



MAYOR'S OFFICE OF  
**EMERGENCY  
MANAGEMENT**  
MARTIN J. WALSH  
MAYOR



April 8, 2019

Chief David Fallon  
Somerville Police Department  
220 Washington Street  
Somerville, MA 02143

Dear Chief Fallon,

Pursuant to the MOA between the City of Boston and the City of Somerville, the Mayor's Office of Emergency Management (OEM) is pleased to notify you that Urban Areas Security Initiative 2018 funding (CFDA# 97.067) under the *Strengthen the Community's Safety and Security* Goal Area can support the Somerville Police Department Special Response Team for expenditures up to One Hundred Thousand Dollars (\$100,000.00). **Up to fifty percent may be utilized for backfill and overtime costs.**

The project must conform to the specifications laid out in the FFY2018 UASI Plan Project Justification *U18-1.2 Special Response Team Development*. Any equipment not already listed in PJ U18-1.2, as well as training, requires prior approval from the Executive Office of Public Safety and Security. Field-based training and any equipment requiring permanent installation must conform to the specifications contained within FEMA's Records of Environmental Consideration Report regarding Environmental and Historic Preservation (EHP). The purchase of vehicles or radio equipment also requires additional notification to OEM and EOPSS approval prior to bid advertisement. All equipment must comply with FEMA's Authorized Equipment List. Procurement must comply with Chapter 30B of the Massachusetts General Laws.

Once training has been completed, please submit the OEM reimbursement request which includes all of the following documentation; reimbursement request letter, OEM approved worksheet & BF/OT reimbursement cover sheet, sign-in sheets and proof of payment/payroll backup for all personnel. Once equipment has been received and invoices have been paid, please submit a reimbursement request which includes all of the following documentation; proof of 30B compliance, purchase orders, invoices, proof of payment, and a completed equipment inventory form (see enclosed) for all individual items costing five hundred dollars (\$500) or more. The final reimbursement request must be submitted to OEM by **March 31, 2021**. **Failure to fill out the necessary OEM-approved forms completely and accurately along with required documentation could result in refusal to reimburse your agency for incurred costs.**

If you have any questions please feel free to contact Alicia Woodberry, UASI Regional Planner at (617) 635-1400 or [Alicia.woodberry@boston.gov](mailto:Alicia.woodberry@boston.gov).

Sincerely,

Nancy Anderson  
Deputy Director