

## GUIDANCE AND APPLICATION INSTRUCTIONS

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# STATE PREPAREDNESS AND INCIDENT RESPONSE EQUIPMENT (SPIRE) GRANT PROGRAM

OREGON OFFICE OF EMERGENCY MANAGEMENT

[www.oregon.gov/OMD/OEM](http://www.oregon.gov/OMD/OEM)



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**Application Due Date: 5:00 PM, Friday, March 1, 2019**

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## INTRODUCTION

### State Preparedness and Incident Response Equipment Grant (SPIRE)

As defined by House Bill 2687, Oregon Office of Emergency Management will create a grant to distribute emergency preparedness equipment, which may include vehicles or other property, to eligible applicants. The bill established the Resiliency Grant Fund, herein referred to as the State Preparedness and Incident Response Equipment (SPIRE) Grant Program. The fund will contain \$5,000,000. Funds will be made available by a bond sale through the State of Oregon, taking place in the March/April 2019 timeframe.

### Eligibility

Qualified applicants include any organization responsible for or containing expertise in emergency preparedness and that is a local government, as defined by ORS 174.116, special government body, or a private organization eligible for tax exempt status under 501(c)(3) of the Internal Revenue Code. All equipment must be made available through ORS 402 Oregon Resources Coordination Assistance Agreement (ORCAA).

## AVAILABLE FUNDING

### Resiliency Grant Fund

Individual items purchased must qualify for depreciation under Oregon law, and therefore have a minimum cost of \$5,000 **per item**, and must be selected from an approved list, found on pages 8-9. **Leases, rentals, training, software, subscriptions or partial funding will not be eligible.**

### Application Evaluation Criteria

Through the application process, applicants will be scored based upon the following data:

- **Demonstrated need:** Clearly describe the need that will be fulfilled by this request. This may be based on historical data, upcoming events or other forecasted variables.
  - **Ability to keep and maintain equipment:** The applicant must demonstrate that it has the means to safely store the equipment, maintain and transport it. Please provide narrative that addresses each of these in your application.
  - **Inventory process:** Although ownership will be maintained by the OEM, the applicant must include the equipment in its inventory, including all appropriate tracking.
  - **Commitment to partnership based support:** The SPIRE Grant, like all grants, seeks to provide the greatest level of benefit to the greatest number of Oregon's population as possible, within the limits of the funding provided. In order to accomplish that goal, greater weight will be given to applicants who seek acquisition of equipment for greater benefit than just one organization. Equipment will fall into one of four categories. In descending order of importance, they are: Regional, County, Community, and Individual Organization. Regional based support efforts will earn the highest score in the application process, followed by County, Community (city), and Individual Organization.
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- **Regional:** A “region” is defined as two or more contiguous counties. Regional projects must include two or more county emergency managers as the applicant

and or partner organization. *All partner organizations must provide a letter of support to be included with the application.*

- *County: A “county” application must include a county emergency manager as the applicant and/or partner organization. All partner organizations must provide a letter of support to be included with the application.*
- *Community: A “community” application is defined as a jurisdiction smaller than a county. All partner organizations must provide a letter of support to be included with the application.*
- *Individual Organization: An “individual organization” application is defined as a non-profit, fire or police department.*

**Purpose of Equipment:** Each piece of equipment has been assigned to one of four priorities under the grant. Each of these purposes will carry different weight in the application process. In descending order, they include: 1. Saving or Sustaining Lives, 2. Obtaining or Maintaining Situational Awareness, 3. Incident Stabilization, or 4. Recovery (see below).

#### **Possession of Equipment**

Unless reclaimed or repurposed, the equipment will remain with the grantee for the duration of its useful life. The State will work with each grantee after the equipment’s useful life for final disposition.

#### **Equipment Grant**

The SPIRE Grant Program is an equipment grant. Successful applicants will receive a grant agreement with the specific legal requirements of the grant. Once the agreement is signed by OEM and the grantee, the project can begin and the equipment will be issued once available.

### **ELIGIBLE EXPENSES**

#### **Equipment**

Identified equipment will be purchased by OEM and provided to the grantee. Additional equipment expenditures or items necessary to operate the equipment, such as installation, connectors, maintenance or any other expense, will be the responsibility of the applicant and will not be covered under the grant. See Equipment List attachment for detailed equipment list and approved items.

