allocation and begin work on regional procurement of widely-needed equipment that fills critical gaps. Based on feedback from regional stakeholders and subject matter experts, the Management Team proposes procurement of the following equipment:

- P25 radios
- Radio consoles
- Body bags
- Cots and refrigerators (Access and Function Needs equipment)

The Management Team proposes that we determine unspent funds available on August 1st, 2013, and then reallocate these funds by Operational Area based on the 2013 risk allocation formula. The Management Team will then contact Approval Authority members for direction on which

equipment to purchase and at what magnitude. Equipment procurement and the required follow-up monitoring will be performed by the City and County of San Francisco as the fiscal agent for the Bay Area UASI. Jeff Blau, Bay Area UASI Interoperability Project Manager, will be the Project Manger coordinating these efforts on the behalf of the Management Team.

Here is further detail on the Management Team’s timeline:

April	Collect specifications on requested equipment, working through the Interoperability Work Group/BayRICs TAC as well as the RCPT/Public Health Working Group
May	Obtain necessary sole source and EHP clearances
June and July	Engage in vendor solicitation and contracting
August 1 st	Determination of funds available and allocation by Operational Area by risk
August 15 th	Desired equipment purchases confirmed with relevant Approval Authority Members
September 12 th	Report at Approval Authority Meeting on orders placed and status of delivery
November 30 th	End of FY11 and FY12 performance periods