



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: James Reardon, Commissioner of Finance & Management
From: Nathan Lavery, Fiscal Analyst
Date: November 20, 2009
Subject: JFO #2402, #2404, #2405, #2406

No Joint Fiscal Committee member has requested that the following items be held for review:

JFO #2402 — \$500,000 grant from the U.S. Department of Energy to Education Department. These grant funds will be distributed to local school districts for the installation of solar panels.
[JFO received 10/21/09]

JFO #2404 — \$105,876 grant from the Federal Emergency Management Agency (FEMA) to Department of Public Safety. These grant funds will be used to provide financial assistance to implement measures that will permanently reduce or eliminate future damage from natural hazards through safer building practices and improving existing structures.
[JFO received 10/21/09]

JFO #2405 — \$1,000,000 grant from the Federal Emergency Management Agency (FEMA) to Department of Public Safety. These grant funds will be used renovate and equip the Emergency Operations Center (EOC) at Public Safety headquarters in Waterbury.
[JFO received 10/21/09]

JFO #2406 — \$1,770,018 grant from the Center for Disease Control and Prevention to Department of Health. These grant funds will be to establish and maintain a tracking network for obtaining health and environmental data to improve health in communities. **Three (3) limited service position requests are associated with this request.**
[JFO received 10/21/09]

In accordance with 32 V.S.A. §5, the requisite 30 days having elapsed since these items were submitted to the Joint Fiscal Committee, the Governor's approval may now be

considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Armando Vilaseca, Commissioner
Thomas Tremblay, Commissioner
Wendy Davis, Commissioner



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee Members
From: Nathan Lavery, Fiscal Analyst
Date: October 21, 2009
Subject: Grant Requests

Enclosed please find six (6) requests that the Joint Fiscal Office has received from the administration:

JFO #2401 — Award from the U.S. Internal Revenue Service to Office of the State Treasurer. The American Recovery and Reinvestment Act allocated \$90 million of bonding authority to Vermont for use as Recovery Zone Economic Development Bonds. Acceptance of this request will allow for federal reimbursement to the issuer of 45% of the interest cost of these bonds; the preliminary estimated value of this subsidy is approximately \$9 million. **This award is part of the American Recovery and Reinvestment Act (ARRA) and expedited approval of this item has been requested.** The Joint Fiscal Committee members will be contacted within two weeks with a request to waive the statutory review period and accept this item.

[JFO received 10/21/09]

JFO #2402 — \$500,000 grant from the U.S. Department of Energy to Education Department. These grant funds will be distributed to local school districts for the installation of solar panels.

[JFO received 10/21/09]

JFO #2403 — \$355,435 grant from the Vermont Center for Geographic Information (VCGI) to the Department of Public Service. **These grant funds will be used to fully fund 1.0 FTE position for a three year period** to support the activities of the Vermont Broadband Mapping Initiative. VCGI received funding from the American Recovery and Reinvestment Act to support this project.

[JFO received 10/21/09]

JFO #2404 — \$105,876 grant from the Federal Emergency Management Agency (FEMA) to Department of Public Safety. These grant funds will be used to provide financial assistance to implement measures that will permanently reduce or eliminate future damage from natural hazards through safer building practices and improving existing structures.

[JFO received 10/21/09]

JFO #2405 — \$1,000,000 grant from the Federal Emergency Management Agency (FEMA) to Department of Public Safety. These grant funds will be used renovate and equip the Emergency Operations Center (EOC) at Public Safety headquarters in Waterbury.

[JFO received 10/21/09]

JFO #2406 — \$1,770,018 grant from the Center for Disease Control and Prevention to Department of Health. These grant funds will be to establish and maintain a tracking network for obtaining health and environmental data to improve health in communities. **Three (3) limited service position requests are associated with this request.**

[JFO received 10/21/09]

The Joint Fiscal Office has reviewed these submissions and determined that all appropriate forms bearing the necessary approvals are in order. In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; nlavery@leg.state.vt.us) if you have questions or would like an item held for Joint Fiscal Committee review. Unless we hear from you to the contrary by November 4 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner
Jeb Spaulding, Treasurer
Armando Vilaseca, Commissioner
David O'Brien, Commissioner
Thomas Tremblay, Commissioner
Wendy Davis, Commissioner



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Representative William Lippert

From: Nathan Lavery, Fiscal Analyst

Date: October 21, 2009

Subject: JFO #2404 & #2405

Representative Michael Obuchowski asked that I forward to you a copy of the enclosed grant materials and cover memo. He requests your observations regarding the enclosed item.

cc: Rep. Michael Obuchowski
Stephen Klein



State of Vermont
 Department of Finance & Management
 109 State Street, Pavilion Building
 Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
 [fax] 802-828-2428

**STATE OF VERMONT
 FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		Will fund fit-up (bathroom, utilities and security, equipment and furnishings) of the expanded Emergency Operations Center (EOC) and renovation (flooring, flood proofing, replacement windows) of the existing EOC at Public Safety Headquarters in Waterbury.			
Date:		10/6/2009			
Department:		Department of Public Safety			
Legal Title of Grant:		Emergency Operations Center (EOC) Grant Program			
Federal Catalog #:		97.001			
Grant/Donor Name and Address:		Department of Homeland Security, FEMA			
Grant Period:		From:	To:		
		6/1/2009	5/31/2012		
Grant/Donation		\$1,000,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$	\$1,000,000	\$	\$1,000,000	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				<i>J</i> 10/12/09	(Initial) <i>DB</i> 10-6-09
Secretary of Administration				<i>TT</i> 10/13/09	(Initial)
Sent To Joint Fiscal Office					Date 10/19/09

RECEIVED
 OCT 21 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION			
1. Agency:			
2. Department:	Public Safety		
3. Program:	Emergency Management		
4. Legal Title of Grant:	Emergency Operations Center (EOC) Grant Program		
5. Federal Catalog #:	97.001		
6. Grant/Donor Name and Address: Department of Homeland Security FEMA Washington, DC 20528			
7. Grant Period:	From:	6/1/2009	To: 5/31/2012
8. Purpose of Grant: This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of new EOC space for operations (2nd floor); 1,000 square feet of new shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of renovated space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods.			
9. Impact on existing program if grant is not Accepted: Prior assessments of the current EOC facility have produced "poor" results due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations. These grant funds will provide a tremendous amount of fiscal support for new construction and renovations of the EOC.			

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY 2011	FY 2012	
Personal Services	\$	\$1,333,334	\$	Contractual
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
Total	\$	\$1,333,334	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$333,334	\$	SFY09 Capital Bill H.445 Sec. 11
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$1,000,000	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$	\$1,333,334	\$	

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

Appropriation No:	2140031000	Amount:	\$1,000,000
			\$
			\$
			\$
			\$
			\$
		Total	\$1,000,000

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.
 Appointing Authority Name: _____ Agreed by: TK (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):

Signature: <u>Thomas R. Tully</u>	Date: <u>10/25/09</u>
Title: Commissioner	
Signature: _____	Date: _____
Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted	<u>Thomas R. Tully</u> (Governor's signature)	<u>10/15/09</u> Date:
<input type="checkbox"/> Rejected		

15. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Check One Box: Request to JFO	<u>Tom Bell</u> (Secretary's signature or designee)	<u>10/13/09</u> Date:
<input type="checkbox"/> Information to JFO		

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input type="checkbox"/> Request Memo	<input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input type="checkbox"/> Grant Budget	
End Form AA-1	



Department of Homeland Security, FEMA
Grant Programs Directorate

July 24, 2009

Washington, D.C. 20531

Commissioner Thomas R. Tremblay
Vermont Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101

Dear Commissioner Tremblay:

I am pleased to inform you that the Grant Programs Directorate has approved the application for funding under the FY 09 Emergency Operation Centers in the amount of \$1,000,000 for Vermont Department of Public Safety. Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$1,000,000 from the Fiscal Year 2009 Emergency Operations Center (EOC) Grant Program for costs related to emergency management and preparedness capabilities by supporting flexible, sustainable, secure, and interoperable EOCs with a focus on addressing identified deficiencies and needs.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Ann Mulvaney, Program Manager at (617) 956-7637;
- Financial and Payment Questions, Grants Management Division (GMD) at (866) 927-5646, or send an email to ask-GMD@dhs.gov.

Congratulations, and we look forward to working with you.

Sincerely,

W. Ross Ashley, III
Assistant Administrator, Grant Programs Directorate

Enclosures

(H.445)

An act relating to capital construction and state bonding.

It is hereby enacted by the General Assembly of the State of Vermont:

* * * Capital Appropriations * * *

Sec. 1. STATE BUILDINGS

The following sums are appropriated in total to the department of buildings and general services, and the commissioner is authorized to direct funds appropriated in this section to the projects contained in this section; however, no project shall be canceled unless the chairs of the senate committee on institutions and the house committee on corrections and institutions are notified before that action is taken. The individual allocations in this section are estimates only.

<u>(1) Statewide, Americans with Disabilities Act (ADA) - for upgrades at the State Office Buildings in Newport:</u>	<u>100,000</u>
<u>(2) Statewide, building reuse and planning:</u>	<u>125,000</u>
<u>(3) Statewide, contingency:</u>	<u>500,000</u>
<u>(4) Statewide, major maintenance:</u>	<u>8,181,508</u>
<u>(5) Statewide, asbestos and lead abatement:</u>	<u>300,000</u>
<u>(6) Statewide, elevator repairs and upgrades:</u>	<u>150,000</u>
<u>(7) Statewide, physical security enhancements:</u>	<u>250,000</u>
<u>(8) BGS engineering and architectural project costs. It is the intent of</u>	

Sec. 11. PUBLIC SAFETY

The following sums are appropriated in total to the department of buildings and general services for the department of public safety for:

(1) Complete construction of a new forensics lab in Waterbury:

2,057,821

(2) Design and construction of a new emergency operations center in Waterbury. This amount shall be used to match \$1,000,000 in federal funds for the project:

375,000

(3) Purchase of property, obtaining of permits, and design for the Brattleboro/Rockingham state police office:

650,000

Total Appropriation – Section 11

\$3,082,821

Sec. 12. FIRE SERVICE TRAINING

The following sums are appropriated for fire service training:

(1) To the department of public safety for the Vermont fire service training council for equipment for the VTC fire science degree program:

100,000

(2) To Vermont State Colleges as the state's financial contribution to the construction of a steel burn building at the Vermont Technical College campus in Randolph:

200,000

Total Appropriation – Section 12

\$300,000

AMENDED REQUEST 8-13-09

FY 2009 EOC Grant Program Investment Justification and Scoring Criteria

I. APPLICANT INFORMATION

- Emergency Operations Center Name: State of Vermont Emergency Operations Center
- FY 2009 EOC Grant Program Project Name: State Emergency Operations Center
- Indicate whether a State, Local, or Tribal EOC: State
- Indicate whether a competitive or non-competitive EOC: Non-competitive
- Dun and Bradstreet Number: 809376692
- Identify any FY 2008 EOC Grant Program funding received, including amount, or any FY 2009 noncompetitive EOC Grant Program funding designated: \$1,000,000 designated
- Identify any FY 2009 EMPG funding allocated, including amount: \$2,667,745
- Investment Type: Construction or Renovation: \$400,000 fit-up of expanded space \$600,000 renovation of existing space.
- Total Cost of proposed EOC Project: \$1,333,334
 - Requested FY 2009 EOC Grant Program Federal funds (0.75 x total cost of proposed project): \$1,000,000
 - Grantee matching funds (0.25 x total cost of proposed project): \$333,334.00

(800 Character Max not including spaces)

The 25% local match required for the federal funds requested for the new EOC will be provided by the Vermont Legislature in the 2010 capital budget fiscal year starting July 1, 2009. The requested amount of \$333,334.00 has been submitted to the Vermont Legislature and has been approved for the FY 10 construction year. Additional in-kind funds are being used for the building design and permitting.