### **INELIGIBLE EXPENSES**

No expenditures outside of OEM procurement will be covered outside of the approved equipment list for any reason. This includes, but is not limited to: payroll, benefits, management and administration costs, engineering fees or other professional services, consulting fees, etc. ***Leases, rentals, or partial funding of equipment are not eligible.***

## OWNERSHIP

The Oregon Office of Emergency Management will retain ownership of all equipment dispersed under the grant, and can reclaim the item(s) at any time and for any duration based on: Failure to meet requirements of grant agreement, community needs, or any other purpose, as determined solely by the OEM.

Possible reasons for OEM reclamation:

- Equipment has not been maintained
- Grantee refuses to deploy to a needed location
- Jurisdiction decides to return

At the end of the equipment's useful life, the OEM may sell the equipment to the jurisdiction, permanently transferring ownership, for any price that does not exceed fair market value.

## APPLICATION INSTRUCTIONS

### Project Worksheet

The applicant will provide one Project Planning Work Sheet for EACH piece of qualifying equipment it is applying for. There is no limit on the number of Project Planning Worksheets that can be included in an application. The Project worksheet must contain the following information:

- Box 1: Applicant organization and address
- Box 2: Project contact Name
- Box 3: Project fiscal contact
- Box 4: Applicant Organization Federal Tax ID number
- Box 5: Is this Regional, County, Community or Individual Organization application?
- Box 6: List partners for this project? (N/A for individual organizations) All partner organizations must submit letter of support.
- Box 7: Identify State Priority
- Box 8: Complete description of the equipment selected from the Approved Equipment List, and define the capability this will create.
- Box 9: Sustainment. Clearly describe the additional resources that will be committed to the project for the purposes of costs that are not covered under the grant, such as maintenance, storage, transportation, installation, etc.
- Box 10: Name and signature of Authorized Official for applicant organization.

Only completed applications with all requested information will be accepted and reviewed. The **Project Worksheet** will be scored based upon the criteria stated in this guidance and the Project Worksheet. Applicants will be scored individually and an applicant may receive all or a portion of the equipment included in the application. As indicated above, priority will be given to regional applications, followed by county, community, and individual projects, and further evaluated by equipment priority category (see approved equipment list).

### **Application Due Date**

One original copy and one digital copy (on a thumb drive or CD) of the application package must be postmarked or received by Oregon Office of Emergency Management no later than **5:00 PM, Friday March 01, 2019**.

Applicants are fully responsible for the timely delivery of grant applications. Late applications, facsimile copies, or past due date modifications to meet minimum qualifications will not be accepted under any circumstances.

## **AWARD INFORMATION**

### **Applicant Notification**

Applicants will receive notification of the status of their application within 60 days of the application deadline.

### **Grant Award**

Successful Applicants will receive a grant agreement within 90 days of notification. The grant agreement is a legal contract between the awarding agency (Oregon Office of Emergency Management) and the recipient (successful applicant). The agreement will include details regarding each specific piece of equipment and the location for use or storage. The agreement will include all legal commitments of both parties.

## **IMPLEMENTATION INFORMATION**

The equipment and materials provided through SPIRE Grant Program are as provided. Any local, specific materials additional equipment, training, configuration, fuel or service subscriptions or other costs to make the equipment mission capable and deployable are the sole responsibility of the receiving grantee. The SPIRE Grant Program will not be responsible for any installation or follow on costs related to the provided materials.

## **PROCUREMENT STANDARDS**

### **Standards**

All items under the grant will be procured by the State of Oregon and delivered to grantees.

## **SUSPENSION OR TERMINATION OF AGREEMENT**

Suspension or termination of agreement occurs only when the OEM has determined that the Grant Agreement has not been followed and is subject to termination. Recipients will be given not less than 72 hours to prepare the equipment for removal by the OEM if termination of funding occurs. In addition, the OEM may suspend or terminate the agreement, in whole or in part, or impose other measures for any of the following reasons:

- Failing to follow grant agreement requirements or standard or special conditions.
- Implementing substantial project changes, to the extent that, if originally submitted, the item would not have been selected for funding.
- Failing to submit required reports.

- Failing to comply with inspections for any reason.
- Filing a false certification in this application or other report or document, including correspondence with the OEM by any medium.
- Determined that the equipment could be of greater use to the community elsewhere.

