

THE COMMONWEALTH OF MASSACHUSETTS EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY



MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY

400 Worcester Road Framingham, MA 01702-5399 Tel: 508-820-2000 Fax: 508-820-2030

Website: www.mass.gov/mema

Kurt N. Schwartz Director

Deval L. Patrick Governor Andrea J. Cabral

Secretary

Federal Fiscal Year (FFY) 2013 and 2014
US DHS/FEMA Emergency Management Performance Grant (EMPG)
Application for Grant Funding (AGF)

Overview

Through this AGF, the Massachusetts Emergency Management Agency (MEMA) will be accepting applications from municipalities and Federally-recognized Tribes with local emergency management departments for FFY 2013 and FFY 2014 EMPG Funding.

MEMA plans to make available \$3,828,000 in combined FFY 2013 and FFY 2014 funding via this grant process, and will use a population-based funding formula for communities and a membership-based funding formula for Tribes to determine award amounts.

This document provides a brief overview of the FFY 2013 and FFY 2014 EMPG and specific guidance for entities applying for funds. The information included here does not provide complete details of the EMPG, its allowable and unallowable activities, equipment or costs. The applicant is responsible for ensuring that its proposed project fully complies with the federal and State guidance for the EMPG. Links to the federal guidelines for this program and other pertinent documents that must be consulted when preparing the application are found within this document.

County	MEMA Region	Community/ Tribe	Tier	Population	2013 allocation (\$1,828,000 total)	2014 allocation (\$2,000,000 total)	Combined 2013-2014 EMPG Award
Bristol	2	Taunton	11	55,874	\$19,975	\$20,460	\$40,435
Middlesex	1	Medford		56,173	\$19,975	\$20,460	\$40,435
Plymouth	2	Plymouth		56,468	\$19,975	\$20,460	\$40,435
Suffolk	1	Brookline		58,732	\$19,975	\$20,460	\$40,435
Middlesex	1	Malden		59,450	\$19,975	\$20,460	\$40,435
Middlesex	1	Waltham		60,632	\$21,975	\$22,460	\$44,435
Essex	1	Haverhill	12	60,879	\$21,975	\$22,460	\$44,435
Middlesex	1	Framingham		68,318	\$21,975	\$22,460	\$44,435
Middlesex	accoluence	Somerville		75,754	\$21,975	\$22,460	\$44,435
Essex	1	Lawrence		76,377	\$21,975	\$22,460	\$44,435
Middlesex	1	Newton		85,146	\$21,975	\$22,460	\$44,435
Bristol	2	Fall River		88,857	\$21,975	\$22,460	\$44,435
Essex	1	Lynn	i i	90,329	\$21,975	\$22,460	\$44,435
Norfolk	2	Quincy		92,271	\$21,975	\$22,460	\$44,435
Plymouth	2	Brockton		93,810	\$21,975	\$22,460	\$44,435
Bristol	2	New Bedford		95,072	\$21,975	\$22,460	\$44,435
Middlesex	1	Cambridge	13	105,162	\$33,975	\$35,188	\$69,163
Middlesex	1	Lowell		106,519	\$33,975	\$35,188	\$69,163
Hampden	3	Springfield		153,060	\$69,975	\$69,975	\$139,950
Worcester	4	Worcester	14	181,045	\$69,975	\$69,975	\$139,950
Suffolk	1	Boston		617,594	\$69,975	\$69,975	\$139,950

Patrick Sullivan III

From:

Estridge, Kathleen (CDA) <kathleen.estridge@state.ma.us>

Sent:

Wednesday, September 17, 2014 9:35 AM

To:

Patrick Sullivan III

Cc:

Main, Mikael (CDA); Tecce, Heather (CDA)

Subject:

Somerville finalized 2013-2014 EMPG contract, Grant Policies

Attachments:

Somerville finalized 2013-2014 EMPG contract.pdf; Grant Policies Memo Update July

2013.doc

Good morning Deputy Chief Sullivan,

Your **FFY 2013-2014 EMPG contract has been finalized** and a copy has been attached to this email. Please let me know if you do not receive this copy.

- 1. The **start date** for program activities (including purchasing) **is September 16, 2014**, the date the contract was signed by MEMA's Chief Administrative Officer.
- 2. The **end date** of your contract **is June 30, 2015**; no goods/services may be procured after this date. ALL GOODS AND SERVICES PROCURED MUST BE RECEIVED OR COMPLETED BY 6/30/15.