II. OVERALL

- This response describes what will be implemented and accomplished by this Investment. (1,800 Character Max not including spaces)

This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of expanded EOC space for operations (2nd floor); 1,000 square feet of **fit-up** shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of **renovated** space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods. Flood proofing of the basement of the existing building will also be conducted for electrical infrastructure, computer servers and connections. All windows for the renovated EOC portion will be completely replaced for energy efficiency and will be historically accurate with the existing building.

The renovated space in the existing building will be considered common space for Emergency Management, Homeland Security, State Police, Forensics Laboratory and the Fire Safety Division – all serving under the umbrella of the Vermont Department of Public Safety and all response partners under the ESF functions of emergency management.

The fit-up of expanded space plus renovated space will allow for adequate staffing of the EOC and allow for training and exercises onsite instead of rental space offsite. During emergency activations, the new EOC and secure entry space will provide for a smooth and efficient flow of

operations during critical periods with expanded areas necessary for support staffing. Situational awareness will improve as will the service to the 251 communities which the State EOC serves.

III. NEEDS ASSESSMENT

- The response describes how the project will address the identified deficiencies or needs. (1,800 Character Max not including spaces)

An EOC self-assessment was first performed in 2003 through a 2002 Supplemental Appropriation, CFDA 83.563, EOC Assessment Phase I. Several areas were evaluated including: security, sustainability, interoperability and flexibility as well as risk analysis for hazards and an alternate EOC. Results were rated "poor" in all areas of assessment, due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations.

In 2004, a follow-up report was conducted by TransSystems Corporation on needs and gaps within the existing facility and to provide suitable options for expanding, constructing and equipping a modern EOC for Vermont. The consulting firm completed their analysis in June 2005. The results prioritized a need for a new multi-purpose public safety facility to: accommodate current and future staffing needs; eliminate identified flood risk, provide expansion capabilities and self-sufficiency for extended periods; and incorporate up-to-date technology advances for faster and more efficient emergency response.

Since the 2005 report, several potential sites have been evaluated and proposed; however, state and federal funds were unavailable for purchase and construction. A new Forensics Laboratory had been identified as a top priority for the Department of Public Safety with an expanded EOC as the second priority. Both will be accomplished at the same time and will accomplish several goals and objectives: 1) provide for a cost effective modest expansion to the current EOC (Federal funds) in conjunction with a new Forensics Lab (State funds), 2) provide much needed space and a training facility, and 3) flood proof the existing basement.

IV. INVESTMENT IMPACT

- The response describes how the Investment will mitigate needs and deficiencies outlined in the Needs Assessment portion of the Investment Justification. (1,500 Character Max not including spaces)

This project will enhance emergency management capabilities for the state by providing adequate space, training facilities, EOC operational and situational awareness capabilities (through extra square footage space and technology), joint information center abilities to inform the public on safety and potential hazards, and the logistical amenities (dining and bathroom facilities) that must be available for sustained emergency operational periods. The basement of the existing building will be flood proofed by relocating electrical utilities, outlets and computer servers above the 500 year flood level.

The expanded and fit-up lobby and EOC addition - two floors (1,000 square feet for each floor) will provide for enhanced security for entry into the building as well as an expanded EOC (2nd floor). It will include a central heating and air system and two walls for situational display. Electrical wires and outlets will be located under a raised floor in the expanded portion as well as in the existing renovated portion and no longer present an electrical hazard in the EOC. The expanded section will be backed up by a second generator that will also serve the Forensics Lab portion of the expanded addition (funded through state dollars and not part of this application).

The design for this project is in conjunction with the plans and permits for the Forensics Lab (32,000 s/f) which is Phase I. Phase II consists of the EOC fit-up and renovation of space. The 2,500 s/f renovation of the existing space will occur when the lab moves to its new space. The renovated space will be considered shared common space when not in use for emergency operations, training or exercising. After years of analysis and review of cost to implement recommendations, this plan is the most cost effective and efficient use of limited state and federal funds.

V. PRE-EXISTING PLANNING

- The response describes how the Facility Assessment and Hazard-Resistance Guidance have helped identify and mitigate against the needs and deficiencies described in the Investment challenges portion of the Investment Justification.(2,200 Character Max not including spaces)

VT Emergency Management personnel have been working with architects and engineers on the current building design through the State Department of Buildings since 2008. Plans have been drawn up and local permits from the town of Waterbury, Vermont have been received as of November 2008. The Division of Fire Safety that oversees building codes for the entire state of Vermont has been consulted during each step of the design and permitting stage. Construction plans for the new Forensics Lab and connecting shell for the lobby and expanded EOC space were approved in July 2009 as part of Phase I and paid for through 100% state funds. No federal dollars are part of Phase I. Phase II for the EOC fit-up and renovation of existing space (Federal funds) will follow Phase I as soon as all required Phase II Federal approvals are received. The following publications were reviewed as guidance for new construction and renovation although no federal funds are being used for new Phase I construction: FEMA 426/452, 361, 543, 310 (ASCE 31) and 356. This project incorporates the following:

- The construction plans call for fill to raise the addition out of the 500 year flood plain which has been determined to be the highest physical risk to the critical facility. Engineering studies have been completed and determined that the fill will result in 1/8th inch rise in floodplain due to displacement and this was determined to be insignificant in the permitting process.
- The State of VT carries commercially purchased flood insurance for all State owned property except those within a 100 year flood plain subject to the (policy) deductible of \$100,000. The addition of the new EOC expansion and Forensics Lab as proposed will be elevated above the 500 year elevation.
- A seismic risk assessment was conducted and determined that Vermont is not in a high risk area. The largest seismic event in Vermont's recent history was a magnitude 4.2 in 1962 where no significant damage was experienced.
- Flood proofing of electrical panels, outlets and utility services for the existing facility will be completed as part of the renovation of the basement in the existing facility using the critical facility building codes in the State of Vermont, as developed through national standards.
- An Environmental and Historic Preservation (EHP) Compliance review will be conducted by FEMA prior to the construction or expenditure of construction funds on this project.

VI. FUNDING PLAN

- The response references the appropriate activities and outlines estimated costs used specifically for the Investment. (800 Character Max not including spaces)

Estimates for Fit-up of expanded EOC and renovation of existing EOC and offices –

- \$200,000 for first floor to fit-up of 1,000 square foot entry, 1 handicap bathrooms, heating, cooling, security features in lobby.
- \$200,000 for second floor fit-up of 1,000 square feet of expanded emergency operation space to include: display wall for situational awareness, heating, cooling, mechanical, electrical with raised floor.
- \$200,000 for existing 2nd floor renovation includes: raised floor for electrical, second display wall for situational awareness, expanded heating and cooling updates.
- \$200,000 for flood proofing all electrical utilities, cables, computers and panels in the basement of the existing building.
- \$200,000 for renovation of existing 2nd floor windows and bathrooms. This includes replacing approximately 31 old windows on the second floor with new energy efficient windows that are historically appropriate for the existing building at \$2500 each, plus two renovated bathrooms and plumbing with handicap facilities and multiple stalls.

Total Federal Funds - \$1,000,000

State Match - \$333,334 for renovation of 2,500 s/f of existing 1st floor space including replacement of 31 old windows with new energy efficient windows , 2 enlarged handicap bathrooms with lockers, showers and multiple stalls, a training room, a joint information center, secure storage space and a small kitchen and dining area.

VII. FUNDING SOURCES

- The response addresses aggregate funds required and provides rationale for what is estimated to be sufficient funding for implementation and sustainment of Investment.

(800 Character Max not including spaces)

Matching funds of \$333,334 are from the State's Capital Budget which was approved in the 2009 legislative session and became available July 1, 2009. The fit-up in the expanded 2,000 square feet plus the additional renovated 2,500 square feet will provide the necessary space for efficient and adequate EOC operation and emergency management offices. Energy efficiency will dramatically improve ongoing operational costs. Ongoing funds to sustain the facility and operations will come from a variety of resources including but not limited to:

- Federal - Emergency Management Performance Grants (EMPG) (\$2.5 million+), Hazard Mitigation Grant Program
- Non-Federal - Radiological off-site planning and evacuation planning (\$1.7 million)
- Hazardous Material Funds, Tier II – (\$600k)
- State Funds – Transportation – (\$64k)

VIII. INVESTMENT CHALLENGES

- The information provided will be scored based on the indication of an understanding of the Investment's risk, including cost and schedule. (2,000 Character Max not including spaces)
-

All fit-up and renovation permits will be reviewed by the Department of Fire Safety for conformance with local building codes. The existing challenges will be to secure off-site offices during the renovation period while maintaining continuity of operations. An alternate EOC is secured for emergency use.

A final EHP evaluation needs to be completed by FEMA prior to expending any fit-up or renovation funds for this project.

IX. PROJECT MANAGEMENT

- Response describes, at a high level, the roles and responsibilities of the management team, governance structures, and subject matter expertise required to manage the Investment. (2,000 Character Max not including spaces)
-

The design and construction plans for the fit-up and renovation are coordinated among several states agencies. Key points of contact within each agency for various components are working together under an umbrella structure to assure a coordinated and successful Investment Strategy. The project involves a state-owned building.

- Vermont Buildings and General Services – Commissioner - Project oversight, management of engineers, architects, and administration for construction and permitting aspects. Provide bid documents oversee details.
- Department of Public Safety – Commissioner/Maj. Sheets – Coordinator for fit-up and existing reconfiguration of space. Applicant for State funds.
 - Division of Vermont Emergency Management - Director – Interior design of expanded EOC portion and renovation of existing space. Applicant for Federal funds, tenant of existing and proposed EOC space.
 - Division of Criminal Justice, Forensics Lab – Director – Functional design of new lab (state funded).
 - Division of Fire Safety – Director – Technical assistance with building codes to assure compliance.
 - Division for Historic Preservation - State Historic Preservation Officer (SHPO), reviews and approves site and design addition for impact on historic sites and historic architecture.
- Agency of Natural Resources, Department of Environmental Conservation – Responsible for state permits.
- FEMA – EHP compliance review and Grantor.

