



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Dustin Dienst, Fire Chief
MEETING DATE: September 11, 2018
SUBJECT: Resolution 2018-181 Authorize Execution of Agreement for Fiscal Year 2017 Assistance to Firefighters Grant (AFG)

Background

On February 13, 2018, the Faribault City Council approved Resolution 2018-035, authorizing the Fire Department to apply for a 2017 FEMA Assistance to Firefighters Grant for the purchase of a vehicle exhaust capturing system. As with previous grants, there is a cash match required with the minimum being 10%. The estimated cost of installing a vehicle exhaust capturing system is \$75,000, with FEMA's portion being \$68,182 (90%) and our portion \$6,818 (10%).

Discussion

The Fire Department received notice from FEMA that the grant was approved (see attachment) and DHS is requesting authorization for the City to enter into the grant agreement.

Recommendation

Approve Resolution 2018-181 Authorizing Execution of Agreement for Fiscal Year 2017 Assistance to Firefighters Grant.

Attachment

Award No. EMW-2017-FO-05236

CITY OF FARIBAULT

**RESOLUTION #2018-181
AUTHORIZE EXECUTION OF AGREEMENT FOR FISCAL YEAR 2017
ASSISTANCE TO FIREFIGHTERS GRANT (AFG)**

WHEREAS, the City of Faribault Fire Department provides fire suppression for its response district and its surrounding mutual aid partners; and

WHEREAS, employee health and wellness is a priority of the City of Faribault; and

WHEREAS, the Fire Department applied for an Assistance to Firefighters Grant (AFG) to purchase and install a vehicle exhaust capture system; and

WHEREAS, FEMA has awarded us an AFG for a total of \$75,000 with their portion being \$68,182 (90%) and our portion \$6,818 (10%) for the installation of a vehicle exhaust capture system.

NOW, THEREFORE BE IT RESOLVED, that the City of Faribault enter into an agreement with the Federal Emergency Management Agency (FEMA) for the Fiscal Year 2017 Assistance to Firefighters Grant.

Date Adopted: September 11, 2018

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Alex Hanson
Faribault Fire Department
Faribault Fire Department
Faribault, Minnesota 55021-5109

Re: Award No.EMW-2017-FO-05236

Dear Mr. Hanson:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2017 Assistance to Firefighters Grant has been approved in the amount of \$68,182.00. As a condition of this award, you are required to contribute a cost match in the amount of \$6,818.00 of non-Federal funds, or 10 percent of the Federal contribution of \$68,182.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2017 Assistance to Firefighters Grant Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says Update 1199A in the Action column. Click this link. This link will take you to the SF-1199A, Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and keep the original form in your grant files. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



Thomas George DiNanno
GPD Assistant Administrator

Summary Award Memo

INSTRUMENT: GRANT
AGREEMENT NUMBER: EMW-2017-FO-05236
GRANTEE: Faribault Fire Department
DUNS NUMBER: 093914596
AMOUNT: \$75,000.00, Operations and Safety

Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards.

After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant program's purpose and worthy of award. The projects approved for funding are indicated by the budget or negotiation comments below. The recipient shall perform the work described in the grant application for the recipient's approved project or projects as itemized in the request details section of the application and further described in the grant application narrative. The content of the approved portions of the application - along with any documents submitted with the recipient's application - are incorporated by reference into the terms of the recipient's award. The recipient may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via amendment request, from FEMA.

Period of Performance

13-AUG-18 to 12-AUG-19

Amount Awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are the budgeted estimates for object classes for this grant (including Federal share plus recipient match):

Personnel:	\$0.00
Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$75,000.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
State Taxes	\$0.00
Total	\$75,000.00

NEGOTIATION COMMENTS IF APPLICABLE (max 8000 characters)

This grant includes an activity (Modification to Facility, Equipment or a component in the Wellness and Fitness Activity) that requires that you submit an Environmental Planning and Historic Preservation (EHP) Screening form for a review of your project. To access the EHP screening form and instructions for AFG activities, go to the Department of Homeland Security/Federal Emergency Management Agency website at: <https://www.fema.gov/media-library/assets/documents/00105>

Agreement Articles



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - Operations and Safety

GRANTEE: Faribault Fire Department

PROGRAM: Operations and Safety

AGREEMENT NUMBER: EMW-2017-FO-05236

AMENDMENT NUMBER:

TABLE OF CONTENTS

The FY 2017 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2017. The DHS financial assistance awards terms and conditions flow down to subrecipients, unless a particular award term or condition specifically indicates otherwise.

Article I. Assurances, Administrative Requirements, Cost Principles, and Audit Requirements

DHS financial assistance recipients must complete either the OMB Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at 2 C.F.R. Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article II. DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.

FEDERAL EMERGENCY MANAGEMENT AGENCY

1a. AGREEMENT NO. 2. AMENDMENT NO. 3. RECIPIENT NO. 4. TYPE OF ACTION 5. CONTROL NO.
 Go Back O-05236 0 41-6005150 AWARD WX02682N2018T

6. RECIPIENT NAME AND ADDRESS 7. ISSUING OFFICE AND ADDRESS 8. PAYMENT OFFICE AND ADDRESS
 Faribault Fire Department Grant Programs Directorate FEMA, Financial Services Branch
 Faribault Fire Department 500 C Street, S.W. 500 C Street, S.W., Room 723
 Faribault Washington DC, 20528-7000 Washington DC, 20472
 Minnesota, 55021-5109 POC: Marketa Walker

9. NAME OF RECIPIENT PROJECT OFFICER 10. NAME OF PROJECT COORDINATOR 11. EFFECTIVE DATE OF THIS ACTION 12. METHOD OF PAYMENT 13. ASSISTANCE ARRANGEMENT 14. PERFORMANCE PERIOD
 Alex Hanson Catherine Patterson Cost Sharing From:13-AUG-18 To:12-AUG-19

Budget Period
 From:30-APR-18 To:30-SEP-18

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE)	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
AFG	97.044	2018-F7-C111-P4310000-4101-D	\$0.00	\$68,182.00	\$68,182.00	\$6,818.00
TOTALS			\$0.00	\$68,182.00	\$68,182.00	\$6,818.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Marketa Walker

DATE
23-JUL-18