C-122495

MEMORANDUM OF AGREEMENT FOR PARTICIPATION IN THE NATIONAL URBAN SEARCH & RESCUE RESPONSE SYSTEM

Memorandum of Agreement between the U.S. Department of Homeland Security, acting through the Federal Emergency Management Agency, the State of California, and the Los Angeles Fire Department, the Sponsoring Agency of California Task Force 1, regarding participation in the National Urban Search & Rescue Response System.

I. PARTIES

The parties to this Agreement are the Department of Homeland Security, acting through the Federal Emergency Management Agency, the State of California, and the Los Angeles Fire Department, the Sponsoring Agency of California Task Force 1.

II. AUTHORITY

This Agreement is authorized under the Homeland Security Act as amended (6 U.S.C. §§ 101 et seq.); the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S.C. §§ 5121-5206); and the National Urban Search & Rescue Response System Interim Final Rule, 70 Fed. Reg. 9182 (Feb. 24, 2005), codified at 44 CFR Part 208. (Upon the effective date of a Final Rule, the Final Rule will supersede the cited Interim Final Rule and its provisions shall prevail over any contrary provisions of the Interim Final Rule.)

III. PURPOSE

This Agreement sets forth responsibilities with respect to participation in the National Urban Search & Rescue Response System.

IV. DEFINITIONS

A. DHS means the Department of Homeland Security.

<u>FEMA</u> means the Federal Emergency Management Agency, an operational component of DHS.

<u>FEMA-Sanctioned Training or Exercise</u> means a training session or exercise sponsored by an organization other than FEMA, which has received FEMA approval.

<u>Regulations</u> means the National Urban Search & Rescue Response System regulations published at 44 CFR Part 208.

<u>Preparedness Cooperative Agreement</u> means a Preparedness Cooperative Agreement as defined in Section 208.2 of the Regulations.

Stafford Act means the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S.C. §§ 5121-5206).

<u>System Resources</u> means System Members, canines, tools and equipment maintained by a Sponsoring Agency, Participating Agency, or Affiliated Personnel for use as part of the System.

<u>Task Force Program Manager</u> means the person designated by the Sponsoring Agency to be responsible for the day-to-day administration and management of the Task Force.

B. The following terms, as used in this Memorandum of Agreement, have the meaning set forth in the Stafford Act at 42 U.S.C. § 5122:

Major Disaster

Emergency

C. The following terms, as used in this Agreement, have the meaning set forth in Section 208.2 or 208.32 of the Regulations:

Activated or Activation

Advising or Advisory

Affiliated Personnel

<u> Alert</u>

Demobilization Order

Participating Agency

Preparedness Cooperative Agreement

Sponsoring Agency

System or National Urban Search & Rescue Response System

System Member

Task Force

US&R or Urban Search and Rescue

V. RESPONSIBILITIES

- A. DHS, through FEMA, is responsible for developing and administering the System, and its responsibilities include:
 - 1. Promulgating the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - Maintaining overall direction and control of System Resources engaged in System activities, as contemplated in the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - 3. Maintaining an advisory and consultative structure for communicating and consulting with System participants with respect to the responsibilities set forth in this section, as appropriate;
 - 4. Preparing, providing, and maintaining a Preparedness Cooperative
 Agreement and a Response Cooperative Agreement with the Sponsoring
 Agency, in accordance with the Regulations, standards, policies, procedures,
 directives, and overall concept of operations for the System;
 - 5. Providing preparedness funding to the Sponsoring Agency, in accordance with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - 6. Developing, scheduling, and delivering FEMA-Sponsored Training and Exercises:
 - Granting FEMA sanction to training and exercises in accordance with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - Maintaining overall direction and control of System Resources engaged in FEMA-Sanctioned Training and Exercises and FEMA-Sponsored Training and Exercises;
 - 9. Evaluating System and performance in accordance with the Regulations, standards, policies and procedures and directives of the System;
 - 10. Advising, Alerting, Activating and Demobilizing System Resources;
 - 11. Obtaining the consent of the State, if applicable, and the Sponsoring Agency to Alert or Activate System Resources, in accordance with the Regulations, standards, policies and procedures of the System;
 - 12. Appointing System Members into Federal service at appropriate times;

- Taking steps as necessary to ensure coverage for System Members under the Federal Employees Compensation Act, the Federal Tort Claims Act, and the Public Safety Officers Benefit Act during FEMA-Sponsored Training and Exercises, FEMA-Sanctioned Training and Exercises, Alert, and Activation, to the extent allowed by law;
- 14. Processing claims for Federal employee benefits, as set forth in the Regulations and this Agreement;
- 15. Maintaining overall direction and control of System Resources engaged in System activities during Alert or Activation;
- 16. Providing ground, air, rail, or marine transportation for System Resources during Alert or Activation, as required;
- 17. Providing re-supply and logistical support for System Resources during Activation;
- 18. Establishing, developing, administering, Advising, Alerting, Activating, Demobilizing, and maintaining overall direction and control of System management teams, as appropriate;
- 19. Notifying the Sponsoring Agency when FEMA has Alerted, Activated, or Deactivated a Task Force member for participation on a System management team or in a technical function;
- 20. Scheduling and conducting periodic meetings of System advisory committees and other consultative bodies;
- 21. Processing claims for reimbursement in accordance with the Regulations; and
- 22. Ensuring proper coordination and cooperation within FEMA, between FEMA and other DHS components and entities, and between FEMA and other Federal, state, local, and private-sector entities for the purpose of System activities.
- B. The State, if applicable, is responsible for:
 - 1. Maintaining 24-hour per day capability to receive a request for Alert or Activation of System Resources and to accept or decline the request within one hour; and
 - Using Task Forces resident within the State as State assets before requesting additional Task Forces from FEMA in anticipation of, or in response to, a disaster or emergency within the State for which the State or its local governments have primary responsibility, unless the resources have been otherwise committed.

- C. The Sponsoring Agency is responsible for organizing and administering the Task Force, and this responsibility includes the following:
 - 1. Recruiting and training the Task Force, according to the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System promulgated by FEMA;
 - Designating a Task Force Program Manager, as well as other such persons as required by the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - 3. Executing a Preparedness Cooperative Agreement and a Response Cooperative Agreement with FEMA, in accordance with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - 4. Providing administrative, financial, and personnel management for the Task Force, to include providing FEMA with all documentation required to appoint System Members into Federal service;
 - 5. Maintaining such agreements with Participating Agencies and Affiliated Personnel as are required under the Regulations, standards, policies, directives, procedures, and overall concept of operations for the System. Agreements with Participating Agencies and Affiliated Personnel for System activities must be consistent with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System, and this Memorandum of Agreement. All agreements with Participating Agencies must include an express authorization for the Sponsoring Agency to commit an employee of the Participating Agency to Federal service. All agreements with Affiliated Personnel must include an express authorization for the Sponsoring Agency to commit the individual to Federal service;
 - 6. Registering and qualifying all Task Force medical personnel, as required under the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - Requesting FEMA sanction for training and exercises, in accordance with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
 - 8. Notifying FEMA when there is a change in the operational status of the Task Force;
 - 9. Maintaining 24-hour per day capability to receive a request for Alert or Activation of System Resources and to accept or decline the request within one hour;

- 10. Acquiring, maintaining, and accounting for equipment, in accordance with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
- 11. Complying with financial, administrative, acquisition, reimbursement, and reporting requirements set forth in the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
- 12. To the extent that the Sponsoring Agency chooses to provide System Members for System management teams and technical functions, or for any FEMA advisory and consultative entities, complying with financial, administrative, acquisition, reimbursement, and reporting requirements set forth in the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System with respect to these System Members;
- 13. Keeping all records relating to the Task Force, in accordance with the Regulations, standards, policies, procedures, directives, and overall concept of operations for the System;
- 14. Submitting to FEMA a copy of any agreements it maintains with any Participating Agency and Affiliated Personnel; and
- 15. Processing state and local employee benefit claims for which a System Member may be eligible.

VI. POINTS OF CONTACT

A. DHS/FEMA:

Branch Chief, Urban Search & Rescue Branch Federal Emergency Management Agency U.S. Department of Homeland Security 500 C.Street, SW Washington, DC 20472 (202) 212-2279

B. Sponsoring Agency:

Brian L. Cummings Chief, Los Angeles Fire Dept. 200 N Main Street, Room 1800 Los Angeles, CA 90012 213-978-3800

C. State Agency:

Fire Chief, California Governors Office of Emergency Services Fire Rescue Branch 3650 Shriever Avenue Mather, CA 95655-4203

VII. OTHER PROVISIONS

A. Financial Arrangements

- 1. FEMA shall provide the Sponsoring Agency with funding for preparedness activities pursuant to a Preparedness Cooperative Agreement, in accordance with the Regulations.
- 2. FEMA shall reimburse the Sponsoring Agency for costs incurred in System response activities pursuant to a Response Cooperative Agreement, in accordance with the Regulations.
- 3. All financial commitments are subject to the availability of funds. Nothing in this Agreement obligates funds of the respective parties.