X. MILESTONES

- Milestones collectively present a clear sequence of events that will allow the investment to reach its objectives for this period of performance.

(1,000 Character Max not including spaces)

The performance period of this grant - 36 months. Expected milestones:

1. April/May 2009 - Grant award is announced.
2. April 2009 – State permit application submitted. Construction drawings completed for the new Forensics Lab - 32,000 square feet (state funds) and the shell for the expanded EOC with security addition of 2,000 square feet.
3. July 2009 – New state fiscal year, state matching funds are made available.
4. July 2009 – State permits granted, construction project goes to bid.

5. August 2009 – Groundbreaking for the new lab and the expanded EOC.
6. Fall 2010 – New Forensics Lab is completed and dedication ceremony takes place.
7. Spring 2011 – Expanded EOC and renovated space ready for occupancy.
8. Early Summer 2011 – Ribbon cutting with Governor, Congressional representatives, first responders, emergency management ESF partners, EM staff.
9. Fall 2011 – Grant close-out and program audit.



State of Vermont
 Department of Finance & Management
 109 State Street, Pavilion Building
 Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
 [fax] 802-828-2428

**STATE OF VERMONT
 FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		Will fund fit-up (bathroom, utilities and security, equipment and furnishings) of the expanded Emergency Operations Center (EOC) and renovation (flooring, flood proofing, replacement windows) of the existing EOC at Public Safety Headquarters in Waterbury.			
Date:		10/6/2009			
Department:		Department of Public Safety			
Legal Title of Grant:		Emergency Operations Center (EOC) Grant Program			
Federal Catalog #:		97.001			
Grant/Donor Name and Address:		Department of Homeland Security, FEMA			
Grant Period:		From:	To:		
		6/1/2009	5/31/2012		
Grant/Donation		\$1,000,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$	\$1,000,000	\$	\$1,000,000	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management		JK 10/12/09		(Initial) DB 10-6-09	
Secretary of Administration		TR 10/13/09		(Initial)	
Sent To Joint Fiscal Office				Date 10/19/09	

RECEIVED
 OCT 21 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION			
1. Agency:			
2. Department:	Public Safety		
3. Program:	Emergency Management		
4. Legal Title of Grant:	Emergency Operations Center (EOC) Grant Program		
5. Federal Catalog #:	97.001		
6. Grant/Donor Name and Address: Department of Homeland Security FEMA Washington, DC 20528			
7. Grant Period:	From:	6/1/2009	To: 5/31/2012
8. Purpose of Grant: This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of new EOC space for operations (2nd floor); 1,000 square feet of new shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of renovated space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods.			
9. Impact on existing program if grant is not Accepted: Prior assessments of the current EOC facility have produced "poor" results due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations. These grant funds will provide a tremendous amount of fiscal support for new construction and renovations of the EOC.			

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
	FY 2010	FY 2011	FY 2012	
Expenditures:				
Personal Services	\$	\$1,333,334	\$	Contractual
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
Total	\$	\$1,333,334	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$333,334	\$	SFY09 Capital Bill H.445 Sec. 11
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$1,000,000	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$	\$1,333,334	\$	

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

Appropriation No:	2140031000	Amount:	\$1,000,000
			\$
			\$
			\$
			\$
			\$
		Total	\$1,000,000

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.
 Appointing Authority Name: _____ Agreed by: TK (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-IPN (if applicable):

Signature: <u>Chris R. Tully</u>	Date: <u>10/25/09</u>
Title: Commissioner	
Signature: _____	Date: _____
Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted	<u>[Signature]</u> (Governor's signature)	<u>10/15/09</u> Date:
<input type="checkbox"/> Rejected		

15. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Check One Box: Request to JFO	<u>[Signature]</u> (Secretary's signature or designee)	<u>10/13/09</u> Date:
<input type="checkbox"/> Information to JFO		

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input type="checkbox"/> Request Memo	<input type="checkbox"/> Notice of Donation (if any)
<input type="checkbox"/> Dept. project approval (if applicable)	<input type="checkbox"/> Grant (Project) Timeline (if applicable)
<input type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input type="checkbox"/> Grant Budget	
End Form AA-1	



Department of Homeland Security, FEMA
Grant Programs Directorate

July 24, 2009

Washington, D.C. 20531

Commissioner Thomas R. Tremblay
Vermont Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101

Dear Commissioner Tremblay:

I am pleased to inform you that the Grant Programs Directorate has approved the application for funding under the FY 09 Emergency Operation Centers in the amount of \$1,000,000 for Vermont Department of Public Safety. Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$1,000,000 from the Fiscal Year 2009 Emergency Operations Center (EOC) Grant Program for costs related to emergency management and preparedness capabilities by supporting flexible, sustainable, secure, and interoperable EOCs with a focus on addressing identified deficiencies and needs.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Ann Mulvaney, Program Manager at (617) 956-7637;
- Financial and Payment Questions, Grants Management Division (GMD) at (866) 927-5646, or send an email to ask-GMD@dhs.gov.

Congratulations, and we look forward to working with you.

Sincerely,

W. Ross Ashley, III
Assistant Administrator, Grant Programs Directorate

Enclosures

(H.445)

An act relating to capital construction and state bonding.

It is hereby enacted by the General Assembly of the State of Vermont:

* * * Capital Appropriations * * *

Sec. 1. STATE BUILDINGS

The following sums are appropriated in total to the department of buildings and general services, and the commissioner is authorized to direct funds appropriated in this section to the projects contained in this section; however, no project shall be canceled unless the chairs of the senate committee on institutions and the house committee on corrections and institutions are notified before that action is taken. The individual allocations in this section are estimates only.

<u>(1) Statewide, Americans with Disabilities Act (ADA) - for upgrades at the State Office Buildings in Newport:</u>	<u>100,000</u>
<u>(2) Statewide, building reuse and planning:</u>	<u>125,000</u>
<u>(3) Statewide, contingency:</u>	<u>500,000</u>
<u>(4) Statewide, major maintenance:</u>	<u>8,181,508</u>
<u>(5) Statewide, asbestos and lead abatement:</u>	<u>300,000</u>
<u>(6) Statewide, elevator repairs and upgrades:</u>	<u>150,000</u>
<u>(7) Statewide, physical security enhancements:</u>	<u>250,000</u>
<u>(8) BGS engineering and architectural project costs. It is the intent of</u>	

Sec. 11. PUBLIC SAFETY

The following sums are appropriated in total to the department of buildings and general services for the department of public safety for:

(1) Complete construction of a new forensics lab in Waterbury:

2,057,821

(2) Design and construction of a new emergency operations center in Waterbury. This amount shall be used to match \$1,000,000 in federal funds for the project:

375,000

(3) Purchase of property, obtaining of permits, and design for the Brattleboro/Rockingham state police office:

650,000

Total Appropriation – Section 11

\$3,082,821

Sec. 12. FIRE SERVICE TRAINING

The following sums are appropriated for fire service training:

(1) To the department of public safety for the Vermont fire service training council for equipment for the VTC fire science degree program:

100,000

(2) To Vermont State Colleges as the state's financial contribution to the construction of a steel burn building at the Vermont Technical College campus in Randolph:

200,000

Total Appropriation – Section 12

\$300,000

AMENDED REQUEST 8-13-09

FY 2009 EOC Grant Program Investment Justification and Scoring Criteria

I. APPLICANT INFORMATION

- Emergency Operations Center Name: State of Vermont Emergency Operations Center
- FY 2009 EOC Grant Program Project Name: State Emergency Operations Center
- Indicate whether a State, Local, or Tribal EOC: State
- Indicate whether a competitive or non-competitive EOC: Non-competitive
- Dun and Bradstreet Number: 809376692
- Identify any FY 2008 EOC Grant Program funding received, including amount, or any FY 2009 noncompetitive EOC Grant Program funding designated: \$1,000,000 designated
- Identify any FY 2009 EMPG funding allocated, including amount: \$2,667,745
- Investment Type: Construction or Renovation: \$400,000 fit-up of expanded space \$600,000 renovation of existing space.
- Total Cost of proposed EOC Project: \$1,333,334
 - Requested FY 2009 EOC Grant Program Federal funds (0.75 x total cost of proposed project): \$1,000,000
 - Grantee matching funds (0.25 x total cost of proposed project): \$333,334.00

(800 Character Max not including spaces)

The 25% local match required for the federal funds requested for the new EOC will be provided by the Vermont Legislature in the 2010 capital budget fiscal year starting July 1, 2009. The requested amount of \$333,334.00 has been submitted to the Vermont Legislature and has been approved for the FY 10 construction year. Additional in-kind funds are being used for the building design and permitting.

II. OVERALL

- This response describes what will be implemented and accomplished by this Investment. (1,800 Character Max not including spaces)

This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of expanded EOC space for operations (2nd floor); 1,000 square feet of **fit-up** shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of **renovated** space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods. Flood proofing of the basement of the existing building will also be conducted for electrical infrastructure, computer servers and connections. All windows for the renovated EOC portion will be completely replaced for energy efficiency and will be historically accurate with the existing building.

The renovated space in the existing building will be considered common space for Emergency Management, Homeland Security, State Police, Forensics Laboratory and the Fire Safety Division – all serving under the umbrella of the Vermont Department of Public Safety and all response partners under the ESF functions of emergency management.

The fit-up of expanded space plus renovated space will allow for adequate staffing of the EOC and allow for training and exercises onsite instead of rental space offsite. During emergency activations, the new EOC and secure entry space will provide for a smooth and efficient flow of

operations during critical periods with expanded areas necessary for support staffing. Situational awareness will improve as will the service to the 251 communities which the State EOC serves.

III. NEEDS ASSESSMENT

- The response describes how the project will address the identified deficiencies or needs.
(1,800 Character Max not including spaces)

An EOC self-assessment was first performed in 2003 through a 2002 Supplemental Appropriation, CFDA 83.563, EOC Assessment Phase I. Several areas were evaluated including: security, sustainability, interoperability and flexibility as well as risk analysis for hazards and an alternate EOC. Results were rated "poor" in all areas of assessment, due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations.

In 2004, a follow-up report was conducted by TransSystems Corporation on needs and gaps within the existing facility and to provide suitable options for expanding, constructing and equipping a modern EOC for Vermont. The consulting firm completed their analysis in June 2005. The results prioritized a need for a new multi-purpose public safety facility to: accommodate current and future staffing needs; eliminate identified flood risk, provide expansion capabilities and self-sufficiency for extended periods; and incorporate up-to-date technology advances for faster and more efficient emergency response.

