



**KENAI PENINSULA BOROUGH
GRANTS MANAGEMENT**

M E M O R A N D U M

TO: Blaine Gilman, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Mayor Navarre *mn*
Tammy Goggia, Public Safety Communication Manager *Tammy Goggia*

FROM: Brenda Ahlberg, Community & Fiscal Projects Manager *Brenda Ahlberg*

DATE: September 15, 2016

SUBJECT: O2016-19-08. Accepting and Appropriating \$491,930.94 from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to Purchase Radio Consoles and to Conduct Training (Mayor)

As cited in the September 8, 2016 memo:

The award letter and performance period requirements will be provided at the public hearing. The CERT Coordinator and the SPCC Manager will work with the named project manager Scott Walden, Emergency Management Director, to ensure projects are completed.

The following update is provided to the Assembly:

1. The award letter is attached.
2. The named project manager is Tammy Goggia, Public Safety Communication Manager.
3. Performance period ends September 30, 2018.



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Military and
Veterans Affairs

Division of Homeland Security
and Emergency Management

P.O. Box 5750
JBER, AK 99505-0750
Main: 907.428.7000
Fax: 907.428.7009
www.ready.alaska.gov

September 6, 2016

The Honorable Mike Navarre, Mayor
Kenai Peninsula Borough
144 N Binkley Street
Soldotna, AK 99669



RE: 2016 State Homeland Security Program, EMW-2016-SS-0002
State Grant No.: 20SHSP-GY16

Certified Mail #: 9171 9690 0935 0126 7427 37

Dear Mayor Navarre:

The Division of Homeland Security and Emergency Management (DHS&EM) received funds from the U.S. Department of Homeland Security under the 2016 State Homeland Security Program. We are pleased to award the Kenai Peninsula Borough the amount of \$491,930.94 under this grant. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events.

Please review the Grant Requirement and Program Terms and Conditions as articles have changed to incorporate the provisions of 2 CFR Part 200. All changes to these items will be discussed at the 2016 Grant Kick-Off Meetings. Participation at a Kick-Off Meeting is required.

Please review Project Budget Details for Environmental and Historical Preservation requirements and approved project specifics. As a reminder, all procurement transactions must be conducted in a manner providing full and open competition. To ensure this, DHS&EM requires a Procurement Method Report with every expense (with the exception of local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant. In addition, all service contracts, purchases over \$25,000, and non-competitive/sole source purchases must be pre-approved by DHS&EM. Please see the Procurement Method Report for additional details.

Enclosed are two pre-signed Obligor Award Documents (OAD). Please review the information for accuracy and review any Special Conditions. Sign both OADs, keep one original for your records, and return the other original within 30 days of jurisdiction receipt to:

State Administrative Agency (SAA) Point of Contact
PO Box 5750
JBER, AK 99505

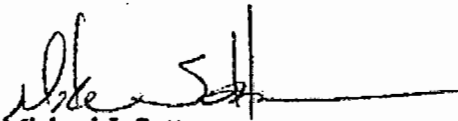
Mayor Navarre
September 6, 2016
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If the OADs cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form and instructions are available for download on DHS&EM's Grants website, <http://ready.alaska.gov/grants.htm>.

If signatory points of contacts have changed since submittal of the application, please complete and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on DHS&EM's Grants website. If needed, Electronic Payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Adrian Avey, at (907) 428-7027, (800) 478-2337, or by email at mva.grants@alaska.gov.

Sincerely,



Michael J. Sutton
Deputy Director

Enclosures: (2 originals) Obligating Award Document
Project Budget Details Report
Quarterly Activities Plan
EHP Screening Memo

cc: Tammy Goggia, Jurisdiction Project Manager
Craig C. Chapman, Jurisdiction Chief Financial Officer