B. Title to Equipment

- 1. Title to equipment purchased and maintained by the Sponsoring Agency with funds provided under a cooperative agreement prior to February 24, 2005 vests in the Sponsoring Agency in accordance with 44 CFR § 13.32(a).
- 2. Title to equipment purchased and maintained by the Sponsoring Agency with funds provided under a Preparedness Cooperative Agreement vests in the Sponsoring Agency in accordance with 44 CFR § 13.32(a).
- 3. Title to equipment purchased by DHS, and distributed to and maintained by the Sponsoring Agency, remains vested in DHS in accordance with 44 CFR § 13.32(f), unless transferred to the Sponsoring Agency under applicable Federal regulations.

C. Use of Sponsoring Agency Resources

1. Offer, consent and acceptance of services, facilities and employees

The Sponsoring Agency and the State offer and consent to FEMA's use of their services, facilities, and employees as specifically described in this Memorandum of Agreement with respect to the System, and FEMA accepts the offer of such services, facilities, and employees in carrying out the purposes of the Sections 306(a) and 621(c)(1) of the Stafford Act, 42 U.S.C. §§ 5149(a) and 5197(c)(1).

Appointment into Federal Service

- a. FEMA will appoint System Members into Federal service pursuant to section 208.11 of the Regulations, as follows:
 - (1) When instructing or participating in FEMA-Sanctioned Training and Exercises;
 - (2) When instructing or participating in FEMA-Sponsored Training and Exercises;
 - (3) When undertaking specific duties required by FEMA during an Alert to prepare for Activation; and
 - (4) When Activated.
- b. At all such times when System Members are appointed into Federal service, those System Members will be under FEMA's overall direction and control.
- c. A System Member's appointment into Federal service is concurrent with a System Member's employment with the Sponsoring Agency or other entity.

D. Coverage under Federal statutes; FEMA's intent

- 1. Pursuant to section 208.11 of the Regulations, it is FEMA's intent that on the basis of subsections C.1. and 2., above, System Members appointed into Federal service are Federal employees during the activities described in subsection C.2.a., above, for the purposes of the following acts:
 - a. The Federal Employees Compensation Act.
 - b. The Federal Tort Claims Act.
- 2. It is FEMA's intent that System Members appointed into Federal service are Public Safety Officers during the activities described in subsection C.2.a., above, as defined in the Public Safety Officers Benefit Act, 42 U.S.C. § 3796b.
- No individual may participate in the Task Force who is not an employee of the Sponsoring Agency, an employee of a Participating Agency, or an Affiliated Personnel.
- 4. Nothing contained within this Agreement is intended to diminish a System Member's non-Federal employment rights, relationships, or entitlements to non-Federal pension or welfare benefits.

- E. FEMA, the State, and the Sponsoring Agency will not discriminate against any System Member or applicant for a position as a System Member on the grounds of race, color, religion, sex, age, national origin, or economic status in fulfilling any and all obligations under this Memorandum of Agreement.
- F. Use of Federal facilities, supplies and services will be in compliance with regulations prohibiting duplication of benefits and guaranteeing nondiscrimination. Distribution of supplies, processing of applications, provision of technical assistance and other relief and assistance activities shall be accomplished in an equitable and impartial manner, without discrimination on the grounds of race, color, religion, sex, age, national origin, or economic status.

VIII. EFFECTIVE DATE

The terms of this Agreement will become effective on the date that the last party signs this Agreement.

IX. MODIFICATION, AMENDMENT, AND TERMINATION

- A. Any provision of this Agreement later found to be in conflict with Federal law or regulation, or invalidated by a court of competent jurisdiction, shall be considered inoperable and/or superseded by that law or regulation. Any provision found inoperable is severable from this Agreement, and the remainder of the Agreement shall remain in full force.
- B. This Agreement may be modified or amended only with the written agreement of all of the parties.
- C. This Agreement remains in effect unless terminated. This Agreement may be terminated by any party upon 30 days written notice.
- D. This Agreement is the full and complete agreement between the undersigned parties, and supersedes any prior agreement between the parties, written or oral, with the exception of an existing Preparedness Cooperative Agreement or Response Cooperative Agreement.
- E. This may be executed in several counterparts, each of which is a valid agreement, provided that all parties to the Memorandum of Agreement have executed at least one original copy of the Memorandum of Agreement.

X. EXECUTION

1110 OD	
Robert J. Fenton	
Assistant Administrator for Response	Brian L. Cummings
Federal Emergency Management Agency	Fire Chief
1.1	Los Angeles Fire Department
Date: 3/9/12	_
	Date: 6-25-2012
Regional Administrator	Str eggin
	Carmen A. Trutanich
Date: 9/25/12	City Attorney
,	City of Los Angeles
Mulsicul.	Date: 818112
Director State Emergency Management Agency	
State Emergency Management Agency	
Date: 5/8/13	
	Attest: June Lagmay, City Clerk
(See above right)	By Aslabes
Chief Executive or Designee	Deputy
Sponsoring Agency	7/2/13
Date:	C-122495

2013 Cooperative Agreement Spending Plan October 1, 2013 through March 31, 2015

TOTALS	341,515 73,499	80,000		, ,	1	484,000	,		1	230,550	29,340
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\$ 1,251,154

August 5, 2013

US Department of Homeland Security
Federal Emergency Management Agency
Grants Management Branch
Attn: Ms. Tawana Mack
Tech World, Room 411
500 C Street, SW
Washington, DC 20472

Dear Ms. Mack:

Enclosed is the US&R application of Los Angeles Fire Department for the year 2013 Department of Homeland Security/FEMA, Urban Search & Rescue Cooperative Agreement for a total of \$1,251,154.

The follow	in	g items have been completed electronically within ND Grants:
\square	1.	Application for Federal Assistance, SF 424
V	2.	Budget Information-Non Construction Programs FEMA form SF 424A
Image: section of the content of the	3.	Summary sheet for Assurances and Certifications, SF 424 B
☑	4.	SF GG/SF LLL - Lobbying Activities
The follow	in	g are included in the Narrative Statement (FEMA Wkbk 089-0-10) and attached with the
Application	n:	and the second
[7]	5.	Preparer & Contact Information Sheet
<u>J</u>	6.	Budget Narrative (Budget Summary Sheet, four cost categories and Budget Totals)
Image: section of the	7.	Position Descriptions for all Staff paid by the Cooperative Agreement
The follow	ing	g are submitted as additional attachments:
Image: section of the content of the	8.	Single Audit Report for 2013
	9.	Indirect Cost Rate Agreement
V	10.	. Specifications for all rolling transportation

Please call Mary Reuschel at (818) 756-9677 or email at mary.reuschel@lacity.org or Mark Akahoshi (818) 756-9678 or email at mark.akahoshi@lacity.org for any other information that you may need.

Sincerely,

Brian L. Cummings

Fire Chief

Los Angeles Fire Department

11. Pre-Award Cost Request and Approval

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Department of Homeland Security Federal Emergency Management Agency FARCH AND RESCUE RESPONSE SYSTE

URBAN SEARCH AND RESCUE RESPONSE SYSTEM Task Force Narrative Workbook

OMB 1660-0073 Expires November 39, 2815

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 4 per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to "bitlection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VX 20598-3005, Paperwork Reduction Project (1660-0073) NOTE: Do not send your completed form to this address.

Purpose

The U.S. Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA) are accountable to provide support and funding for the maintenance and readiness of the National Urban Search and Rescue (US&R) Response System. The purpose of the Readiness Cooperative Agreement is to support the continued development and maintenance of a national urban search and rescue capability.

Specifically, the agreement provides a mechanism for distribution of Cooperative Agreement funding for certain purposes in preparation for US&R disaster response. The Cooperative Agreement allows each Sponsoring Agency of a US&R task force the opportunity to maintain a high standard and condition of operational readiness and includes guidance on key areas for task force management to focus on continued preparedness efforts.

The Cooperative Agreement provides direction to the US&R task force Sponsoring Agency for the use of funding to provide: administrative and program management, training, support, equipment cache procurement, maintenance and storage. This workbook is designed for use by the Sponsoring Agencies of all current task forces within the US&R Response System when applying for the US&R Readiness Cooperative Agreement solicitation.

For more specific information, refer to the applicable Grant Guidance/Funding Opportunity Announcement package and Statement of Work.