Since the 2005 report, several potential sites have been evaluated and proposed; however, state and federal funds were unavailable for purchase and construction. A new Forensics Laboratory had been identified as a top priority for the Department of Public Safety with an expanded EOC as the second priority. Both will be accomplished at the same time and will accomplish several goals and objectives: 1) provide for a cost effective modest expansion to the current EOC (Federal funds) in conjunction with a new Forensics Lab (State funds), 2) provide much needed space and a training facility, and 3) flood proof the existing basement.

IV. INVESTMENT IMPACT

- The response describes how the Investment will mitigate needs and deficiencies outlined in the Needs Assessment portion of the Investment Justification.
(1,500 Character Max not including spaces)

This project will enhance emergency management capabilities for the state by providing adequate space, training facilities, EOC operational and situational awareness capabilities (through extra square footage space and technology), joint information center abilities to inform the public on safety and potential hazards, and the logistical amenities (dining and bathroom facilities) that must be available for sustained emergency operational periods. The basement of the existing building will be flood proofed by relocating electrical utilities, outlets and computer servers above the 500 year flood level.

The expanded and fit-up lobby and EOC addition - two floors (1,000 square feet for each floor) will provide for enhanced security for entry into the building as well as an expanded EOC (2nd floor). It will include a central heating and air system and two walls for situational display. Electrical wires and outlets will be located under a raised floor in the expanded portion as well as in the existing renovated portion and no longer present an electrical hazard in the EOC. The expanded section will be backed up by a second generator that will also serve the Forensics Lab portion of the expanded addition (funded through state dollars and not part of this application).

The design for this project is in conjunction with the plans and permits for the Forensics Lab (32,000 s/f) which is Phase I. Phase II consists of the EOC fit-up and renovation of space. The 2,500 s/f renovation of the existing space will occur when the lab moves to its new space. The renovated space will be considered shared common space when not in use for emergency operations, training or exercising. After years of analysis and review of cost to implement recommendations, this plan is the most cost effective and efficient use of limited state and federal funds.

V. PRE-EXISTING PLANNING

- The response describes how the Facility Assessment and Hazard-Resistance Guidance have helped identify and mitigate against the needs and deficiencies described in the Investment challenges portion of the Investment Justification.(2,200 Character Max not including spaces)

VT Emergency Management personnel have been working with architects and engineers on the current building design through the State Department of Buildings since 2008. Plans have been drawn up and local permits from the town of Waterbury, Vermont have been received as of November 2008. The Division of Fire Safety that oversees building codes for the entire state of Vermont has been consulted during each step of the design and permitting stage. Construction plans for the new Forensics Lab and connecting shell for the lobby and expanded EOC space were approved in July 2009 as part of Phase I and paid for through 100% state funds. No federal dollars are part of Phase I. Phase II for the EOC fit-up and renovation of existing space (Federal funds) will follow Phase I as soon as all required Phase II Federal approvals are received. The following publications were reviewed as guidance for new construction and renovation although no federal funds are being used for new Phase I construction: FEMA 426/452, 361, 543, 310 (ASCE 31) and 356. This project incorporates the following:

- The construction plans call for fill to raise the addition out of the 500 year flood plain which has been determined to be the highest physical risk to the critical facility. Engineering studies have been completed and determined that the fill will result in 1/8th inch rise in floodplain due to displacement and this was determined to be insignificant in the permitting process.
- The State of VT carries commercially purchased flood insurance for all State owned property except those within a 100 year flood plain subject to the (policy) deductible of \$100,000. The addition of the new EOC expansion and Forensics Lab as proposed will be elevated above the 500 year elevation.
- A seismic risk assessment was conducted and determined that Vermont is not in a high risk area. The largest seismic event in Vermont's recent history was a magnitude 4.2 in 1962 where no significant damage was experienced.
- Flood proofing of electrical panels, outlets and utility services for the existing facility will be completed as part of the renovation of the basement in the existing facility using the critical facility building codes in the State of Vermont, as developed through national standards.
- An Environmental and Historic Preservation (EHP) Compliance review will be conducted by FEMA prior to the construction or expenditure of construction funds on this project.

VI. FUNDING PLAN

- The response references the appropriate activities and outlines estimated costs used specifically for the Investment. (800 Character Max not including spaces)

Estimates for Fit-up of expanded EOC and renovation of existing EOC and offices –

- \$200,000 for first floor to fit-up of 1,000 square foot entry, 1 handicap bathrooms, heating, cooling, security features in lobby.
- \$200,000 for second floor fit-up of 1,000 square feet of expanded emergency operation space to include: display wall for situational awareness, heating, cooling, mechanical, electrical with raised floor.
- \$200,000 for existing 2nd floor renovation includes: raised floor for electrical, second display wall for situational awareness, expanded heating and cooling updates.
- \$200,000 for flood proofing all electrical utilities, cables, computers and panels in the basement of the existing building.
- \$200,000 for renovation of existing 2nd floor windows and bathrooms. This includes replacing approximately 31 old windows on the second floor with new energy efficient windows that are historically appropriate for the existing building at \$2500 each, plus two renovated bathrooms and plumbing with handicap facilities and multiple stalls.

Total Federal Funds - \$1,000,000

State Match - \$333,334 for renovation of 2,500 s/f of existing 1st floor space including replacement of 31 old windows with new energy efficient windows , 2 enlarged handicap bathrooms with lockers, showers and multiple stalls, a training room, a joint information center, secure storage space and a small kitchen and dining area.

VII. FUNDING SOURCES

- The response addresses aggregate funds required and provides rationale for what is estimated to be sufficient funding for implementation and sustainment of Investment. (800 Character Max not including spaces)

Matching funds of \$333,334 are from the State's Capital Budget which was approved in the 2009 legislative session and became available July 1, 2009. The fit-up in the expanded 2,000 square feet plus the additional renovated 2,500 square feet will provide the necessary space for efficient and adequate EOC operation and emergency management offices. Energy efficiency will dramatically improve ongoing operational costs. Ongoing funds to sustain the facility and operations will come from a variety of resources including but not limited to:

- Federal - Emergency Management Performance Grants (EMPG) (\$2.5 million+), Hazard Mitigation Grant Program
- Non-Federal - Radiological off-site planning and evacuation planning (\$1.7 million)
- Hazardous Material Funds, Tier II – (\$600k)
- State Funds – Transportation – (\$64k)

VIII. INVESTMENT CHALLENGES

- The information provided will be scored based on the indication of an understanding of the Investment's risk, including cost and schedule. (2,000 Character Max not including spaces)
-

All fit-up and renovation permits will be reviewed by the Department of Fire Safety for conformance with local building codes. The existing challenges will be to secure off-site offices during the renovation period while maintaining continuity of operations. An alternate EOC is secured for emergency use.

A final EHP evaluation needs to be completed by FEMA prior to expending any fit-up or renovation funds for this project.

IX. PROJECT MANAGEMENT

- Response describes, at a high level, the roles and responsibilities of the management team, governance structures, and subject matter expertise required to manage the Investment. (2,000 Character Max not including spaces)

The design and construction plans for the fit-up and renovation are coordinated among several states agencies. Key points of contact within each agency for various components are working together under an umbrella structure to assure a coordinated and successful Investment Strategy. The project involves a state-owned building.

- Vermont Buildings and General Services – Commissioner - Project oversight, management of engineers, architects, and administration for construction and permitting aspects. Provide bid documents oversee details.
- Department of Public Safety – Commissioner/Maj. Sheets – Coordinator for fit-up and existing reconfiguration of space. Applicant for State funds.
 - Division of Vermont Emergency Management - Director – Interior design of expanded EOC portion and renovation of existing space. Applicant for Federal funds, tenant of existing and proposed EOC space.
 - Division of Criminal Justice, Forensics Lab – Director – Functional design of new lab (state funded).
 - Division of Fire Safety – Director – Technical assistance with building codes to assure compliance.
 - Division for Historic Preservation - State Historic Preservation Officer (SHPO), reviews and approves site and design addition for impact on historic sites and historic architecture.
- Agency of Natural Resources, Department of Environmental Conservation – Responsible for state permits.
- FEMA – EHP compliance review and Grantor.

X. MILESTONES

- Milestones collectively present a clear sequence of events that will allow the investment to reach its objectives for this period of performance.

(1,000 Character Max not including spaces)

The performance period of this grant - 36 months. Expected milestones:

1. April/May 2009 - Grant award is announced.
2. April 2009 – State permit application submitted. Construction drawings completed for the new Forensics Lab - 32,000 square feet (state funds) and the shell for the expanded EOC with security addition of 2,000 square feet.
3. July 2009 – New state fiscal year, state matching funds are made available.
4. July 2009 – State permits granted, construction project goes to bid.

5. August 2009 – Groundbreaking for the new lab and the expanded EOC.
6. Fall 2010 – New Forensics Lab is completed and dedication ceremony takes place.
7. Spring 2011 – Expanded EOC and renovated space ready for occupancy.
8. Early Summer 2011 – Ribbon cutting with Governor, Congressional representatives, first responders, emergency management ESF partners, EM staff.
9. Fall 2011 – Grant close-out and program audit.

1

JFO 2405



State of Vermont
 Department of Finance & Management
 109 State Street, Pavilion Building
 Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376
 [fax] 802-828-2428

**STATE OF VERMONT
 FINANCE & MANAGEMENT GRANT REVIEW FORM**

Grant Summary:		Will fund fit-up (bathroom, utilities and security, equipment and furnishings) of the expanded Emergency Operations Center (EOC) and renovation (flooring, flood proofing, replacement windows) of the existing EOC at Public Safety Headquarters in Waterbury.			
Date:		10/6/2009			
Department:		Department of Public Safety			
Legal Title of Grant:		Emergency Operations Center (EOC) Grant Program			
Federal Catalog #:		97.001			
Grant/Donor Name and Address:		Department of Homeland Security, FEMA			
Grant Period:		From:	To:		
		6/1/2009	5/31/2012		
Grant/Donation		\$1,000,000			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$	\$1,000,000	\$	\$1,000,000	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:					
Department of Finance & Management				<i>JF 10/12/09</i>	(Initial) DB 10-6-09
Secretary of Administration				<i>JF 10/13/09</i>	(Initial)
Sent To Joint Fiscal Office					Date 10/19/09

RECEIVED
 OCT 21 2009
JOINT FISCAL OFFICE

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION

1. Agency:			
2. Department:	Public Safety		
3. Program:	Emergency Management		
4. Legal Title of Grant:	Emergency Operations Center (EOC) Grant Program		
5. Federal Catalog #:	97.001		
6. Grant/Donor Name and Address:	Department of Homeland Security FEMA Washington, DC 20528		
7. Grant Period:	From:	6/1/2009	To: 5/31/2012

8. Purpose of Grant:
 This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of new EOC space for operations (2nd floor); 1,000 square feet of new shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of renovated space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods.