Before taking action, Oregon Office of Emergency Management will provide the recipient with reasonable notice (Not less than 72 hours) of intent to impose measures and will make efforts to resolve the problem.

## **Reporting**

### **Narrative Reporting**

A narrative report will be required to be submitted to Oregon Office of Emergency Management annually. OEM will provide a report template to grantees.

### **Inspection Reporting**

The equipment will be subject to inspection by the Oregon Office of Emergency Management at any time, with or without notice, and will occur at least once per year. Failure to comply with inspections could result in suspension or termination of agreement.

## **EQUIPMENT LIST**

Eligible types of equipment will include the following. This list is simply a summary and a more detailed description can be found under the “Equipment List” Document, attached to this packet. Greater weight will be given to equipment higher on the priority list, 1-4, below.

### **Priority 1: Save/Sustain Lives**

- Portable power generation
- Fuel tankers
- Water purification/desalinization
- Mass Casualty Incident Support Trailers/Soft Sided Kits
- High-axle rescue vehicles
- Rescue watercraft

- Unmanned search/rescue/imaging vehicles

### **Priority 3: Incident Stabilization**

- Portable lighting
- Soft-sided mobile mass-care shelter kits/trailers
- Durable 10+pax transport vehicles
- Sandbagging machines

### **Priority 2: Obtain/Maintain**

#### **Situational Awareness**

- Communications units/sets
- Cellular-on-wheels (COWS)
- Public Information/Community Communication trailers

### **Priority 4: Initiate Recovery**

- Soft-sided mobile emergency operations center kits



# State Preparedness and Incident Response

## Grant Program Equipment List

January 8, 2019

### Priority 1: Save/Sustain Lives

#### OPTION A: Portable Power Generation

Mobile 30kW Generator, diesel, trailer mounted



#### OPTION B: Portable Power Generation

Mobile 56kW Generator, diesel, trailer mounted



#### OPTION C: Portable Power Generation

Mobile 108 kW Generator, diesel, trailer mounted



### **OPTION A: Fuel Transportation (Tankers)**

250 Gallon transportable fuel tank with DOT approved, fully galvanized trailer



\*Optional DOT Approved Trailer Pictured

### **OPTION B: Fuel Transportation (Tankers)**

500 Gallon transportable fuel tank with DOT approved, fully galvanized trailer



### **OPTION C: Fuel Transportation (Tankers)**

700 Gallon transportable fuel tank with DOT approved fully galvanized trailer



### **Water Purification Desalination System**

Dual-axle tow behind, reverse osmosis, NSF/WQA/ISO 9001 compliant. 40,000 gallon per day

***Note: This equipment is only available to applications which include a water utility organization and is a member of Oregon***

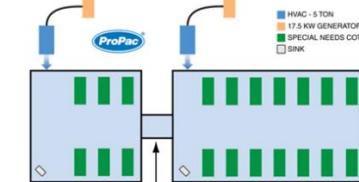
***Water/Wastewater Agency Response Network (ORWARN) as the applicant or partner organization.***



## OPTION A: Mass Casualty Incident Support Trailers/Soft Sided Kits

Mass Casualty Incident Support Trailer: 8x24 foot enclosed trailer, tandem axle, 7,000 Watt Generator, 13,500 BTU heat/air unit, 18 gallon fuel cell, lighting

Mobile Hospital Unit: 20 Bed Hospital Surge Unit configured with two CEMG Inflatable Shelters connected with an ante-room unit.



## High-Axle Rescue Vehicles

A four-wheel-drive High-Axle Truck, can operate in 53 inch water.

They are highly adaptable and can be customized to support any type of auxiliary equipment.

**Note: This equipment is only available to applications which include a fire, rescue, or law enforcement organization as the applicant or partner organization.**



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## Option A: Rescue Watercraft

(Search and Rescue) Personal Watercraft/trailer included

**Note: This equipment is only available to applications which include a fire, rescue, or law enforcement organization as the applicant or partner organization.**



### Option B: Rescue Watercraft

Rescue boat, 115 hp engine, additional seating, tow posts, LED flood lights, light bar, trailer included.

**Note:** This equipment is only available to applications which include a fire, rescue, or law enforcement organization as the applicant or partner organization.