Urban Search & Rescue (US&R) Readiness Cooperative Agreement Task Force Narrative Workbook CONTENTS

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Form for Additional Budget Clarification Information (FEMA Form 089-0-10I)	12

1

PREPARER INFORMATION

Preparer	
Prefix	
First Name	Mary
Middle Name	Elizabeth
Last Name	Reuschel
Title	Grants Manager
Agency/Organization	Los Angeles Fire Department
Address 1	5021 N Sepulveda Blvd
Address 2	And the state of t
Gity 1997	Sherman Oaks
State	CA
Zip	91403
Phone	818-756-9677
Fax	818-756-9681
E-mail	mary.reuschel@lacity.org

CONTACT INFORMATION

Point of Contact	
Prefix	
First Name	Mary
Middle Name	Elizabeth
Last Name	Reuschel
Title	Grants Manager (Management Analyst II)
Agency/Organization	Los Angeles Fire Department
Address 1	5021 N Sepulveda Blvd
Address 2	
CITY	Sherman Oaks
State	CA !
Zip	91403
Phone	818-756-9677
Fax	818-756-9681
E-mail	mary.reuschel@lacity.org

APPLICANT INFORMATION

Applicant	
Task Force	CA-TF1
Organization Name	Los Angeles Fire Department
Employer Identification Number	95-6000735
DUNS Number	172405821
Address 1	5021 N Sepulveda Blvd
Address 2 City	Sherman Oaks
County State	Los Angeles California
Zip	91403
Country	USA
Submission Date	7/17/2013
Type of Applicant	Municipal
Congressional District Applicant	various
Congressional District Project	various
Authorized Representative First Name	Mary
Authorized Representative Middle Name	Elizabeth
Authorized Representative Last Name	Reuschel

Authorized Representative Title	Management Analyst II
Authorized Representative Phone Number	818-756-9677
Applicant Identifier (if applicable)	
State Applicant Identifier (if applicable)	
Organizational Unit:	
Department	Los Angeles Fire Department
Division:	Emergency Services Bureau
Made available for EO 12372 (Answer Y or N.)	N. Carrier and Car
Date Reviewed If applicable)	
"Y" for not covered "N" for not selected	Y

COOPERATIVE AGREEMENT BUDGET SUMMARY

		BUDGETSUMMARY	SUMMARY			
Grant Program Function	Catalog of Federal Domestic Assistance	Estimated Unobligated Funds	gated Funds		New or Revised Budget	
or Activity (a)	Number (b)	Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
 US&R Readiness Cooperative Agreement 	97.025	0.00	0.00	1,251,154.00		\$ 1,251,154.00
2.						0.00
3.						0.00
4,			A CONTRACTOR AND A CONT			00:0
5. Totals		\$0.00	\$0.00	\$1,251,154.00	00.08	0 \$1,251,154.00
		BUDGE	T CATEGORIES			
6 Object Class Cateonries		The state of the s	GRANT PROGRAM, F	GRANT PROGRAM, FUNCTION OR ACTIVITY	77	Total
		(1)Admin. & Mgmnt.	(2) Training	(3) Equipment	(4) Storage & Maint.	(5)
a. Personnel	The state of the s	\$341,515.00	\$484,000.00	\$0.00	\$0.00	3825,515.00
b. Fringe Benefits	ĮĮ:	73,499.00	00.0	00.0	0.00	73,499.00
c. Travel		80,000.00	0.00	0.00	0,00	00.000,000
d. Equipment		00.00	0.00	230,550.00	0.00	2
e. Supplies		12,250.00	00:0	00:0	0.00	12,250.00
f. Contractual	A CANADA SAN AND AND AND AND AND AND AND AND AND A	0.00	0.00	29,340.00	0.00	29,340.00
g. Construction		NA	N/A	N/A	N/A	A N/A
h, Other		0.00	00'0	00:0	0.00	00:00
i. Total Direct C	i. Total Direct Charges (sum of 6a-6h)	507,264.00	484,000.00	259,890.00	0.00	0 1,251,154,00
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k. TOTALS (sum of 6i and 6j)	m of 6i and 6j)	\$507,264.00	\$484,000.00	\$259,890.00	\$0.00	0 \$1,251,154.00
7. Program Income		&	e s	&	*	နှ
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Section 4. Budget Summary

	NONFEDI	NON-FEDERAL RESOURCES	S		
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
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12. TOTAL (sum of lines 8-11)		\$0.00	\$0.00	\$0.00	77
	FOREGAS	THED CASH NEED	8		
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$0.00	↔	8		↔
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	\$0.00	80,00	\$0.00	\$0.00	\$0.00
BUDGET ESTIMA	BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT	NDS NEEDED FO	R BALANCE OF	THE PROJECT	
			FUTURE FUNI	FUTURE FUNDING PERIODS (Years)	
(a) Grant Program		(b) First	puopas (p)	(d) Third	(e) Fourth
16.		60	€9	···	6
17,					
18.					
19,		-	-		
20. TOTAL (sum of lines 16-19)		\$0.00	\$0.00	\$0.00	\$0.00
		OTHER BUDGETTINFORMATION	(O)		
21. Direct Charges:		22. Indirect Charges:	jes:		
23. Remarks:					

Section 4
Budge mmary

National Urban Search & Rescue Response System US&R Task Force Readiness Cooperative Agreement Budget Narrative Purpose of Agreement

The purpose of this Readiness Cooperative Agreement is to continue the development and maintenance of National Urban Search and Rescue (US&R) Response System resources to be prepared for mission response and to provide qualified personnel in support of Emergency Support Function-9 (ESF-9) activities under the National Incident Management System (NIMS) and the National Response Framework (NRF).

Our Task Force agrees to manage the continued development and maintenance of this National US&R Response System resource. We will be prepared to provide qualified, competent US&R personnel in support of ESF-9 activities under the National Response Framework. Specifically, the FY2013 US&R Funding Opportunity Announcement and the accompanying budget narrative provides our plan to accomplish our objectives identified by DHS/FEMA. This work plan identifies the key areas that our Task Force will focus its continued readiness efforts. These key areas are admistrative and program management, training, support, equipment cache preparedness, maintenance and storage. These key areas are detailed in the Grant Guidance/Statement of Work. This Cooperative Agreement will allow our Task Force to maintain a high standard and condition of operational readiness. It is the intent of our Task Force to comply with the US&R Response SystemFY 2013 US&R Funding Opportunity Announcement throughout the duration of this agreement.

While portions of the FY2012 US&R Funding Opportunity Announcement are included in the budget narrative, we acknowledge compliance with the FY2013 Funding Opportunity Announcement in its entirety.

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ADMINISTRATION & MANAGEMENT

Task Force Seneral Comments

Our Task Force will accomplish the posts set forth in the DHS-FEMA statement of work, guidance, and directives provided by the Urban Search & Rescue Program Office. The costs for the Administration & Management portion of this budgeynarrative will be addressed in this section, and will cover costs for a maximum amount of time of 12 months, and the costs will occur within the 18 month period of performance. The cost details will be provided in the object classes within this Program Clabopy, "The Administrate/Private/Private personnel to the costs post in the sections of the 18th Cooperative Agreement is responsible for the day-to-day operations of the Task Force air will be responsible to return that all pranagement, administration and operational requirements are accomplished, Our Task Force will attempt to maintain the preparedness of the Task Force under this Readiness Cooperative Agreement, in order to provide critical emergency response services as one of the 28 teams for the National Lifton Search and Rescue Response System under the Addivation Cooperative Agreement. Funding for any deployments will be handled under the Addivation Cooperative Agreement.

Tending for any deployments will be handled under the Addivation Cooperative Agreement.

Tending for any deployments will be handled under the Addivation Cooperative Agreement.

Tending for any deployments will be handled under the Addivation Cooperative Agreement.

Tending for any deployments will be handled under the Addivation Cooperative Agreement.

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Personnel Salarles & Fringe Benefits

Personnel Salaries and Fringe Benefits

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Staff Position

Notes, for Personnel Salaries and Fring's Benefits Section

The Task Force will provide sufficient staff for management and administration of the USSR Task Force day-to-day activities to accomplish required supervisory, administrative, assing and logistical duties. Specifically: program management; figures, management, figures, management, administrative support, training coordination and instruction; logistics management and property accountability. This shall include, but is not instruction and instruction; logistics management and property accountability. This shall include, but is not instructive, and management; record-keeping, inventory and matteriance of the USSR Equipment Caches; correspondence with Task Force members and parties who support-Task Force activities; along with similar management and administrative tasks.

provide the staffs, salary, benefits, and also note any cost of living increases (percentage and amount) below that will be paid under the Cooperative Agreement. There is a drop down ment for the staff positions, and any additional staff, not rolled can be added, if a staff position is part time, please provide the hours and hourly rate in the Personnel box below to clarify the times to be allotted, e.g., one gay a week, 40 hours a month at a rate of \$45.00 per hour, etc. If a coordinate hours are listed, please note them as a separatic line, item below. Put the total amount under salary. Note the hours are listed, please note them as a separatic line, item below.