9. Impact on existing program if grant is not Accepted:
 Prior assessments of the current EOC facility have produced "poor" results due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations. These grant funds will provide a tremendous amount of fiscal support for new construction and renovations of the EOC.

10. BUDGET INFORMATION

	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 2010	FY 2011	FY 2012	
Personal Services	\$	\$1,333,334	\$	Contractual
Operating Expenses	\$	\$	\$	
Grants	\$	\$	\$	
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State Funds:	\$	\$	\$	
Cash	\$	\$333,334	\$	SFY09 Capital Bill H.445 Sec. 11
In-Kind	\$	\$	\$	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$	\$1,000,000	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	
Total	\$	\$1,333,334	\$	

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

Appropriation No:	2140031000	Amount:	\$1,000,000
			\$
			\$
			\$
			\$
			\$
			\$
		Total	\$1,000,000

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? Yes No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: _____ Agreed by: TR (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: Is presently available. Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: <u>Thomas R. Tully</u>	Date: <u>9/25/09</u>
	Title: Commissioner	
	Signature: _____	Date: _____
	Title: _____	

14. ACTION BY GOVERNOR

<input checked="" type="checkbox"/> Check One Box: Accepted	<u>[Signature]</u> (Governor's signature)	<u>10/15/09</u> Date:
<input type="checkbox"/> Rejected		

15. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/> Check One Box: Request to JFO	<u>[Signature]</u> (Secretary's signature or designee)	<u>10/13/09</u> Date:
<input type="checkbox"/> Information to JFO		

16. DOCUMENTATION REQUIRED

Required GRANT Documentation

<input type="checkbox"/> Request Memo	<input type="checkbox"/> Notice of Donation (if any)
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<input type="checkbox"/> Notice of Award	<input type="checkbox"/> Request for Extension (if applicable)

STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

<input type="checkbox"/> Grant Agreement	<input type="checkbox"/> Form AA-1PN attached (if applicable)
<input type="checkbox"/> Grant Budget	
End Form AA-1	



Department of Homeland Security, FEMA
Grant Programs Directorate

July 24, 2009

Washington, D.C. 20531

Commissioner Thomas R. Tremblay
Vermont Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101

Dear Commissioner Tremblay:

I am pleased to inform you that the Grant Programs Directorate has approved the application for funding under the FY 09 Emergency Operation Centers in the amount of \$1,000,000 for Vermont Department of Public Safety. Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$1,000,000 from the Fiscal Year 2009 Emergency Operations Center (EOC) Grant Program for costs related to emergency management and preparedness capabilities by supporting flexible, sustainable, secure, and interoperable EOCs with a focus on addressing identified deficiencies and needs.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Ann Mulvaney, Program Manager at (617) 956-7637;
- Financial and Payment Questions, Grants Management Division (GMD) at (866) 927-5646, or send an email to ask-GMD@dhs.gov.

Congratulations, and we look forward to working with you.

Sincerely,

W. Ross Ashley, III
Assistant Administrator, Grant Programs Directorate

Enclosures

(H.445)

An act relating to capital construction and state bonding.

It is hereby enacted by the General Assembly of the State of Vermont:

* * * Capital Appropriations * * *

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<u>(1) Statewide, Americans with Disabilities Act (ADA) - for upgrades at the State Office Buildings in Newport:</u>	<u>100,000</u>
<u>(2) Statewide, building reuse and planning:</u>	<u>125,000</u>
<u>(3) Statewide, contingency:</u>	<u>500,000</u>
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<u>(8) BGS engineering and architectural project costs. It is the intent of</u>	

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(1) Complete construction of a new forensics lab in Waterbury:

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(2) Design and construction of a new emergency operations center in Waterbury. This amount shall be used to match \$1,000,000 in federal funds for the project:

375,000

(3) Purchase of property, obtaining of permits, and design for the Brattleboro/Rockingham state police office:

650,000

Total Appropriation – Section 11

\$3,082,821

Sec. 12. FIRE SERVICE TRAINING

The following sums are appropriated for fire service training:

(1) To the department of public safety for the Vermont fire service training council for equipment for the VTC fire science degree program:

100,000

(2) To Vermont State Colleges as the state's financial contribution to the construction of a steel burn building at the Vermont Technical College campus in Randolph:

200,000

Total Appropriation – Section 12

\$300,000

AMENDED REQUEST 8-13-09

FY 2009 EOC Grant Program Investment Justification and Scoring Criteria

I. APPLICANT INFORMATION

- Emergency Operations Center Name: State of Vermont Emergency Operations Center
- FY 2009 EOC Grant Program Project Name: State Emergency Operations Center
- Indicate whether a State, Local, or Tribal EOC: State
- Indicate whether a competitive or non-competitive EOC: Non-competitive
- Dun and Bradstreet Number: 809376692
- Identify any FY 2008 EOC Grant Program funding received, including amount, or any FY 2009 noncompetitive EOC Grant Program funding designated: \$1,000,000 designated
- Identify any FY 2009 EMPG funding allocated, including amount: \$2,667,745
- Investment Type: Construction or Renovation: \$400,000 fit-up of expanded space \$600,000 renovation of existing space.
- Total Cost of proposed EOC Project: \$1,333,334
 - Requested FY 2009 EOC Grant Program Federal funds (0.75 x total cost of proposed project): \$1,000,000
 - Grantee matching funds (0.25 x total cost of proposed project): \$333,334.00

(800 Character Max not including spaces)

The 25% local match required for the federal funds requested for the new EOC will be provided by the Vermont Legislature in the 2010 capital budget fiscal year starting July 1, 2009. The requested amount of \$333,334.00 has been submitted to the Vermont Legislature and has been approved for the FY 10 construction year. Additional in-kind funds are being used for the building design and permitting.

II. OVERALL

- This response describes what will be implemented and accomplished by this Investment. (1,800 Character Max not including spaces)
-

This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of expanded EOC space for operations (2nd floor); 1,000 square feet of **fit-up** shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of **renovated** space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods. Flood proofing of the basement of the existing building will also be conducted for electrical infrastructure, computer servers and connections. All windows for the renovated EOC portion will be completely replaced for energy efficiency and will be historically accurate with the existing building.

The renovated space in the existing building will be considered common space for Emergency Management, Homeland Security, State Police, Forensics Laboratory and the Fire Safety Division – all serving under the umbrella of the Vermont Department of Public Safety and all response partners under the ESF functions of emergency management.

The fit-up of expanded space plus renovated space will allow for adequate staffing of the EOC and allow for training and exercises onsite instead of rental space offsite. During emergency activations, the new EOC and secure entry space will provide for a smooth and efficient flow of

operations during critical periods with expanded areas necessary for support staffing. Situational awareness will improve as will the service to the 251 communities which the State EOC serves.

III. NEEDS ASSESSMENT

- The response describes how the project will address the identified deficiencies or needs.
(1,800 Character Max not including spaces)
-

An EOC self-assessment was first performed in 2003 through a 2002 Supplemental Appropriation, CFDA 83.563, EOC Assessment Phase I. Several areas were evaluated including: security, sustainability, interoperability and flexibility as well as risk analysis for hazards and an alternate EOC. Results were rated “poor” in all areas of assessment, due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations.

In 2004, a follow-up report was conducted by TransSystems Corporation on needs and gaps within the existing facility and to provide suitable options for expanding, constructing and equipping a modern EOC for Vermont. The consulting firm completed their analysis in June 2005. The results prioritized a need for a new multi-purpose public safety facility to: accommodate current and future staffing needs; eliminate identified flood risk, provide expansion capabilities and self-sufficiency for extended periods; and incorporate up-to-date technology advances for faster and more efficient emergency response.

Since the 2005 report, several potential sites have been evaluated and proposed; however, state and federal funds were unavailable for purchase and construction. A new Forensics Laboratory had been identified as a top priority for the Department of Public Safety with an expanded EOC as the second priority. Both will be accomplished at the same time and will accomplish several goals and objectives: 1) provide for a cost effective modest expansion to the current EOC (Federal funds) in conjunction with a new Forensics Lab (State funds), 2) provide much needed space and a training facility, and 3) flood proof the existing basement.

IV. INVESTMENT IMPACT

- The response describes how the Investment will mitigate needs and deficiencies outlined in the Needs Assessment portion of the Investment Justification.
(1,500 Character Max not including spaces)
-

This project will enhance emergency management capabilities for the state by providing adequate space, training facilities, EOC operational and situational awareness capabilities (through extra square footage space and technology), joint information center abilities to inform the public on safety and potential hazards, and the logistical amenities (dining and bathroom facilities) that must be available for sustained emergency operational periods. The basement of the existing building will be flood proofed by relocating electrical utilities, outlets and computer servers above the 500 year flood level.

The expanded and fit-up lobby and EOC addition - two floors (1,000 square feet for each floor) will provide for enhanced security for entry into the building as well as an expanded EOC (2nd floor). It will include a central heating and air system and two walls for situational display. Electrical wires and outlets will be located under a raised floor in the expanded portion as well as in the existing renovated portion and no longer present an electrical hazard in the EOC. The expanded section will be backed up by a second generator that will also serve the Forensics Lab portion of the expanded addition (funded through state dollars and not part of this application).

The design for this project is in conjunction with the plans and permits for the Forensics Lab (32,000 s/f) which is Phase I. Phase II consists of the EOC fit-up and renovation of space. The 2,500 s/f renovation of the existing space will occur when the lab moves to its new space. The renovated space will be considered shared common space when not in use for emergency operations, training or exercising. After years of analysis and review of cost to implement recommendations, this plan is the most cost effective and efficient use of limited state and federal funds.

V. PRE-EXISTING PLANNING

- The response describes how the Facility Assessment and Hazard-Resistance Guidance have helped identify and mitigate against the needs and deficiencies described in the Investment challenges portion of the Investment Justification.(2,200 Character Max not including spaces)

VT Emergency Management personnel have been working with architects and engineers on the current building design through the State Department of Buildings since 2008. Plans have been drawn up and local permits from the town of Waterbury, Vermont have been received as of November 2008. The Division of Fire Safety that oversees building codes for the entire state of Vermont has been consulted during each step of the design and permitting stage. Construction plans for the new Forensics Lab and connecting shell for the lobby and expanded EOC space were approved in July 2009 as part of Phase I and paid for through 100% state funds. No federal dollars are part of Phase I. Phase II for the EOC fit-up and renovation of existing space (Federal funds) will follow Phase I as soon as all required Phase II Federal approvals are received.