Also attached is MEMA's Grant Policies Memo, listing the various grant policies and forms, provided here for your reference.

This is a reimbursement-based grant program and reimbursements must be submitted to MEMA HQ no later than 7/30/15. The reimbursement request form and instructions may be found on MEMA's website here: http://www.mass.gov/eopss/agencies/mema/empg-and-ccp-and-hmep-grants.html.

Please contact me with any questions you may have regarding the EMPG. For your records, the Catalog of Federal Domestic Assistance (CFDA) number of the FFY 2012 EMPG is **97.042**

Thank you,

Kathleen Estridge Project Management Office Coordinator MEMA 400 Worcester Road Framingham, MA 01702

Phone: 508-820-1447 Fax: 508-820-2030

Kathleen.estridge@state.ma.us

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/osd under GSD Forms.

CONTRACTOR LEGAL NAME: CITY OF SOMERVILLE	COMMONWEALTH DEPARTMENT NAME: MA Emergency Management Agency					
(and d/b/a):	MMARS Department Code: CDA, EMERGENCY MANAGEMENT AGENCY					
Legal Address: (W-9, W-4,T&C): 93 HIGHLAND AVE	Business Mailing Address: 400 Worcester Road, Framingham, MA 01702					
Contract Manager: Director Patrick Sullivan	Billing Address (if different):					
E-Mail: psullivan@somervillema.gov	Contract Manager: Kathleen Estridge					
Phone: Fax:	E-Mail: Kathleen.Estridge@state.ma.us					
Contractor Vendor Code: VC6000192138	Phone: (508) 820-1447 Fax: (508) 820-2030					
Vendor Code Address ID (e.g. "AD001"): AD	MMARS Doc ID(s): FY15EMPG1314000SOMVI					
(Note: The Address Id Must be set up for EFT payments.)	RFR/Procurement or Other ID Number: FFY 2013-2014 EMPG					
X NEW CONTRACT	CONTRACT AMENDMENT					
PROCUREMENT OR EXCEPTION TYPE: (Check one option only)	Enter Current Contract End Date <u>Prior</u> to Amendment:, 20					
Statewide Contract (OSD or an OSD-designated Department)	Enter Amendment Amount: \$ (or "no change")					
Collective Purchase (Attach OSD approval, scope, budget)	AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.)					
X <u>Department Procurement</u> (includes State or Federal grants <u>815 CMR 2.00</u>) (Attach RFR and Response or other procurement supporting documentation)	Amendment to Scope or Budget (Attach updated scope and budget)					
Emergency Contract (Attach justification for emergency, scope, budget)	Interim Contract (Attach justification for Interim Contract and updated scope/budget)					
Contract Employee (Attach Employment Status Form, scope, budget)	<u>Contract Employee</u> (Attach any updates to scope or budget) <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification and updated					
Legislative/Legal or Other: (Attach authorizing language/justification, scope and budget)	scope and budget)					
The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract.						
X Commonwealth Terms and Conditions Commonwealth Terms and Conditions For Human and Social Services						
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) X Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended). \$44,435.00						
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days% PPD; Payment issued within 15 days% PPD; Payment issued within 20 days% PPD; Payment issued within 30 days% PPD. If PPD percentages are left blank, identify reason:agree to standard 45 day cycle statutory/legal or Ready Payments (G.L. c. 29, § 23A); X only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.) BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Funding for this grant is provided through the FFY2013 and FFY2014 Emergency Management Performance Grant (EMPG); the Catalog of Federal Domestic Assistance (CFDA) number is 97.042. SFY15 spending from start of contract to June 30, 2015 will-be: FFY2013 EMPG \$21,975 and FFY2014 EMPG \$22,460. The community intends to purchase a utility vehicle, medilite skid, Firelite skid, storage cases, batteries, and radiation detectors and survey meter. Per the application submitted, the required match will be a cash match met from emergency management related personnel costs.						
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contra	actor certify for this Contract, or Contract Amendment, that Contract obligations:					
X 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.						
2 may be incurred as of a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.						
2. They be incurred as of, 20, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.						
CONTRACT END DATE: Contract performance shall terminate as of June 30, 2015, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.						
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached Contractor Certifications (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Contractor Sersons and Conditions, this Standard Contract Form including the Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract. AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X:						