Name Full/Part Time Overtima Hours Solery Dates (Current) Salery Dates (Print) Fringe Benefits, Salery Total

Grant Manager	Mary Reuschel	jPull-Time	<u> </u>	10/6/2013 - 10/5/2014	08/12/2012 - 10/05/2013	\$20,535	\$87,125	\$107,660
Training Manager	Jody Garfield	Full-Time	1,	10/6/2013 - 10/6/2014	08/12/2012 - 10/05/2013	\$26,482	\$127,195	\$153,677
Logistics Manager	Scott Quintan	Full-Time		10/6/2013 - 10/5/2014	08/12/2012 - 10/05/2013	\$26,482	\$127,195	\$153,677
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Totals						\$73,499	\$341,515	\$415,014
Personnal Salaries		SALES AND AND AND A	Cost Basis	"Please mark appropriate t	iox(es) below		Sec. 18. 18. 18. 18. 18. 18. 18. 18. 18. 18	an established
The area below is for any additional notes the Task Force				•				
positions. 'If the position is part-time list the hours, and I				4 nion Agreements				٠,٠
 for the position descriptions for each staff position its attachment. 	tea, or position descripti	ons may be added as an	1					
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All personnel salaries are based on memorandum of Unde				,				
The most current Union Agreements are attached to this				'Istorical Data				
Manager and the Logistics Manager (both civil service cla- the Grants Manager (civil service classification Manageme	ssincation Capitain () are	covered by MOSI 23 spc	4					
and fringe benefit costs stated are provided by Departme	ALL AGIOUSYE IL) IS ELEVEROU Offe Budowt Coetlon	by mou 1. mesonary	1	tds/Quotes .				
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Fringe Benefits			Cost Basis:	Please mark appropriate b	oz(es) below	694年中国的	的一种经验的证据	ON RESIDENCE SERVICE
The area below is to state the total percentage (e.g., 23%		(if applicable) and list						
the items (e.g., health, dental, workers' comp) that ere in			I	⊀ nion Agreements				
The fringe benefit rate is provided by Department Budget	Section. The fringe bent	ifils (includes health						
care and pension) costs for sworn members is 20,82% an	d for civilian is 23.57%		Į	◆ty/County/Organization	Negotiated Agreements			
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Notes far Travel Section

Attend DHS/FENA-approved USAR injectings, conference, and training sessions, to include Task Force Leader meetings, the 12 standing USAR Work Groups, Operations Group, Ad Noc Work Groups and Sub-Soups, Injection's Support Team (SST) training/incellings, vockshipps, for others as directed by the USSAR Fraginal Office as the years to the National USSAR Response System: Other activities include on-site peer Operational Resolutess Evaluation (OLDE) of other Task Forces, Grants Immangement training, and research and development by additional development for requiring its peer Operational Resolutess Program Office: Based on approval by the USSAR Program Office and available funding. Task Forces can use funds to operational for product research and development efforts; thereby keeping approved by the USSAR Program Office: Based on approval by the USSAR Program Office and available funding. Task Forces can use funds to operational office and available funding. Task Forces on use funds to operational fundamental or by the costs and the construction of a continuous standard on the comments sections, that will show how you arrived at the trip to costs of page of the product of the comments sections, that will show how you arrived at the trip to costs in the East Delow on account for your travel locations to work and office and available funding to account for your travel costs in this section. However, this change must be reflected in your Performance Report and note the reason(s) for the change.

Event Title	No. of Personnel	No. of Trips	Cost Per Person	Lump Sum
GrantsManagement Training		2	\$1,250	\$2,500
Operations Group Meeting	4	1	\$1,250	\$5,000
Task Force Representative Meeting	6	1	\$1,250	\$7,500
Working Group Meetings	- 4	1	\$1,250	\$5,000
Conine Search Specialist	2	1	\$1,250	\$2,500
Canina Evaluation	4	1	\$1,250	\$5,000
IST CE	4	1	\$1,250	\$5,000
Medical Team Training	4	· 1	\$1,250	\$5,000
HERS	2	2	\$1,250	\$2,500
Logs Specialist Course	2	1	\$1,250	\$2,500
STS Course	2	1	\$1,250	\$2,500
Task Force Leaders Course	2	1	\$1,250	\$2,500
Comms Spec	2	1	\$1,250	\$2,500
Conne Prep	2	2	\$1,250	\$5,000
LATA	4	1	\$1,250	\$5,000
Safety Officer	2	1	\$1,250	\$2,500
VIMD meetings (work Group)	1	2	\$1,250	\$2,500
Misc Meetings / trainings	1	1	\$15,000	\$15,000
Total				

Travel	Cost Bas	is: Pie	ase mark approp	priate box/	es) below	terative son				100 65	1838-55		Ç.
Briefly describe breakdown of travel Cost Per Person. Provide examples of "other authorized travel" if selected above.			· · · · · · · · · · · · · · · · · · ·							** 1		1.01	,
The \$80,006 estimate of travel costs to the above training and meetings do not include personnel hours		201	ion Agreements			*****				Liens a	1200015	With a street	
for these events. The cost per person for these travel trips is estimating that a travel consists of 4 days.		•	I						; ,			·	,
(There are no dates in the upcoming calendar, therefore an estimate of 4 days is being assumed per trip.)		1 25	y/County/Organ	tration Neo	otiated Acu	reements					. 1		
Our Department's per diem is \$60 per day, all fare is estimated at \$500 r/t and an average of \$150 per		•>	,,,, 3	,	odnien i Gr					٠,		3	
night for lodging, and \$60 for shuttle services. These estimates equal an estimated cost of \$1250 per		1.0	torical Data			٠,	44.0	1.00					
person per trael trip. (Estimated 4 days at \$60 per diem = \$240; Lodging of 3 nights at \$150 per night =		140	witer Date									1	
\$450; Airfare (R/T) per person \$500; Shuttle services to and from airport to note! \$30 each wasy = \$60		1								100			
R/T. (\$240+\$450+\$500+\$60 = \$1,250 per person per trip) CA-TF1 was allocated an additional \$8,000		1 1/2	s/Quotes							1.5.5		4	
for each working group chair that is sponsored, of which this task force has 3 of. The training, public								•			1.0	10 112	1
affairs, and the canine sub group chairs will attend the TFR, Operations Group, Working Group Meetings		. ! ∞	ets ane in Compa	anson w/ at	ther TFs fo	r Simillar 1	asks or Ite	2775			1.6.00	1.	3
at a cost of \$3750 each (\$11, 250 total). The canine sub group and training group will be attending two		_			*.		7 7					100	
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Equipment

Equipment

Notes facEquipment Section

Purchise of office furniture and equipment specifically for administrative purposes are allowable under this Cooperative Agreement. This shall include, but is not limited to, laptops and destroo computers, cellular telephoce/pireless EDAs_printers) sconders, copy matchines, desks, book shelves, etc. The costs noted in this area are for the purchase of equipment and not service agreements, which should be included under contractual for other. Rolling of floating transportation will require specifications as part of the application and should be included under contractual for other. Rolling of floating transportation will require specifications as part of the application and should be included under the Equipment Program Category. The governal definition of "Equipment" out of the CFR is: "Equipment," desired as a partie of general definition of "Equipment" out of the CFR is: "Equipment," and is a property desired as a partie of general definition of the contractual for the contractual

These are the items our Task Force anticipates requiring for this Cooperative Agreement for the equipment object class under the Administration/Management Program Category. However, due to the dynamic program, the requirements for these items (viithin the amount approved at time of award for this object class) may change. Any changes to listed items will be reflected in the Performance Reports, with the reason for the change noted and the Task Force will not be required to submit a budget change if items are on the approved cache fists, authorized by program guidance or directives.