The following publications were reviewed as guidance for new construction and renovation although no federal funds are being used for new Phase I construction: FEMA 426/452, 361, 543, 310 (ASCE 31) and 356. This project incorporates the following:

- The construction plans call for fill to raise the addition out of the 500 year flood plain which has been determined to be the highest physical risk to the critical facility. Engineering studies have been completed and determined that the fill will result in 1/8th inch rise in floodplain due to displacement and this was determined to be insignificant in the permitting process.
- The State of VT carries commercially purchased flood insurance for all State owned property except those within a 100 year flood plain subject to the (policy) deductible of \$100,000. The addition of the new EOC expansion and Forensics Lab as proposed will be elevated above the 500 year elevation.
- A seismic risk assessment was conducted and determined that Vermont is not in a high risk area. The largest seismic event in Vermont's recent history was a magnitude 4.2 in 1962 where no significant damage was experienced.
- Flood proofing of electrical panels, outlets and utility services for the existing facility will be completed as part of the renovation of the basement in the existing facility using the critical facility building codes in the State of Vermont, as developed through national standards.
- An Environmental and Historic Preservation (EHP) Compliance review will be conducted by FEMA prior to the construction or expenditure of construction funds on this project.

VI. FUNDING PLAN

- The response references the appropriate activities and outlines estimated costs used specifically for the Investment. (800 Character Max not including spaces)

Estimates for Fit-up of expanded EOC and renovation of existing EOC and offices –

- \$200,000 for first floor to fit-up of 1,000 square foot entry, 1 handicap bathrooms, heating, cooling, security features in lobby.
- \$200,000 for second floor fit-up of 1,000 square feet of expanded emergency operation space to include: display wall for situational awareness, heating, cooling, mechanical, electrical with raised floor.
- \$200,000 for existing 2nd floor renovation includes: raised floor for electrical, second display wall for situational awareness, expanded heating and cooling updates.
- \$200,000 for flood proofing all electrical utilities, cables, computers and panels in the basement of the existing building.
- \$200,000 for renovation of existing 2nd floor windows and bathrooms. This includes replacing approximately 31 old windows on the second floor with new energy efficient windows that are historically appropriate for the existing building at \$2500 each, plus two renovated bathrooms and plumbing with handicap facilities and multiple stalls.

Total Federal Funds - \$1,000,000

State Match - \$333,334 for renovation of 2,500 s/f of existing 1st floor space including replacement of 31 old windows with new energy efficient windows , 2 enlarged handicap bathrooms with lockers, showers and multiple stalls, a training room, a joint information center, secure storage space and a small kitchen and dining area.

VII. FUNDING SOURCES

- The response addresses aggregate funds required and provides rationale for what is estimated to be sufficient funding for implementation and sustainment of Investment.

(800 Character Max not including spaces)

Matching funds of \$333,334 are from the State's Capital Budget which was approved in the 2009 legislative session and became available July 1, 2009. The fit-up in the expanded 2,000 square feet plus the additional renovated 2,500 square feet will provide the necessary space for efficient and adequate EOC operation and emergency management offices. Energy efficiency will dramatically improve ongoing operational costs. Ongoing funds to sustain the facility and operations will come from a variety of resources including but not limited to:

- Federal - Emergency Management Performance Grants (EMPG) (\$2.5 million+), Hazard Mitigation Grant Program
- Non-Federal - Radiological off-site planning and evacuation planning (\$1.7 million)
- Hazardous Material Funds, Tier II – (\$600k)
- State Funds – Transportation – (\$64k)

VIII. INVESTMENT CHALLENGES

- The information provided will be scored based on the indication of an understanding of the Investment's risk, including cost and schedule. (2,000 Character Max not including spaces)
-

All fit-up and renovation permits will be reviewed by the Department of Fire Safety for conformance with local building codes. The existing challenges will be to secure off-site offices during the renovation period while maintaining continuity of operations. An alternate EOC is secured for emergency use.

A final EHP evaluation needs to be completed by FEMA prior to expending any fit-up or renovation funds for this project.

IX. PROJECT MANAGEMENT

- Response describes, at a high level, the roles and responsibilities of the management team, governance structures, and subject matter expertise required to manage the Investment. (2,000 Character Max not including spaces)
-

The design and construction plans for the fit-up and renovation are coordinated among several states agencies. Key points of contact within each agency for various components are working together under an umbrella structure to assure a coordinated and successful Investment Strategy. The project involves a state-owned building.

- Vermont Buildings and General Services – Commissioner - Project oversight, management of engineers, architects, and administration for construction and permitting aspects. Provide bid documents oversee details.
- Department of Public Safety – Commissioner/Maj. Sheets – Coordinator for fit-up and existing reconfiguration of space. Applicant for State funds.
 - Division of Vermont Emergency Management - Director – Interior design of expanded EOC portion and renovation of existing space. Applicant for Federal funds, tenant of existing and proposed EOC space.
 - Division of Criminal Justice, Forensics Lab – Director – Functional design of new lab (state funded).
 - Division of Fire Safety – Director – Technical assistance with building codes to assure compliance.
 - Division for Historic Preservation - State Historic Preservation Officer (SHPO), reviews and approves site and design addition for impact on historic sites and historic architecture.
- Agency of Natural Resources, Department of Environmental Conservation – Responsible for state permits.
- FEMA – EHP compliance review and Grantor.

X. MILESTONES

- Milestones collectively present a clear sequence of events that will allow the investment to reach its objectives for this period of performance.

(1,000 Character Max not including spaces)

The performance period of this grant - 36 months. Expected milestones:

1. April/May 2009 - Grant award is announced.
2. April 2009 – State permit application submitted. Construction drawings completed for the new Forensics Lab - 32,000 square feet (state funds) and the shell for the expanded EOC with security addition of 2,000 square feet.
3. July 2009 – New state fiscal year, state matching funds are made available.
4. July 2009 – State permits granted, construction project goes to bid.

5. August 2009 – Groundbreaking for the new lab and the expanded EOC.
6. Fall 2010 – New Forensics Lab is completed and dedication ceremony takes place.
7. Spring 2011 – Expanded EOC and renovated space ready for occupancy.
8. Early Summer 2011 – Ribbon cutting with Governor, Congressional representatives, first responders, emergency management ESF partners, EM staff.
9. Fall 2011 – Grant close-out and program audit.



Department of Homeland Security FEMA
Grant Programs Directorate

Grant

PAGE 1 OF 2

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Vermont Department of Public Safety 103 South Main Street Waterbury, VT 05671-2101		4. AWARD NUMBER: 2009-EO-MX-0024	
		5. PROJECT PERIOD: FROM 06/01/2009 TO 05/31/2012 BUDGET PERIOD: FROM 06/01/2009 TO 05/31/2012	
1A. GRANTEE IRS/VENDOR NO. 036000274		6. AWARD DATE 07/24/2009	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT \$ 0	
3. PROJECT TITLE FY 09 Emergency Operations Center Grant Program		10. AMOUNT OF THIS AWARD \$ 1,000,000	
		11. TOTAL AWARD \$ 1,000,000	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, P.L. No. 110-329			
15. METHOD OF PAYMENT PARS			
16. TYPED NAME AND TITLE OF APPROVING DHS OFFICIAL W. Ross Ashley, III Assistant Administrator, Grant Programs		16. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL [Redacted]	
17. SIGNATURE OF APPROVING DHS OFFICIAL 		17. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	
		19A. DATE 7/27/09	
20. ACCOUNTING CLASSIFICATION FISCAL YEAR: X M EO 10 00 00 1000000 BUD. ACT. OFC. 0009			

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of the page

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Homeland Security
FEMA
Grant Programs Directorate

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 2

PROJECT NUMBER 2009-EO-MX-0024

AWARD DATE 07/24/2009

SPECIAL CONDITIONS

1. The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local and Indian Tribal Governments (OMB Circular A-87)

2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)

3. 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122)

4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements

1. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

2. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.
3. The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2009 Emergency Operations Center Guidance and Application Kit.
4. The recipient shall not undertake any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. Recipient must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the recipient must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the recipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any construction activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.
5. The grantee is prohibited from obligating, expending or drawing down funds provided through this award until a Budget Review is completed and approved by FEMA and a release of funds notice has been issued removing this special condition.

TBC



Department of Homeland Security, FEMA

Grant Programs Directorate

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Jeffrey Hall, GPD NEPA Liaison

Subject: Incorporates NEPA Compliance in Further Developmental Stages for Vermont Department of Public Safety

The recipient shall comply with all applicable Federal, State, and local environmental and historic preservation (EHP) requirements and shall provide any information requested by FEMA to ensure compliance with applicable laws including: National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), Wetlands (11990) and Environmental Justice (12898). Failure of the recipient to meet Federal, State, and local EHP requirements and obtain applicable permits may jeopardize Federal funding. Recipient shall not undertake any project having the potential to impact EHP resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings that are 50 years old or greater. Recipient must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the recipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, the recipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any construction activities that have been initiated prior to the full environmental and historic preservation review will result in a non-compliance finding.



Department of Homeland Security
FEMA
Grant Programs Directorate

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2009-EO-MX-0024

PAGE 1 OF 1

This project is supported under Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009, P.L. No. 110-329

1. STAFF CONTACT (Name & telephone number)

Ann Mulvaney
(617) 956-7637

2. PROJECT DIRECTOR (Name, address & telephone number)

Barbara Farr
Director, Vermont Emergency Management
103 South Main Street
Waterbury, VT 05671-2101
(802) 241-5376

3a. TITLE OF THE PROGRAM

FY 09 Emergency Operations Center Grant Program

3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)

4. TITLE OF PROJECT

FY.09 Emergency Operations Center Grant Program

5. NAME & ADDRESS OF GRANTEE

Vermont Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 06/01/2009 TO: 05/31/2012

8. BUDGET PERIOD

FROM: 06/01/2009 TO: 05/31/2012

9. AMOUNT OF AWARD

\$ 1,000,000

10. DATE OF AWARD

07/24/2009

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

Through this accord, the Vermont Department of Public Safety will use grant funding in the amount of \$1,000,000 from the Fiscal Year 2009 Emergency Operations Center (EOC) Grant Program for costs related to emergency management and preparedness capabilities by supporting flexible, sustainable, secure, and interoperable EOCs with a focus on addressing identified deficiencies and needs.

Grant funding is provided to support the following Emergency Operations Center:

Vermont Emergency Management Agency - \$1,000,000



FEMA

August 31, 2009

Ms. Barbara Farr
Director of Emergency Management
State of Vermont
Department of Public Safety
103 Main Street
Waterbury, VT 05671-2101

Re: FY 09 Emergency Operations Center Amendment
Grant #2009-EO-MX-0024

Dear Ms. Farr,

I am pleased to inform you that the amended investment justification and programmatic narrative for your FY 09 Emergency Operations Center (EOC) grant have been reviewed and approved by the DHS/FEMA Region One Grant Services Branch. The edited responses reflect the renovations that will take place in the current EOC, updating the building to provide for an all-hazards response. Grant funding will ensure the modernization of the EOC, and allow for effective emergency management.