## Priority 2: Obtain/Maintain Situational Awareness

### Communication Units/Sets

A Mobile - Transportable Hotspot

Ground Control manufactures the Multi-Purpose Satellite Communications Trailer to create a half-mile (.82 Kilometers) wireless access point for any in-range device, creating an instant communications portal for any location. The Red Phone may connect to the T-100 trailer at distance using a WiFi transmitter. Store multiple Red Phones in the trailer to be deployed at any location quick command base.



### Communication Units/Sets

Quickly transform any vehicle into a state-of-the-art mobile uplink truck (SNG truck). Provide Critical Communications for public safety/ mobile response teams, corporate, entertainment, sporting, news events and even Oil and Gas industry applications. Offer reliable connectivity to State and Federal Responders, FEMA, DHS, Border Patrol, Critical Remote communications needs, First Responders



### Communication Units/Sets

Features

- The secure and compact clam-shell design unfolds to create an expansive mobile field desk.
- The Hitch Adapter works with any 2" class 3/4 trailer hitch with no vehicle modifications.
- Standard 4 pin trailer connection powers running lights, turn signals and license plate illumination.
- Incident command communications solution for disasters, SAR, Fire, Law Enforcement etc.



<p><b><i>Note: Applicants requesting must include in application that they have technical expertise and necessary certifications to maintain and deploy this equipment.</i></b></p>	
<p><b>Cellular on Wheels (COWS)</b></p> <p>SPECIFIC MODEL(S) have not been identified or vetted by DAS Procurement. Updates will be forthcoming.</p> <p><b><i>Note: Applicants requesting must include in application that they have technical expertise and necessary certifications to maintain and deploy this equipment.</i></b></p>	
<p><b>Public Information/Community Communication Trailers</b></p> <p>Includes two premium 55 inch outdoor monitors, can charge 60 cell phones, 8 USB ports. Capable of looping JPG images, video, and has 500 watt Bluetooth audio. Interior contains 13,500 BTU AC unit and heat regulation.</p>	 

<p><b>Unmanned search/rescue/imagine vehicles</b></p> <p>SAR Drone:</p> <p>Forward, upward and downward object avoidance system 3 mile/7km range Weatherproof enclosed design allows for flights in inclement weather and rain (IP-43 rated) Higher capacity TB55 batteries allow for higher flight times (30-35 minutes depending on payload) Built-in ADS-B receiver alerts the pilot(s) of nearby manned aircraft High-performance motors paired with 17" propellers ensure stable flight in strong winds (22.3 mph maximum) Dual-battery power system with internal heaters allow for greater operating temperature range (-4° to 113° F/-20° to 45° C) 9" x 34.6" x 14.9" unfolded/28.1" x 8.7" x 9.3" folded 4lb/2kg payload capacity</p>	
<h2>Priority 3: Incident Stabilization</h2>	
<p><b>Option A: Portable Lighting</b></p> <p>Portable LED light tower, trailer mounted. Features: Four 240 watt (22,000 lumens) light fixtures, 15 and 20 amp power inlets. Withstands winds up to 45 mph.</p>	
<p><b>Option B: Portable Lighting</b></p> <p>Portable LED Light Tower, trailer mounted. Features: Four 296 watt fixtures, 43,000 lumens per fixture. Withstands winds up to 65 mph.</p>	
<p><b>Soft-sided mobile mass care shelters/trailer</b></p> <p>7'x16' enclosed tandem axle trailer, 3- 25 person shelter cart kits, 25 oversized military-style cots, 10 special needs cots, 120 wool-blend blankets, minimum 500 sq ft shelter space, lighting, HVAC.</p> <p>Sheltering Trailer: 7x16 enclosed trailer, tandem axle. Included Supplies: (3) 25-Person shelter cart kits, (25) Oversize military style cots, (10) Special Needs cots, (120) 30% Wool blankets, (2) Food cambros, (2) Beverage cambros.</p>	



### **Durable 10+Pax transport Vehicle**

10+ Person Crew Carrier, intercom with Headsets, and gear storage.



### **Sandbagging Machines**

Trailer mounted, 1,600 bags per hour with full crew of 5 to operate at full capacity. Fills 4 bags at a time.



## **Priority 4: Initiate Recovery**

### **Soft Sided Mobile Emergency operations center kit**

7'x16' enclosed tandem axle trailer, folding tables, folding chairs, A/V system, minimum, 500 sq ft of shelter space, lighting, power, and HVAC.