Item Description	Cache #	Unit Cost	No. of Units	Total Cost
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Supplies		
Notes for Supplies Section		
In the below area, provide an approximate listing of the fact force and other than what the equipment of more than one year and an acquisition cost which equal	efinition states as follows: The general definitions or exceeds the lesser of the capitalization level	anagement of this cooperative agreement. Signly learns/costs that should be listed are Items to support the administration/manage for of "Equipment" out of the CPR is: "Equipment" means in article of nonexpendable; targifile peasonal property thing is useful, and established by the governmental unit for innancial statement purposes, or \$5000, "Righeyer, due to the dynamic program, the
redougheur in auge wein (Maniff our eutorate shaos	en vir mus or payare for puts opport crises) may c	change. Any changes to the listed items will be reflected in the Performance Reports, including the reason for the change(s) note:
Supplies	is Canseating Assessant Manager dun	e to the dynamic program, requirement of these items may change and any changes will be reflected in
the Performance Reports, with the reason for the		and the right state of the street of mean arms and cutable state on a crouder was as cuerned in
Ibem Various	Cache # Unit Cost \$10,0	No. of Units Total cost
Computer for new work group chair (public afairs)	\$2,2	250 1 \$2,250
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uppiles escribe any additional supporting information for supply	y costs below.	
tere are various supplies that will be needed such as pa onters, and various other office supplies. An allotment	of \$8000 is provided for Working Group Chairs:	Street Control of the
N-TFI supports 3 of thes chair positions. Of this \$10,00 PA work groups. They will each be alloted \$500 each	0, \$1,500 is allocated for the three chairs on th	the ity/County/Organization Negotiated Agreements
red such as origier catricoes and misc supplies to the o	office. CA-TF1 has a new working ordup chair fo	for the contract of the contra
ne Public Alfais Workgroup, he wil be alloted an extra \$ Symptor and any necessary software that may be need	ed.	The state of the s
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Contractual		
otes for Contractual Section		
i the area below, list any contractual costs for medical c frective issued by the US&R Program Office.	exams, services, rentals, etc. The Task Force w	will ensure that Task Force Medical Screening will take place in accordance with Program Directive 2005-005 or a more current resy
optroctual EVICE	Quantity	Unit Cost Total Cost
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Other				
Notes for Other Section This area will cover, any miscellaneous terms that are not covered in the other object of	scere and are altowal	te within the State	ement of Work	888 1757.
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Indirect Costs			in in the second of the second	
Notes for Indirect Costs Section	sizeskovskoveno	Managaranan Managaranan		
Indirect Costs can only be listed if there is an Indirect Cost Rate Agreement that has be	in approved by a cog	nizant Federal Age	ency. A copy of the Indirect Cost Rate Agreement should accompany the application. The Indirect Cost Ra openses, letc. The information provided below should list the description of the cost category for the base,	ate.
amount on which it's based, the percentage, and the total. The rate or amount approve	d at time of award w	Il prevail thru the	term of the Cooperative Agreement	
	an and the second secon	ne arrege as measures say as ne mail to the say of 63 sen	The state of the s	Grand.
Indirect Costs Item/Category Item Description		Bose Amount	Percentage Total Cost	
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Total			<u> </u>	
Indirect Costs Describe any additional supporting information for indirect costs below. Please advise w		Cost Basis	Please mark appropriate box(es) below.	
Cognizant Federal Agency and the date of approval.		1	Inton Agreements	٠ ١
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TRAINING

	New Agents and the Section of the Se	-	deservations are all residence and residence	edia formazione de la compositiva della composit		and the second	A PARTICIPATION OF THE PARTICI
accomplished within the 18 month in Force. The training will be accomplished to the provide critical requirements. The training cost of Agreement, in order to provide critical cooperative Agreement. The below training listed may require revision a within the Program Category total a	cists for the training portion of this Re period of performance. This Task For lished in accordance with the Urban's talls will be provided in the below obj cal emergency response services as o wills of training and costs overs wis Any changes will be noted within it is noted at time of award, and is an a variagment Program Category and the	ce intends to maintal earch & Rescue Progi- ect classes under this ne of the 28 teams for it is anticipated for the e Performance Repo- pproved training requ- training Program Co	n a deployable Task F am Office statement (Program Category. 'S ir the National Urban ! is Readiness Cooperal its, and will include the lyement within the sta	orce and will provide the require of work, program guidance, dige pur Task Fonce will attempt to m Search and Rescue Response Sy tive Agreement. Due to the dyn e change and the reason for the letement of work, program guida	tive will cover costs for a maximum amound training to insure mission readiness, saf cives, and will also include training to meatinate the preparedness of the Tesk Forostem. Funding for any deployments will be mic program, training scheduling and requested. It will not require a budget adjunce, and directives. The only exception to a budget change, however, it must be not	ety, and managet the NIMS core a under this Re- e handled under ulrement changes streent as long this is the mon	ement of the Task nollance adiness Cooperative i the Activation les, some of the as the change is ement of travel
Total Training Cost \$484,980							
Personnel Salaries & Fringe	Benefits					···	
The Task Force can use this categor limited to, functional training, mobil events, or training related to the records are unknown to be performanted to	ry to account for the salaries of Task Ization training, local training for the junements of the USBR program, as salary hours and average salary rate, otal amount under salary. :Note the I	Force Members attent program, grants man approved by the Prog IT specific dates are	ling US&R-related, US agement training, train ram Manager/Grants./	SR required, and local training in the state of the state	us well as salaries for the training coordina arch and development for equipment, and o include backfill expenses for the include or week/month, etc.). If overtime hours a	other DHS/FEN al(s) attending	fA approved training training of specific
Staff Position	Training Event Description				Fringe Benefits (If Applicable)	Salary	Total
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Totais					50	\$80	\$484,080
Personnel Salaries				Please mark appropriate box(c	s) below.		
The area below is to provide addition the range of salary rates used to dev	nal notes the Task Force may need to reloo the average hourly costs.	add for clarifying		Union Agreements	-		-
CA-TF1 averaged a rate of \$40 per h	nour for over time hours spent. This to						
	se hours will be used for training such étc The work-group chairs will be a			City/County/Organization Nego	pliated Agreements		
of personnel hours for projects relae	d to the working group responsibilities of 9,600 covers a time period for a 4	s. This amount	⊡	Historical Data			
exercise. This excersice will take 80	participants from our location (point of	of assembly) to	_	Bids/Quotes			
	s for the actual exercise and back (po at 7,680 hours are needed to cover pe		· · · · · · · · · · · · · · · · · · ·	cato/quotes			,
	s * 80 members); This amounts to \$3 or the back fill of personnel that will b		L_	Costs are in Comparison W/ ot	her TFs for Similar Tasks or Items		
detailed to this exercise. (\$40 per hi	our * 80 members * 24 hours) The ba	ick fill is estimated	· E	Other	(List here):		
to have one 24 hour shift back filled	I that with 80 members, at least once for them. This is the reason for the b						
(\$307,200 + \$ 76,200 - \$384,000). This parrative box has therector lim	iltations: For additional clarification	iiso tale 14					ļ

Fringe Benefits			Cost Basis:	Please mark appropriate boxe	s) below.		
The area below is to state the total	percentage (e.g., 23%) for the Fring						
lapplicable) and ast the items (e.g., n	eaun, demai, workers comp) mat are	: magee.	L	Union Agreements			
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Section 7

Notes for Travel Section

Attend D4S/FEMA-sponsored or D4S/FEMA-approved USSR meetings, conferences, and training sessions, to include Task Force Leader meetings, the 12 standing USSR Work Groups, Operations Group, Ad Noc Work Groups and Sulf-Groups, (include Task Force Leader meetings, the 12 standing USSR Work Groups, Conferences, and training meetings, workshops, by others as directed by the USSR Program Office as they relate to the National USSR Response System. Other activities linked on site peet administrative Readiness Exclusion (ARE) of other Task Forces, county assurance overeight of FEMA assurance overeight of FEMA assurance overeight of FEMA recognized to the National USSR Response System. Other activities linked on approval by the USSR Program Office and available funding. Task Forces can use funds to cover travel for product research and development efforts, thereby recogning apprised of cutting edge technology for equipment used within the System.

There are also miscellarisous meetings that are required due to the dynamic program. Costs can be provided in detail or by trip costs, and a detail of the costs should be listed in the comments sections; that will show how you arrived at the trip total. The costs listed below are estimates due to travel locations are unknown at the time of application. It is at this time when costs are generally based on historical data. There are drop down menus for some of the meetingstraining, and you can add others that are in line with the statement of work, program guidance, and directives. This will allow you the flexibility to account for your travel costs in this section (Training) or Admin/Management categories. The Task Force is authorized to reallocate travel funds between Admin/Management travel and Training havel without requesting a budget change authorization. However, any changes must be reflected in your Performance Report, with an explanation on the reason(s) for the change.

