

## LEGISLATIVE FACT SHEET

DATE: 07/21/20

BT or RC No: BT20-105  
(Administration & City Council Bills)

SPONSOR: Emergency Preparedness Division  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Director of Emergency Preparedness

Provide Name: Steve Woodard

Contact Number: 904-255-3123

Email Address: [Swoodard@coj.net](mailto:Swoodard@coj.net)

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation. (Minimum of 350 words - Maximum of 1 page.)

The City of Jacksonville/Duval County Emergency Preparedness Division has been awarded the Fiscal Year 2020 Emergency Management Performance Grant Program COVID-19 Supplemental (EMPG-S). The purpose of the Fiscal Year 2020 Emergency Management Performance Grant Program COVID-19 Supplemental (EMPG-S) is to assist local governments with their public health and emergency management activities supporting the prevention of, preparation for, and response to the ongoing Coronavirus Disease 2019 (COVID-19) public health emergency.

This EMPG-S grant funding will assist the City of Jacksonville's Emergency Preparedness Division with implementing community lifelines to prevent, prepare for, and respond to the COVID-19 public health emergency. Funds provided through the EMPG-S grant program will be utilized to enhance the Emergency Preparedness Division's Infectious Disease Response capabilities.

Emergency management and incident response activities require carefully managed resources to meet incident needs. EMPG-S funds will be utilized to purchase one heavy duty tow vehicle (Infectious Disease Response Unit) that will support the Emergency Preparedness Division's logistics and supply chain management for COVID-19 public health response operations such as alternate care sites, points of dispensing/distribution, healthcare facility PPE support, and COVID-19 screening and testing sites.

\$45,130.14 as follows:

List the source **name** and provide Object and Subobject Numbers for each category listed below:

**Fire & Rescue Grants - Emergency Management Performance**

(Name of Fund as it will appear in title of legislation) **Grants - COVID19 Supplemental**

Name of Federal Funding Source(s)	From: 11409-122003-331236-008927 US Dept of Homeland Security	Amount: \$45,130.14
	To: 11409-122003-564010-008927 Mobile Equipment	Amount: \$45,130.14
Name of State Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of City of Jacksonville Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of In-Kind Contribution(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name & Number of Bond Account(s):	From: _____	Amount: _____
	To: _____	Amount: _____

**PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:**

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

The funding for this project is from the Florida Department of Emergency Management (FDEM) Emergency Management Performance Grant, COVID-19 Supplemental. Agreement No. G0125. Funds for the EMPG-S grant program were awarded to FDEM by the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), and Grant Program Directorate (GPD) and considered as pass-through funding from the Florida Department of Emergency Management (FDEM) to the City of Jacksonville.

The period of performance and budget period of this grant is from 04/27/2020 to 06/30/2020. The award amount is \$45,130.14. The CFDA No. for this opportunity is 97.042. The assistance arrangement for this program is on a cost reimbursement basis. The City of Jacksonville is not required to match this award with any amount of non-federal funds.

The funds will be used to purchase one 2020 Heavy Duty 4x4 3/4 ton pick-up truck with heavy duty towing capacity (Infectious Disease Response Unit). This response unit will be readily available for deployment from the Emergency Preparedness Division's Disaster Operations Inter-Agency Coordination Center located at 909 Haines Street, Jacksonville, Florida, 32202.

Annual preventative maintenance will be required to maintain the safe operational status of this vehicle from general funds.

**ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.**

**ACTION ITEMS:**

	Yes	No
Emergency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Federal or State Mandate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Note: If yes, note must include explanation of all-year subfund carryover language.

CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract / Agreement Approval?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted?

Agreement G0125 attached from the Florida Division of Emergency Management. COJ OGC has reviewed and executed the EMPG-S agreement. Awaiting return of fully executed agreement from FDEM. The Emergency Preparedness Division Director, Steve Woodard, will provide oversight of the award.

Related RC/BT?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Attachment: If yes, attach appropriate RC/BT form(s).

Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper.

**ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.**

**ACTION ITEMS:**

	Yes	No
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Explanation:** How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?

New grant award. The period of performance and budget period of this grant is from 04/27/2020 to 06/30/2020. The award amount is \$45,130.14. The CFDA No. for this opportunity is 97.042. The assistance arrangement for this program is on a cost reimbursement basis. The city of Jacksonville is not required to match this award with any amount of non-federal funds.

Annual preventative maintenance will be required to maintain the safe operational status of this vehicle from general funds.

Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>


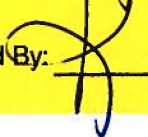
**Attachment:** If yes, attach appropriate form(s).

**Explanation:** List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for generating

FDEM agreement requires the following reports:

Quarterly reports due by September 30, 2020, December 31, 2020, March 31, 2021, and June 30, 2021.

Close-Out report due 60 days after termination of the agreement or 60 days after completion of the activities contained in the agreement.

Division Chief:		Date:	<u>7/23/20</u>
	(signature)		
Prepared By:		Date:	_____
	(signature)		

**ADMINISTRATIVE TRANSMITTAL**

To: MBRC, c/o Roselyn Chall, Budget Office, St. James Suite 325

Thru: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor  
(Name, Job Title, Department)  
Phone: 904-255-5015 E-mail: [LeeannK@coj.net](mailto:LeeannK@coj.net)

From: Steven Woodard, Director of Emergency Preparedness  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 904-255-3123 E-mail: [swoodard@coj.net](mailto:swoodard@coj.net)

Primary Contact: Steven Woodard, Director of Emergency Preparedness  
(Name, Job Title, Department)  
Phone: 904-255-3123 E-mail: [swoodard@coj.net](mailto:swoodard@coj.net)

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**COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL**

To: Peggy Sidman, Office of General Counsel, St. James Suite 480  
Phone: 904-630-4647 E-mail: [psidman@coj.net](mailto:psidman@coj.net)

From: \_\_\_\_\_  
Initiating Council Member / Independent Agency / Constitutional Officer  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary Contact: Steve Woodard, Director of Emergency Preparedness  
(Name, Job Title, Department)  
Phone: 904-255-3123 E-mail: [swoodard@coj.net](mailto:swoodard@coj.net)

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor  
904-255-5015 E-mail: [LeeannK@coj.net](mailto:LeeannK@coj.net)

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:    Yes    No  
Boards Action / Resolution?       

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

**FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED**