

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Fire Department

**AGENDA DATE:** January 31, 2023

**PUBLIC HEARING DATE:** n/a

**CONTACT PERSON NAME AND PHONE NUMBER:** Jonathan P. Killings, Fire Chief, (915) 493-5609

**DISTRICT(S) AFFECTED:** All Districts

**STRATEGIC GOAL:** Goal 2: Set the standard for a Safe and Secure City

**SUBGOAL:** 2.3 Increase public safety operational efficiency

**SUBJECT:**

That the City Manager or designee is authorized to submit the State Homeland Security Program grant application number 2951009 for the project titled "Sustainment of Fire Department Special Response Teams" through the Texas Office of the Governor including all related paperwork, including but not limited to, authorization of budget transfers, and/or revisions to the operation plan, and to accept, reject, amend, correct, and/or terminate the grant in the amount of \$243,117.00 for the period from September 1, 2023 through August 31, 2024, for the project that supports Regional Hazardous Materials Team, Urban Search and Rescue Team, Type III Incident Management Team; and that the City shall provide all applicable matching funds for said grant if applicable; and that in the event of loss or misuse of the grant funds, the City assures that it will return the funds to the Office of the Governor in full.

**BACKGROUND / DISCUSSION:**

This project will assist with the sustainment and improve the El Paso Fire Department's ability to protect, respond and recover from incidents that originate from acts of terrorism (internationally or domestically), technological or natural disasters and accidentally caused human events. El Paso's specialized teams support the following core capabilities: operational coordination, threat and hazard identification, environmental response/health and safety, situational assessment and mass search and rescue operations. The identified purchase item includes a Hazardous Materials Mini-Rescue 4x4 vehicle.

**PRIOR COUNCIL ACTION:**

On February 1, 2022, the City Council authorized the City Manager or designee to submit the FY2022 Sustainment of Fire Department Special Response Teams" grant application through the Texas Office of the Governor. The grant was awarded to the City of El Paso in the amount of \$97,982.00.

**AMOUNT AND SOURCE OF FUNDING:**

N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

## **RESOLUTION**

**WHEREAS**, the City of El Paso (“City”) is eligible to apply for grants through the State Homeland Security Program (“SHSP”) grant program entitled “Sustainment of Fire Department Special Response Teams”; and

**WHEREAS**, the City’s Fire Department seeks assistance in the sustainment of its ability to prepare, respond, and recover from incidents as a result of terrorism; and

**WHEREAS**, there is a need to purchase and replace equipment that supports a Regional Hazardous Materials Team, Urban Search and Rescue Team, and Type III Incident Management Team; and

**WHEREAS**, the grant requires no matching funds by the City;

**WHEREAS**, the City Council find that SHSP will assist local efforts to prevent terrorism and other catastrophic events and prepares for the threats and hazards that pose the greatest risk to the security of the community and the Rio Grande Council of Government region.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

1. That the City Manager or designee is authorized to submit the State Homeland Security Program grant application number 2951009 for the project titled “Sustainment of Fire Department Special Response Teams” through the Texas Office of the Governor including all related paperwork, including but not limited to, authorization of budget transfers, and/or revisions to the operation plan, and to accept, reject, amend, correct, and/or terminate the grant in the amount of \$243,117.00 for the period from September 1, 2023 through August 31, 2024, for the project that supports Regional Hazardous Materials Team, Urban Search and Rescue Team, Type III Incident Management Team; and
2. That the City shall provide all applicable matching funds for said grant if applicable; and
3. That in the event of loss or misuse of the grant funds, the City assures that it will return the funds to the Office of the Governor in full.

**APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

*(Signatures on following page)*

**CITY OF EL PASO, TEXAS**

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Oscar Leaser  
Mayor

**ATTEST:**

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Laura D. Prine  
City Clerk

**APPROVED AS TO CONTENT:**



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Jonathan P. Killings, Fire Chief  
El Paso Fire Department

**APPROVED AS TO FORM:**

*/s/ Carlos L. Armendariz*

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Carlos L. Armendariz  
Assistant City Attorney

Declined ☐Denied ☐Awarded ☐

PSGrant# \_\_\_\_\_

**GRANT INFORMATION FORM (GIF)****Complete either side A or if awarded, complete side B in this same form**

This form is to be used to provide information to the Grants Administration Division (GAD) for grant applications, grant awards, and/or grant contract amendments. After completing either side, please forward to the GAD Office at [Grants-1@elpasotexas.gov](mailto:Grants-1@elpasotexas.gov). Once a grant has been awarded and a contract/agreement needs to be processed, please complete SIDE B and forward to GAD, we will submit for Legal Review and further processing. Please use the same GIF to complete Part A & Part B so it is all kept on the same sheet.

**Department** El Paso Fire Department**DUNS-058873019/UEI-KLZGKXNFVTL4**

A. GRANT APPLICATION	B. CONTRACT/AGREEMENT/AMENDMENTS
<b>A1. Department Programmatic Contact Person</b> Name: Kevin D. Dieter Title: Special Operations / Battalion Chief Phone No.: (915) 838-3263 Email: DieterKD@elpasotexas.gov	<b>B1. Department Financial Grant Contact Person</b> Name: _____ Title: _____ Phone No.: _____ Email: _____
<b>A2. Grant Data</b> Funding Agency: Department of Homeland Security (SHSP) Grant Name: Sustainment of Fire Department Special Response Teams CFDA/ALN: 97.067 N/A <input type="checkbox"/> Application Due Date: February 9, 2023 @ 5pm CST Requires Signature or Review from: Mayor <input type="checkbox"/> City Manager <input checked="" type="checkbox"/> Legal Review <input type="checkbox"/>	<b>B2. Grant Data</b> Funding Agency: _____ Grant Name: _____ Program Name: _____ Agency Contract No.: _____ Grant Type: <span style="border: 1px solid black; padding: 2px;">Please Select</span> Pass through Agency: _____ Grant Start & End Date: <span style="border: 1px solid black; padding: 2px;">Month</span> <span style="border: 1px solid black; padding: 2px;">Day</span> <span style="border: 1px solid black; padding: 2px;">Year</span> - <span style="border: 1px solid black; padding: 2px;">Month</span> <span style="border: 1px solid black; padding: 2px;">Day</span> <span style="border: 1px solid black; padding: 2px;">Year</span> New, Continuation, or Amendment: <span style="border: 1px solid black; padding: 2px;">Please Select</span>
<b>A3. Financial Data</b> Amount of Grant Funding Request: \$ 243,117.00 Amount of Matching Funds Requested: \$ 0.00 Amount of In-Kind Funds and/or Additional City Contributions: \$ 0.00 Total Amount Requested: \$ 243,117.00	<b>B3. Financial Data</b> Post-Award Amount: \$ _____ (As indicated in the grant contract/ agreement) Actual Amount of Cash Match: \$ _____ Actual Amount of In-Kind: \$ _____ Total Award for Project/Program: \$ 0.00
<b>A4. Grant Classification</b> <input type="checkbox"/> Competitive (award based on competition) <input type="checkbox"/> Entitlement (a set of funds determined under a formula) <input checked="" type="checkbox"/> Continuation (ongoing funding)	<b>B4.</b> <input type="checkbox"/> CM Signature required <input type="checkbox"/> Mayor Signature required <input type="checkbox"/> City Council approval required
<b>A5. City Match Certification</b> Has City Match been certified by the Department Director? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Does this grant allow for operating/administrative costs? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> % <input type="checkbox"/> Amount \$ _____ How is the match amount determined? <input type="checkbox"/> Fixed Amount: \$ _____ <input type="checkbox"/> Percentage of Project Cost: _____ % <input type="checkbox"/> Other (Please explain): _____ For this fiscal year, how much of the local cash amount is already in the department's budget: \$ _____ Not budgeted: \$ _____ Proposed source of match: _____	<b>B5.</b> Grant Accounting String: _____ City Match Accounting String: _____ Comments: The approximately 2.7 million people of the region will benefit from this project in the State of Texas, New Mexico and the country of Mexico. Specifically, the El Paso Fire Department's Specialized teams to include Hazardous Materials Team and Urban Search and Rescue team will benefit from the proposed project.

**Brief Description of Grant:**

The El Paso Fire Department's Special Response Team's mission is to protect, respond, and recover from incidents that may originate from acts of terrorism (internationally or domestically), technological or natural disasters, and accidentally caused human events. The El Paso Fire Department supports several specialty teams to include a Regional Hazardous Materials Response Team and a Special Rescue Response Team.

1. 01/20/2023  
**Department Director Signature** **Date**  
Jonathan P. Killings  
**Printed Name of Department Director**  
2. 01/23/2023  
**Grants Administration Division** **Date**  
3. 1/24/2023  
**Legal Review** **Date**

**REQUIRED SIGNATURES**

1. \_\_\_\_\_  
**Department Director Signature** **Date**  
\_\_\_\_\_  
**Printed Name of Department Director**  
2. \_\_\_\_\_  
**Grants Administration Division** **Date**  
3. \_\_\_\_\_  
**Legal Review** **Date**