Travel				
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Total .			\$0	

Travel	Cost Basisi: Please mark appropriate box(es) below.	
Briefly describe breakdown of travel Cost Per Person. Provide examples of "other authorized travel" If selected above.	Union Agreements	
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	Costs are In Comparison w/ other TFs for Similar Tasks or Items	
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Equipment						
cdashusar						
Purchase of equipment specifically for equipment and not service agreement. The general definition of "Equipment the lesser of the contralization level.	or training, to include props, training hts, which should be included under a	materials, training fac contractual or other. I wans an article of non- for financial statemen	ility expenses, etc. and Rolling or floating tran expendable, tangible p of composes, or \$5000.	allowable under this Cooperati sportation, if allowable, will req personal property having a usefi	ve Agreement. The costs noted in this a unite specifications/approval as part of the different more than one year and an acqu	rea are for the purchase of application
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	er sagar se e			Historical Data		
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Supplies				
itangible personal property having a	useful life of more than one year an	d an acquisition cost v	or delivery of training ates as follows: The s which equals or exceed	within this cooperative agreement. Jeneral definition of "Equipment" out of the CFR is: "Equipment" means an afficie of nonexpendable, series definition for Expidalization level established by the governmental unit for financial statement purposes;
Supplies				
These are the items our Task Force: Performance Reports, with the reaso Cache List and official documentation	n for the change noted. A budget	erative Agreement. I change is not required	lowever, due to the dy to be submitted if the	ynamic program, the requirements for these items may change and any changes will be reflected in the costs in this category if costs remain the same and items are allowable under the Grant Guidance, current
lten	Cache #	Unit Cost	No. of Units	Total Cost
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Other				
Notes for Other Section This area will cover any priscellaneous	us Rems that are are training-related and allowable un	Jer the Statement of Wo	rk but not covered in the other	object classes.
Other (If Applicable)				
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Indirect Costs				
Indirect Cost Rate Agreement that y	f there is an Indirect Cost Rate Agreement that has been by provide should state what category or categories the	e Indirect Costs are base	od on, le equipment, selartes, al	he Indirect Cost Rate Agreement should accompany the application. The l expenses, etc., The information provided below should list the description. Il prevail thru the term of the Cooperative Agreement.
Indirect Costs				
Item/Category	Rem Description	Base Amount	Percentage	Total Cost
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Describe any additional supporting in	formation for indirect costs below. Please advise who is a date of approval.	s · [Pleas≥ mark appropriate box(Union Agreements	es) b≥orr
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EQUIPMENT

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This Program Calegory, cover site covers as the period of the Residues's Cooperable Agreement for our Task Force. The period of performance covers a 18 month period to accomplish the work in this area. Our Task Force intends to maintain a deployable Task Force and will provide the required equipment to insure all short readiness, salety, and management of the Task Force and will be purposed to accompance with the requirements of the lattest Force and will provide the requirement of the lattest Force and will provide the second provide to the requirements of the lattest Force and will be purposed to accompance with the requirements of the lattest Force and will be purposed to accompance the provided and the lattest Force and the lattest Force and will be purposed to accompance the provided and a requirement of the lattest force and the preparation of the lattest Force and the lattest Force and the provided Expension of the lattest Force and the preparation of the lattest Force and the lattest Force and the lattest Force and the preparation of the lattest Force and the lattest Force and the preparation of the lattest Force and the lattest F

Total Equipment Cast

Personnel Salaries & Fringe Benefits

Notes for Personnel Salaries and Erringe Benefits Section The Task Fore can ask this category to account the salaries of Task Force Members who perform duties related to maintenance of US&R equipment and vehicles. This may also include haddill expenses for individual(s) who are working with the ractio. It specific costs are inknown, give estimated salary fours and average salary rate. It specific dates are unknown, provide estimated salary fours and average salary rate. It specific dates are unknown, provide estimated then for control of the control of

Personnel Salaries and Fringe Renefits

Staff Position	Full/Part Time	Overtime Hours	Date Salary Charged	Fringe Benefits (If Applicable)	Salary	Totals
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Totals				application of the second	\$0	\$0

Personnel Salaries	Cost Basis: Please mark appropriate box(es) below.
The area below is to provide additional notes the Task Force may need to add for clarifying the range of salary rates used to develop the average hourly costs.	Union Agreements
This narrow box has clarage; limitations: For additional Clarification use table 4	City/County/Organization Negotialest Agreements Fistorical Data Bios/Quotes Costs are in Companson w/ other TFs for Similar Tasks or Rems Other (List here).

Fringe Benefits (If Applicable) The area below is to state the total percentage (e.g., 23%) for the Fri	nge Benefits (if	Please mark appropriate box(es) below
applicable) and list the items (e.g., health, dental, workers' comp) that	tare included.	Union Agreements
		City/County/Organization Negotiated Agreements
		Historical Data
		Bids/Quotes
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This narrative box has character/limitations. For additional clarifications	tion use tab 14	entities of the contraction of t

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Investmental Section

Travel in this category would gover costs relating to quality assurance on accument or sectice, or any other travel related to cache management within the scope of the Grant Godes Nease note.

These expenses can be reflected within the Administrative/Management or Training travel category instead Costs can be provided in detail or by thin costs, and a detail of the costs should be listed in the comments sections, that will show know you cannot during the costs is set below are estimated due to it and locations that are pulsoroun at the time of application. It is at this time when costs are given any tasser on historical data: there are drop down menus for some of the meetings, and you cannot due to the when the Statement of Work.

Traval /16 Applicable)

Event Title	Cost Per Person No. of True	(approx.) Total Cost
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		2012/2012/2012/2012/2012/2012/2012/2012
If other, list here		emalished kelala eta arabitakan da so
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Total		\$100 for \$10

Travel			Coct Basic - Passagnan	appropriate box(es) below	
Briefly describe breakdown of bavel Cost Per I	Person: Provide examples of "oth	erauthorized			
travel" if selected above.	na programa (na programa de programa d La programa de		Union Agree	menis	
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	i de la companya de Distribution de la companya de la c			Comparison w/ other TFs for .	
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Equipment

Notes for Equipment Section
Your agency is authorized to purchase equipment as instead in the approved DTS/FEMA Task force Equipment Cache List, deted December 2011, or any subsequently approved DTS/FEMA Task force support agency is authorized to purchase equipment as instead in the approved agency agency agency and the cache List. Task Force moust follow department procurements required in the exceed quantity and/or cost caps as sisted on the cache List. Task Force moust follow department procurements required and effected in the exceed quantity and/or cost caps as sisted on the cache List, followed and effected in the cache are interested and procurements and plant mountaints. The cache are in a cache are in include the appropriate amount below for a separative for experiments and plant mountaints.

However, due to the dynamic program, the requirements for these terms (Nothin the amount approved at time of a world for this other class) may change. Any Changes to Ricci datems will be reflected in the Performance Reports, tooling the reason for the change and the Task Force will include the program guidance or directives. Rolling on floating equipment requires the specifications to be submitted to the USSA Braickly Grants Assistance Officer for prior approval. The general is definition of Task Performance and the Cache are an article of the cache to the cache of the capitalization level established by the governmental runt for figures as purposes; of \$5000. Notes for Equipment Section

Equipment

These are the Items out Task Force anticipates requiring for this Cooperative Agreement under the equipment object class within the Equipment Program Category. However, due to the dynamic program, the requirements for these items (within the amount approved at time of award for this object class) may change. Any changes to listed items will be reflected in the Performance Reports, noting the reason for the change and the Task Force will not be required to submit a budget change if items are on the approved cache lists, authorized by program guidance or directives. Rolling or floating evaluations the requirements received the received the section of the change and the Task Force will not be required to submit a budget change if items are on the approved cache lists, authorized by program guidance or directives. Rolling or floating evaluations the program of the progr

Item Description	Item#	Cache#	Unit Cost	No. of Units	Total Cost
Communications Equipment (radios)			\$7,000	10	N 00 \$78,00€
Communications Equipment (vehicle adios)			\$10,000	3	\$30,000
Vater Operations			\$50,000	1	\$50,000
arious .			\$80,550	1	\$80,550
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Total	1 11 11 11 11 11 11 11 11 11 11 11 11 1				\$230,550

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Equipment		C	ost Ba	is: Pica	se mark	пусков	ate box	es) belov	V. 100 100 100 100 100 100 100 100 100 10		A POLICE	STATES	
Describe any additional supporting information for equipment costs below.	53,4246	22,97,88	<u> </u>	1913 16	والملا للتأكر للدرفية وأرو	تاۋىلىلىنى بالىر	in the state of the	Land Day Ta	SigMaria.		Table of the	કે ફાત્રોઓ ફર્વ	200
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CA-TF1 plans to procure 10 new radios that have UHF, WHF, and 800MHz capabilities. It si			83.5		(1) = 1 - 1 -					result figure			
also anticipated that 3 vehicles will be equiped with radios, the cost estimates are for the	50.50			City	/County/C	injaniza	ion Nea	otiated Ad	reement	-31 - 11 - 25-	د ونينووس. د ونينووس.	ALC: NO	1 1
devices; tax (9%) and the installations. CA-TE1 plans to spend up to \$50,000 to procure		1700	15,72.75	X240000				Service Control	全体的效应		A MILES IN	<i>je</i> vaj	MANAGE STATE
litems on the water operations cache list under both priority one and two. The amount of		0.25		S Link	orical Dat	A			2.30.422	1200	1000	22.00 O	Marie P
\$80,550 for various equipment items is allocated for the purchase of new items on the 2013	- Aller Lighter A	Grand Grand.		ואנורוי. ש	Uncer Dat	The second days	33.35.33	in der die 70s. Meinstellen	n independent of the	english vallega	ia cograsja je:	STATE.	1.3
cache list and replacement and additions to the medical cache, and other shortfalls in the	43,434.5		1000	HATTA	J. 25 (17.21)	ababa y	512 3.310.	::::::::::::::::::::::::::::::::::::::	Sand in 188	/34 Sec.		મેજોડા (HEAL)
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Note: for Supplies Section!