As the timeline for the renovations gets closer, please be sure to submit succinct milestones that will be met through the duration of the grant award period. These benchmarks will be reviewed, along with grant reports, by the regional program analyst.

Thank you for the thorough responses to the Grant Services Branch. If you have any questions or concerns regarding the grant, please contact Betsy Snell, Program Analyst, at 617-956-7516. She will continue to assist you with the programmatic areas of the grant. If you have any financial issues, please contact Dana Bourne, Grants Management Specialist, at 617-832-4786.

Please do not hesitate to contact us if you have any additional issues or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul F. Ford".


Paul F. Ford
Acting Regional Administrator
DHS/FEMA Region I

Cc: Jack Sullivan, DHS/FEMA Region I



FEMA

To: Commissioner Thomas R. Tremblay
Vermont Department of Public Safety

From: Lynn Wright 
Grant Services Branch Chief
U.S. Department of Homeland Security
Federal Emergency Management Agency (FEMA)
Region I

Date: September 23, 2009

Re: Grant Adjustment Notice (Release of Funds)
Emergency Operations Center Grant (EOC)
Award: 2009-EO-MX-0024

Subject: Removal of Special Condition #5: Prohibiting the obligating, expending or drawing down of funds provided through this award until a Budget Review is completed and approved by FEMA and a release of funds notice has been issued removing this special condition.

This letter serves as official notification from FEMA that your revised budget has been reviewed and approved. Special Condition #5 has been removed and all award funds have been released.

Please print and include this notice in your official grant file.

Should you have any questions or concerns please do not hesitate to contact Dana Bourne, Grants Management Specialist, at 617-832-4786 or Dana.Bourne@dhs.gov.

cc: Betsy Snell, DHS/FEMA Program Analyst
Official Grant File

Opportunity Title:	Fiscal Year 2009 Emergency Operations Center (EOC) Gran
Offering Agency:	Department of Homeland Security - FEMA
CFDA Number:	97.001
CFDA Description:	Pilot Demonstration or Earmarked Projects
Opportunity Number:	DHS-09-GPD-052-1970
Competition ID:	
Opportunity Open Date:	
Opportunity Close Date:	02/27/2009
Agency Contact:	Centralized Scheduling & Information Desk (CSID) Help Line at (800) 368-6498 or via e-mail at askcsid@dhs.gov

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application, and then apply.

I will be submitting applications on my behalf, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: 2009 Vermont EOC

Mandatory Documents

	Move Form to Complete
	Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Assurances for Non-Construction Programs (SF-42)
Grants.gov Lobbying Form

Optional Documents

Budget Information for Non-Construction Program.
Project Abstract Summary
Key Contacts
Attachments

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Budget Information for Construction Programs (S.
Assurances for Construction Programs (SF-424D)
Disclosure of Lobbying Activities (SF-LLL)
Other Attachments Form

Instructions

- 1 Enter a name for the application in the Application Filing Name field.
 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- 2 Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.
 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- 3 Click the "Save & Submit" button to submit your application to Grants.gov.
 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify) _____
--	--	---

* 3. Date Received: 02/26/2009	4. Applicant Identifier: _____
-----------------------------------	-----------------------------------

5a. Federal Entity Identifier: _____	* 5b. Federal Award Identifier: _____
---	--

State Use Only:

6. Date Received by State: _____	7. State Application Identifier: _____
----------------------------------	--

8. APPLICANT INFORMATION:

* a. Legal Name: Vermont Department of Public Safety

* b. Employer/Taxpayer Identification Number (EIN/TIN): 03-6000274	* c. Organizational DUNS: 809376692
---	--

d. Address:

* Street1: 103 South Main Street
Street2: _____
* City: Waterbury
County: _____
* State: VT: Vermont
Province: _____
* Country: USA: UNITED STATES
* Zip / Postal Code: 05671

e. Organizational Unit:

Department Name: Public Safety	Division Name: Emergency Management
-----------------------------------	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____ * First Name: Barbara
Middle Name: _____
* Last Name: Parr
Suffix: _____

Title: Director, Vermont Emergency Management

Organizational Affiliation:

* Telephone Number: 802-241-5376 Fax Number: _____

* Email: grantnotification@dps.state.vt.us

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Department of Homeland Security - FEMA

11. Catalog of Federal Domestic Assistance Number:

97.001

CFDA Title:

Pilot Demonstration or Earmarked Projects

* 12. Funding Opportunity Number:

DHS-09-GPD-052-1970

* Title:

Fiscal Year 2009 Emergency Operations Center (EOC) Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Statewide

* 15. Descriptive Title of Applicant's Project:

Vermont's FY 2009 Emergency Operations Center

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,000,000.00"/>
* b. Applicant	<input type="text" value="333,334.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,333,334.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

[Empty text input area for Applicant Federal Debt Delinquency Explanation]

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Tracy O'Connell</p>	<p>* TITLE</p> <p>Commissioner</p>
<p>* APPLICANT ORGANIZATION</p> <p>Vermont Department of Public Safety</p>	<p>* DATE SUBMITTED</p> <p>02/26/2009</p>

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION		
Vermont Department of Public Safety		
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE		
Prefix: Mr.	* First Name: Thomas	Middle Name: R
* Last Name: Tremblay	Suffix:	
* Title: Commissioner		
* SIGNATURE: Tracy O'Connell	* DATE: 02/26/2009	

BUDGET INFORMATION - Construction Programs

OMB Approval No. 4040-0008
Expiration Date 07/30/2010

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
2. Land, structures, rights-of-way, appraisals, etc.	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
3. Relocation expenses and payments	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
4. Architectural and engineering fees	\$ <input type="text" value="10,000.00"/>	\$ <input type="text"/>	\$ <input type="text" value="10,000.00"/>
5. Other architectural and engineering fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
6. Project inspection fees	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
7. Site work	\$ <input type="text" value="50,000.00"/>	\$ <input type="text"/>	\$ <input type="text" value="50,000.00"/>
8. Demolition and removal	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
9. Construction	\$ <input type="text" value="1,273,334.00"/>	\$ <input type="text"/>	\$ <input type="text" value="1,273,334.00"/>
10. Equipment	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
11. Miscellaneous	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
12. SUBTOTAL (sum of lines 1-11)	\$ <input type="text" value="1,333,334.00"/>	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="1,333,334.00"/>
13. Contingencies	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
14. SUBTOTAL	\$ <input type="text" value="1,333,334.00"/>	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="1,333,334.00"/>
15. Project (program) income	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="0.00"/>
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ <input type="text" value="1,333,334.00"/>	\$ <input type="text" value="0.00"/>	\$ <input type="text" value="1,333,334.00"/>
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter eligible costs from line 16c Multiply X <input type="text" value="75"/> % Enter the resulting Federal share.			\$ <input type="text" value="1,000,000.50"/>

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Approval No.4040-0009
Expiration Date 07/30/2010

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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
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12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	* TITLE Commissioner
* APPLICANT ORGANIZATION Vermont Department of Public Safety	* DATE SUBMITTED 02/26/2009

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Vermont Department of Public Safety * Street 1: 103 South Main Street Street 2: * City: Waterbury State: VT: Vermont Zip: 05671 Congressional District, if known: 00		
5. If Reporting Entity in No.4 is Subawardee. Enter Name and Address of Prime:		
6. * Federal Department/Agency: Department of Homeland Security - FEMA	7. * Federal Program Name/Description: Pilot Demonstration or Earmarked Projects CFDA Number, if applicable: 97.001	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ 1,000,000.00	
10. a. Name and Address of Lobbying Registrant: Prefix: * First Name: n/a Middle Name: * Last Name: n/a Suffix: * Street 1: Street 2: * City: State: Zip:		
b. Individual Performing Services (including address if different from No. 10a) Prefix: * First Name: n/a Middle Name: * Last Name: n/a Suffix: * Street 1: Street 2: * City: State: Zip:		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
* Signature: Tracy O'Connell		
* Name: Prefix: Mr. * First Name: Thomas Middle Name: R * Last Name: Tremblay Suffix:		
Title: Commissioner	Telephone No.: 802-244-8718	Date: 02/26/2009
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Other Attachment File(s)

* Mandatory Other Attachment Filename:

To add more "Other Attachment" attachments, please use the attachment buttons below.

FY 2009 EOC Grant Program Investment Justification and Scoring Criteria

I. APPLICANT INFORMATION

- Emergency Operations Center Name: State of Vermont Emergency Operations Center
- FY 2009 EOC Grant Program Project Name: State Emergency Operations Center
- Indicate whether a State, Local, or Tribal EOC: State
- Indicate whether a competitive or non-competitive EOC: Non-competitive
- Dun and Bradstreet Number: 809376692
- Identify any FY 2008 EOC Grant Program funding received, including amount, or any FY 2009 noncompetitive EOC Grant Program funding designated: \$1,000,000 designated
- Identify any FY 2009 EMPG funding allocated, including amount: \$2,667,745
- Investment Type: Construction or Renovation: \$750,000 new construction, \$250,000 renovation
- Total Cost of proposed EOC Project: \$1,333,334
 - Requested FY 2009 EOC Grant Program Federal funds (0.75 x total cost of proposed project): \$1,000,000
 - Grantee matching funds (0.25 x total cost of proposed project): \$333,334.00

(800 Character Max not including spaces)

The 25% local match required for the federal funds requested for the new EOC will be provided by the Vermont Legislature in the 2010 capital budget fiscal year starting July 1, 2009. The requested amount of \$333,334.00 has been submitted to the Vermont Legislature and is anticipated to be approved for the FY 10 construction year. Additional in-kind funds are being used for the building design and permitting.

II. OVERALL

- This response describes what will be implemented and accomplished by this Investment. (1,800 Character Max not including spaces)

This project will provide an opportunity to expand the existing State EOC and associated offices from approximately 6,000 square feet to include a 2-story addition with: 1,000 square feet of **new** EOC space for operations (2nd floor); 1,000 square feet of **new** shared lobby space (1st floor) with the Forensics Laboratory; a security check point (for emergency support functions, building visitors, media, trainees) and bathrooms; plus approximately 2,500 additional square feet of **renovated** space for exercises, training, a joint information center, storage, dining area and handicap accessible bathrooms with showers and lockers for extended operational periods. Flood proofing of the basement of the existing building will also be conducted for electrical infrastructure.

The renovated space in the existing building will be considered common space for Emergency Management, Homeland Security, State Police, Forensics Laboratory and the Fire Safety Division – all serving under the umbrella of the Vermont Department of Public Safety and all response partners under the ESF functions of emergency management.

The new expanded space plus renovated space will allow for adequate staffing of the EOC and allow for training and exercises onsite instead of rental space offsite. During emergency activations, the new EOC and secure entry space will provide for a smooth and efficient flow of operations during critical periods with expanded areas necessary for support staffing. Situational awareness will improve as will the service to the 251 communities which the State EOC serves.

III. NEEDS ASSESSMENT

- The response describes how the project will address the identified deficiencies or needs. (1,800 Character Max not including spaces)

An EOC self-assessment was first performed in 2003 through a 2002 Supplemental Appropriation, CFDA 83.563, EOC Assessment Phase I. Several areas were evaluated including: security, sustainability, interoperability and flexibility as well as risk analysis for hazards and an alternate EOC. Results were rated “poor” in all areas of assessment, due to physical limitations with the existing facility, translating to reduced services for the protection of people and property during emergency situations. The current facility is within a 500 year flood plain, limiting growth potential and compromising existing operations.

In 2004, a follow-up report was conducted by TransSystems Corporation on needs and gaps with the existing facility and to provide suitable options for expanding, constructing and equipping a modern EOC for Vermont. The consulting firm completed their analysis in June 2005. The results prioritized a need for a new multi-purpose public safety facility to: accommodate current and future staffing needs; eliminate identified flood risk, provide expansion capabilities and self-sufficiency for extended periods; and incorporate up-to-date technology advances for faster and more efficient emergency response.

Since the 2005 report, several potential sites have been evaluated and proposed however state and federal funds were unavailable for purchase and construction. A new Forensics Laboratory had been identified as a top priority for the Department of Public Safety with a new EOC as the second priority. Both will be accomplished at the same time and will accomplish several goals and objectives: 1) provide for a cost effective modest expansion to the current EOC (Federal funds) in conjunction with a new Forensics Lab (State funds), 2) provide much needed space and a training facility, and 3) flood proof the existing basement.

IV. INVESTMENT IMPACT

- The response describes how the Investment will mitigate needs and deficiencies outlined in the Needs Assessment portion of the Investment Justification.

(1,500 Character Max not including spaces)

This project will enhance emergency management capabilities for the state by providing adequate space, training facilities, EOC operational and situational awareness capabilities (through extra square footage space and technology), joint information center abilities to inform the public on safety and potential hazards, and the logistical amenities (dining and bathroom facilities) that must be available for sustained emergency operational periods. The basement of the existing building will be flood proofed by relocating electrical utilities, outlets and computer servers above the 500 year flood level.

The new EOC addition - two floors (1,000 square feet for each floor) will provide for enhanced security for entry into the building as well as a new EOC (2nd floor). It will include a central heating and air system and with a wall for situational display. Electrical wires and outlets will be located under a raised floor and no longer present a hazard in the EOC. The new section will be backed up by a second generator that will also serve the Forensics Lab portion of the expanded addition (funded through state dollars and not part of this application).

Because the design for this project is in conjunction with the plans and permits for the Forensics Lab (29,000 s/f), this is considered a minor add-on and is a relatively small cost compared to the new lab space. The 2,500 s/f renovation of the existing space will occur when the lab moves to its new space. The renovated space will be considered shared common space

when not in use for emergency operations. After years of analysis and review of cost to implement recommendations, this plan is the most cost effective and efficient use of limited state and federal funds.

V. PRE-EXISTING PLANNING

- The response describes how the Facility Assessment and Hazard-Resistance Guidance have helped identify and mitigate against the needs and deficiencies described in the Investment challenges portion of the Investment Justification. (2,200 Character Max not including spaces)

VT Emergency Management personnel have been working with architects and engineers on the current building design through the state buildings office since 2008. Plans have been drawn up and local permits from the town of Waterbury, Vermont have been received as of November 2008. The Division of Fire Safety that oversees building codes for the entire state of Vermont has been consulted during each step of the design and permitting stage. Design plans for the new addition for the EOC and secure entry as a small add-on are being done in conjunction with the new larger Forensics Lab building. Plans are underway for the renovation of 2,500 s/f that will become available when the existing lab relocates into the new lab. State permits are in the initial stages and a positive response is anticipated. Ground breaking is tentatively scheduled for summer 2009.

The following publications were reviewed as guidance for new construction and renovation: FEMA 426/452, 361, 543, 310 (ASCE 31) and 356. This project incorporates the following:

- The construction plans call for fill to raise the addition out of the 500 year flood plain which has been determined to be the highest physical risk to the critical facility. Engineering studies have been completed and determined that the fill will result in 1/8th inch rise in floodplain due to displacement and this was determined to be insignificant in the permitting process.
- The State of VT carries commercially purchased flood insurance for all State owned property except those within a 100 year flood plain subject to the (policy) deductible of \$100,000. The addition of the new EOC expansion and Forensics Lab as proposed will be elevated above the 500 year elevation.
- A seismic risk assessment was conducted and determined that Vermont is not in a high risk area. The largest seismic event in Vermont's recent history was a magnitude 4.2 in 1962 where no significant damage was experienced.
- Flood proofing of electrical panels, outlets and utility services for the existing facility be part of the renovation of the basement in the existing facility using the critical facility building codes in the State of Vermont, as developed through national standards.
- An Environmental and Historic Preservation (EHP) Compliance review will be conducted by FEMA prior to the construction or expenditure of construction funds on this project.

VI. FUNDING PLAN

- The response references the appropriate activities and outlines estimated costs used specifically for the Investment. (800 Character Max not including spaces)

Architectural and permitting costs - \$10,000. The relatively small cost is due to the efficiency of including the EOC addition onto the larger Forensics Lab addition.

Site work - \$50,000. Includes fill and site work for the 1,000 s/f footprint for a 2 story addition on the existing EOC facility.

Construction – Of the \$940,000 remaining in Federal funds:

- New addition –
 - \$340,000 for first floor – 1,000 s/f lobby for building security, 2 handicap bathrooms.
 - \$400,000 for second floor – 1,000 s/f of expanded emergency operation space with display wall for situational awareness.
- Renovation –
 - \$200,000 for flood proofing all electrical utilities in the basement of the existing building.

Total Federal Funds - \$1,000,000

State Match - \$333,334 for renovation of 2,500 s/f in the existing building for training, media space, expanded bathroom facilities, storage and a small dining area.

VII. FUNDING SOURCES

- The response addresses aggregate funds required and provides rationale for what is estimated to be sufficient funding for implementation and sustainment of Investment.

(800 Character Max not including spaces)

Matching funds of \$333,334 will be from the State's Capital Budget and are anticipated to become available July 1, 2009. The new building construction of 2,000 square feet plus the additional renovated 2,500 square feet will provide the necessary space for efficient and adequate EOC operation and emergency management offices. Ongoing funds to sustain the facility and operations will come from a variety of resources including but not limited to:

- Federal - Emergency Management Performance Grants (EMPG) (\$2.6 million+), Hazard Mitigation Grant Program
- Non-Federal - Radiological off-site planning and evacuation planning (\$1.7 million)
- Hazardous Material Funds, Tier II (\$500k)
- State Funds – Transportation – (\$64k)

VIII. INVESTMENT CHALLENGES

- The information provided will be scored based on the indication of an understanding of the Investment's risk, including cost and schedule. (2,000 Character Max not including spaces)

Existing challenge: The building was renovated in the 1980s as part of a former state mental hospital building originally constructed in 1904. The building is located within a 500 year flood plain.

Potential challenges: Potential challenges include securing all necessary state and federal permits and assurances with respect to the existing building which may be considered an historic structure for preservation purposes. The construction of the new Forensics Lab and smaller EOC addition are planned to be located on fill where the lowest floor will be above the 500 year flood plain elevation. While local permitting has been secured, the state permitting process is in preliminary stages with consultations and engineering studies.

The probability of permitting difficulty is low to medium as all possible efforts are currently taking place to mitigate any adverse impact during the state permitting process. Once

this grant is secured, FEMA will be asked to assess the site as part of the Environmental and Historic Preservation (EHP) Compliance review. Most if not all issues that would concern the EHP would have been addressed in the state environmental review and permitting process.

IX. PROJECT MANAGEMENT

- Response describes, at a high level, the roles and responsibilities of the management team, governance structures, and subject matter expertise required to manage the Investment. (2,000 Character Max not including spaces)

The design and construction plans for the addition and renovation are coordinated among several state agencies. Key points of contact within each agency for various components are working together under an umbrella structure to assure a coordinated and successful Investment Strategy. The project involves a state-owned building.

- Vermont Buildings and General Services – Commissioner - Project oversight, management of engineers, architects, and administration for construction and permitting aspects. Will provide bid documents for construction and oversee details.
- Department of Public Safety – Deputy Commissioner – Coordinator for new addition and existing reconfiguration of space. Applicant for State funds.
 - Division of Vermont Emergency Management - Director – Interior design of new EOC portion and renovation of existing space. Applicant for Federal funds, tenant of existing and proposed EOC space.
 - Division of Criminal Justice, Forensics Lab – Director – Functional design of new lab (state funded).
 - Division of Fire Safety – Director – Technical assistance with building codes to assure compliance.
- Agency of Natural Resources, Department of Environmental Conservation – Responsible for state permits.
- FEMA – EHP compliance review and Grantor.

X. MILESTONES

- Milestones collectively present a clear sequence of events that will allow the investment to reach its objectives for this period of performance.

(1,000 Character Max not including spaces)

The performance period of this grant - 36 months. Expected milestones:

1. April/May 2009 - Grant award is announced.
2. April 2009 – State permit application submitted. Construction drawings completed for the new Forensics Lab - 29,000 square feet (state funds) and the new EOC with security addition of 2,000 square feet.
3. July 2009 – New state fiscal year, state matching funds are made available.
4. July 2009 – State permits granted, construction project goes to bid.
5. August 2009 – Groundbreaking for the new lab and the EOC.
6. Fall 2010 – New Forensics Lab is completed and dedication ceremony takes place.
7. Spring 2011 – New EOC and renovated space ready for occupancy.
8. Early Summer 2011 – Ribbon cutting with Governor, Congressional representatives, first responders, emergency management ESH partners, EM staff.
9. Fall 2011 – Grant close-out and program audit.

**Dept. of Public Safety
Administration Division
Accounting Unit**

Memo

To: David Beatty, Budget & Management Analyst
From: Tracy O'Connell, Programs Administration Supervisor *TO*
Date: 09/28/09
CC: file
Re: Request for Grant Acceptance

Attached you will find a Request for Grant Acceptance for the Emergency Operations Center (EOC) Grant Program received from FEMA.

If you have any questions, please contact me at 802-241-5574 or toconnel@dps.state.vt.us.

Thank you.