To the area below, provide an approximate listing or necessary supplies - Supply nems (risks that should be listed are items other then what the equipment definition states as follows: The general definition of Equipment (out of the CRUs. "Equipment, means at acticle of proper placeble, targible personal property having a useful file of since than one year and an acquisition cut which equals or exceeds the leaser of the capitalization level established by this governmental unit for financial statement purposes, or \$5000 - However, of \$5000 - However, one \$00 the property of the property of the statement of the state

Supplies

These are the items our Task Force anticipates requiring under this Cooperative Agreement. However, due to the dynamic program, the requirements for these items may change and any changes will be reflected in the Performance Reports, with the reason for the change noted. A budget change is not required to be submitted for approval if the costs in this object class remain as approved at time of award and the items are allowable in accordance with the statement of work, program guidance and directives.

Nem Colons & Cache # C	Unit Cost No.	of Units	Cost			
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		40.900	**********************	1		
Total		- Professor	\$0			

Supplies	Cost Basis: Please mark appropriate box(es) below:
Describe any additional supporting information for supply costs below.	
	Union Agreements
	City/County/Organization Negotiated Agreements
	Historical Data
	Bids/Quotes
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TITT:	

Notes for Contractual Section

In the area below, list any supporting information for the contractual costs of Service, rettals, etc., for equipment,

Service	Quantity v	Unit Cost	Total Cost
Satt Telephone services	12		A difference of the contract of the live was some
Satt Repeater Services	12	\$280	\$3,361 \$4,500 \$15,000 \$15,000 \$5 \$5
Cellular phone services	12	\$380	\$4,56
Medical cache supplies	[1	\$15,000	\$15,000
			######################################
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Contractual		Cost Basis: Please mark app	ropriate box(es) below:
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		Bids/Quotes	
	Simble of Section (Section of Colored Villa)	Costs are in Con	parison w/ other TFs for Similar Tasks or Items
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Other

Notes for Other Section
This area will Cover any miscellancous items that are are equipment related and allowable under the Statement of Work but not covered in the other object classes.

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uem Quantity Unit Cost	Total Cost
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Other	Cost Basis: Pleasemark appropriate tox(es) below.
Describe any additional supporting information for other costs below	
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	City/County/Organization Necotiated Agreements—
	/fistorical Data
	7307-0-02B
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	Costs are in Compenson w/ other TFs for Similar Tests on Hems
	Cother (List here):
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Indirect	

Notes for Indirect Costs Section

Indirect Costs (an only be provided if there is an Indirect Cost Rate Agreement that has been approved by a cognizant Federal Pagryy). A copy of the Indirect Cost Rate Agreement should a company, the application. The Indirect Cost Rate Agreement that you provide should state what categories the Indirect Costs are based on i.i.e., equipment, solaries, all expenses, etc. The Information provided below should list the description of the cost category for the base, the amount on which it's based, the percentage, and the total. The rate of amount approved at link of Award will prevail that the term of the Cooperative Agreement.

Indirect Costs

31 mm/Category	3 Sem Description	Base Amount	S Percentage	Total Cost
				4
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				†I
Total				\$0

	·
Indirect Costs	Cost Basis: Please mark appropriate box(es) below
Describe any additional supporting information for indirect costs below. Hease advise who i	
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Task Force General Comments	MAINTENAN			
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supporting cost details will be provided in the below object classes under this Program Catego Our Jask force will attempt to maintain the preparedness of the Task Force under this Readin teams for the National Urban Search and Rescue Response System: The below jist of costs or	ny. Jess Cooperative Agreeme	n, in order to provide scritical erre	rgency response	services as one of the 2
for the warehouse and they will not change the footprint of the lability.				
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Personnel Salaries & Fringe Benefits				
Notes for Personnel Salaries and Fringe Benefits Section. The Task force can use this category to account for the salaries of Task Force Members who produced by who are working with related projects. If specific costs are unknown, give estimated to the project of the salaries of the s	ited salary hours and ave	rage salary rate. If specific dates	ere unknown, pro	vide estimated time
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Section 9 Storage Mainlenance City/County/Organization Negotiated Agreements

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Indirect Costs			
Notes for indirect Costs Section			
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etc. The information provided below should list the description of the cost category for the t time of award will prevail that the term of the Cooperative Agreement.	sase, the ansum on who	14's based, the percentage, and	the total is the rate or amount approved a
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BUDGET TOTALS

This summary will be populated based on figures entered into other sections of this narrative.

Activity	Cost
Administration & Management	\$507,264.00
Training	\$484,000.00
Equipment	\$259,890.00
Storage & Maintenance	\$0.00
Object class	Cost
Personnel	\$825,515.00
Fringe Benefits	\$73,499.00
Travel	\$80,000.00
Equipment	\$230,550.00
Supplies	\$12,250.00
Contractual	\$29,340.00
Other	\$0.00
Indirect Charges	\$0:00
Activity Sum	\$1,251,154.00
Object Class Sum	\$1,251,154.00
Total	\$1,251,154.00

POSITION DESCRIPTIONS

Please fill in position descriptions below, or attach pre-typed descriptions.

1 Administrative Specialist: Name	4. Logistics Coordinator: Name
Describe Administrative Specialist functions here:	Describe Logistics Coordinator functions here
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2. Financial Grants Manager: Name	5. Logistics Manager: Scott Quinlan
Describe Financial Grants Manager functions here	5: Logistics Manager: Scott Quinlan Describe Logistics Manager functions here
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3. Grant Manager: Mary Reuschel Describe Grant Manager functions here	6- Program Manager: Name Describe Program Manager functions here
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7. Training	Coordinator	Name		8. uraining Manager	Jody Garf	ield
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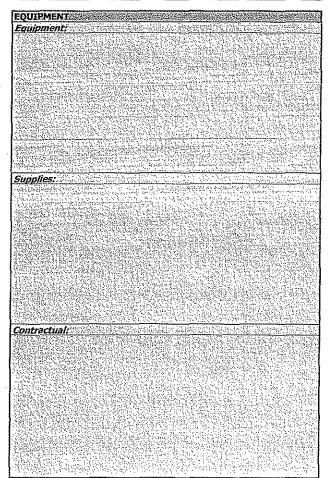
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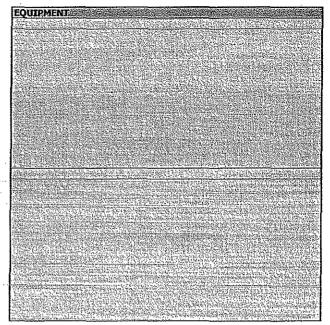
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DISASTER PREPAREDNESS SECTION URBAN SEARCH AND RESCUE UNIT

MANAGEMENT ANALYST II POSITION DESCRIPTION

This position will be responsible for staff work for the Federal Emergency Management Agency's (FEMA) Urban Search and Rescue (US&R) Task Force, hosted by the Los Angeles Fire Department; referred to as California Task Force One (CA-TF1). The following job duties will be part of the overall tasks completed by the position:

50% Assist in the coordination, preparation and monitoring of the US&R Task Force's budget, including personnel, expense and equipment costs.

Prepare and review US&R budget requests. Develop and maintain tracking mechanisms for FEMA grant monies and Department expenditures associated with the program. Prepare purchase requisitions for FEMA task force equipment and track equipment use and maintenance; develop equipment repair and/or replacement schedule.

Assist in the management of FEMA US&R grants as directed by the program commander. Develop and maintain database management of FEMA US&R equipment inventories.

Track all expenditures including but not limited to personnel, equipment and expense during US&R deployments on a daily basis. Compile, analyze, prepare and track reimbursement claims following US&R deployments. (Note: If a major incident occurred and the US&R team was deployed, 100% of the Management Analyst's time would be dedicated to these tasks).

Track receipt of funds including but not limited to wire transfers. Notify the Treasury - Office of Finance of incoming wires and/or deposits. Liaison with accounting staff to ensure funds are deposited into the appropriate accounts and that the applicable motions or documents are readily available to facilitate the completion of Cash Receipts (CR's).

Interact with the Office of the City Administrative Officer (CAO) by communicating the status of reimbursements and obtaining guidance as needed. Communicate with the Controller's Office to ensure that the correct Cost Allocation Plan (CAP) indirect cost rates are being applied when preparing reimbursement claims.

Interact with representatives from local, state, and federal agencies; act as the US&R liaison on an as-needed basis. Conduct ongoing and continuous needs assessments for US&R Unit operations.

US&R-MAII POSITION DESCRIPTION Page 2

25% Prepare statistical summaries and narratives for a variety of reports to FEMA, the Mayor and the Council on the status of the US&R program and grants. Ensure reports are submitted on a timely basis and as required to maintain funding.

Prepare and maintain daily reports of US&R program uses in order to develop and submit quarterly reports to FEMA and the Governor's Office of Emergency Services for existing FEMA US&R grants.

Set up and maintain proper files and back-up documentation for audit purposes.

Collect, review, forward, and maintain all FEMA applications. Prepare, administer, and monitor Participating Agency Agreements for currency and validity.

15% Develop and maintain personnel database for FEMA US&R Task Force members. Maintain personnel folders for FEMA US&R Task Force members. Develop and maintain training records system for task force members and other Department personnel benefitting from program training. Assist in ensuring that FEMA training standards are met.

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10% Research funding opportunities and prepare, review, and submit applications for FEMA US&R grants and other relevant funding sources (e.g., California State grants, USFA grants, etc.). Interpret regulations and secure and maintain relationships with funders.

May be required to travel on occasion to attend after action meetings, which provide pertinent information such as reimbursement procedures. In addition, may accompany uniformed personnel to briefings to interpret agreements and/or provide fiscal input.

FIRE CAPTAIN I

Urban Search and Rescue Unit: CA-TF1 Logistician

Selection Criteria

Summary of Job Duties

Acts under the direction of a Battalion Chief or a Captain II in directing the emergency and non-emergency activities of the Logistics Section of California Task Force 1 (CA-TF 1). CA-TF 1 is part of the National Response System under the direction of the Federal Emergency Management Agency (FEMA). FEMA has directed CA-TF 1 to provide ongoing logistical support in preparation for a Citywide or National Disaster. Preparation includes but is not limited to management of 2.3 million dollars worth of Urban Search and Rescue equipment. The member must stay familiar with equipment utilized by numerous disciplines, such as high or low angle rope rescue, breaching and breaking, shoring of a structural collapse, technical search, support for canine search, rising water incidents, hazardous materials release, and Weapons of Mass Destruction. The member must stay abreast of new search and rescue technology and make recommendations regarding their application for US&R and procures the FEMA approved tools and equipment.

The Captain I manages the logistics of a deployment, which includes properly packaging and declaring dangerous goods for military or commercial airlift. This member must be certified and qualified as a Logistics Specialist and have a thorough understanding of the Air Force Joint Manual 24-204, Title 49 Code of Federal Regulations and International Air Transport Association guidelines. The Captain I also performs service and support functions throughout the duration of a major disaster.

This position is funded through FEMA Grants and is reviewed annually by the Department of Homeland Security (DHS) through the US&R Interim-Final Rule 44 CFR Part 208. This position is subject to elimination on an annual basis.

Skills

- Oral communication skills necessary to present instructional information and represent the Department before City, State, or Federal agencies.
- Supervisory skills necessary to assign duties, counsel, discipline and evaluate subordinate members and members of CA-TF 1.
- Interpersonal skills necessary to interact with civilian staff, City Officials as well as individuals from a variety of other Governmental agencies.
- Organizational skills necessary to plan and organize tasks, coordinate the delivery of training to US&R members, and to set priorities and meet deadlines.
- Motor skills necessary to effectively use technical urban search and rescue equipment.

SELECTION CRITERIA Fire Captain I, US&R Unit Page 2

Knowledge

- Knowledge of City Personnel Rules and Fire Department rules and regulations, Manual of Operation provisions as they apply to subordinate employees in order to ensure personnel matters are handled according to City and Department policies and practices.
- Knowledge of the City and Fire Department rules and policies relating to equitable treatment of employees in order to ensure that Department members are treated with respect and dignity in accordance with applicable laws and guidelines.
- Knowledge of FEMA US&R Response System.
- Knowledge of LAFD US&R Program.
- Knowledge of the Air Force Joint Manual 24-204, Title 49 Code of Federal Regulations and International Air Transport Association guidelines.
- Knowledge of technical urban search and rescue tools and equipment.
- Knowledge of the Incident Command System.

ABILITIES

- Ability to use word processing, excel, spread sheet and various data based record keeping computer programs.
- Capable of operating technical urban search and rescue equipment.
- Ability to plan, develop, organize, implement, and evaluate US&R related training programs for Department members.
- Ability to communicate both orally and in writing with Department members and officials from the local, state and national level.
- Ability to evaluate tools and equipment to make recommended changes through the National Logistics Coordinator.
- Ability to supervise, evaluate, and develop training goals for members interested in becoming a Logistics Specialist.

SELECTION CRITERIA Fire Captain I, US&R Unit Page 3

REQUIREMENTS

- Should have two years fire suppression and rescue experience as a Captain I.
- CA-TF 1 member with a logistics background.
- Member will be required to complete FEMA's Logistics Specialist Course including Military HazMat Load certification, Cache Packaging and Marking, Air Force Joint Manual 24-204 and Incorporation of Department of Transportation (DOT) Title 49, Code of Federal Regulations (CFR).

FIRE CAPTAIN I

Urban Search and Rescue Unit-FEMA US&R Task Force Training Officer

Selection Criteria

Summary of Job Duties

Acts under the direction of a Battalion Chief or a Captain II in coordinating and facilitating the training activities of California Task Force 1 (CA-TF 1). CA-TF 1 is part of the National Response System under the direction of the Federal Emergency Management Agency (FEMA) Department of Homeland Security (DHS). FEMA has directed CA-TF 1 to provide ongoing training in preparation for a Citywide or National Disaster. This member must stay familiar with the equipment utilized by numerous disciplines, such as high or low angle rope rescue, breaching and breaking, shoring of a structural collapse, technical search, support for canine search, rising water incidents, hazardous materials release, and Weapons of Mass Destruction. The member must stay abreast of new urban search and rescue technology and make recommendations regarding their application for US&R.

This position is funded through FEMA Grants and is reviewed annually by the Department of Homeland Security (DHS) through the US&R Interim-Final Rule 44 CFR Part 208. This position is subject to elimination on an annual basis.

Skills

- Oral communication skills necessary to present instructional information and represent the Department before City, State, or Federal agencies.
- Supervisory skills necessary to assign duties, counsel, discipline and evaluate subordinate members.
- Interpersonal skills necessary to interact with City Officials as well as individuals from a variety of other Governmental agencies.
- Organizational skills necessary to plan and organize tasks, coordinate the delivery of training to US&R members, and to set priorities and meet deadlines.
- Motor skills necessary to effectively use technical urban search and rescue equipment.

Knowledge

- Knowledge of City Personnel Rules and Fire Department rules and regulations, Manual
 of Operation provisions as they apply to subordinate employees in order to ensure
 personnel matters are handled according to City and Department policies and practices.
- Knowledge of the City and Fire Department rules and policies relating to equitable treatment of employees in order to ensure that Department members are treated with respect and dignity in accordance with applicable laws and guidelines.
- Knowledge of FEMA US&R Response System.
- Knowledge of LAFD US&R Program.
- Knowledge of technical search and rescue tools and equipment.
- Knowledge of the Incident Command System.

SELECTION CRITERIA

Fire Captain I, FEMA US&R Task Force Training Officer Page 2

ABILITIES

- Ability to use word processing, excel, spread sheets and data based programs along with various record keeping files and file maintenance.
- · Capable of operating technical urban search and rescue equipment.
- Ability to plan, develop, organize, implement, and evaluate US&R related training programs for Department members.
- Ability to communicate both orally and in writing with Department members and officials from the local, state and national level.
- Ability to develop, supervise, and evaluate, the training goals and objectives for members interested in developing their skills and/or advancing in specialized disciplines.
- Ability to develop and advance our CA-TF1 team through innovation and succession planning for the future.

REQUIREMENTS

- Two years fire suppression and rescue experience as a Captain I.
- CA-TF 1 member with an instructional training background.

HIGHLY RECOMMENDED

 Member has taken and passed the CA State Fire Marshal - Fire Instructor/Training Instructor 1A / 1B / 1C