



BOARD MEETING AGENDA SUBMITTAL

TO: GCSO Board of Directors

FROM: Peter Kampa, General Manager

DATE: November 10, 2020

SUBJECT: Agenda Item 6A. Authorization to Submit an Application to Cal OES for the Special District Power Resiliency Grant Program and Authorize the General Manager to Sign the Application, Related Agreements and Certifications

RECOMMENDED ACTION:

Staff recommends the following action:

I move to Approve the Submission of an Application to Cal OES for the Special District Power Resiliency Grant Program and Authorize the General Manager to sign the Application, related Agreements and Certifications.

BACKGROUND:

After last year's state budget contained no funding specifically for special districts in California, the district worked very closely with California special districts Association, to quantify needs and convince the state legislature and California office of emergency services staff that an allocation was necessary for special districts to install infrastructure to reduce the impact have PG and E public safety power shut downs.

The current state budget includes an allocation of \$20,000,000 specifically for special districts to deal with public safety power shutdowns. CSDA did a fantastic job of securing this allocation in the state budget. The application period for these funds was only open for a short period of time in mid to late October, with the deadline for application of October 30th 2020.

Staff submitted the application to this program by the deadline which required the signature of the board president acknowledging the application and of the general manager and others as responsible for implementation of the project should the funds be awarded. The purpose of this action of the board is to ratify the general manager's authorization to submit the application and related documents, and to sign a funding agreement if the request is successful. The project application is attached, which describes the purchase and installation of six additional replacement emergency power generators: one for a water pump station and five for sewer lift stations.

ATTACHMENTS:

1. Cal OES Application

FINANCIAL IMPACT:

The cost to prepare the grant application is estimated at less than \$3000 in engineering costs, and the purchase of the generators as detailed in the application, is 100% grant funded, if a contract is awarded.

(Cal OES Use Only)

Cal OES #		FIPS #		VS#		Subaward #	
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. **Subrecipient:** Groveland Community Services District **1a. DUNS#:** 011125952
2. **Implementing Agency:** Groveland Community Services District **2a. DUNS#:** 011125952
3. **Implementing Agency Address:** 18966 Ferretti Rd Groveland 95321-8512
(Street) (City) (Zip+4)
4. **Location of Project:** Groveland Tuolumne 95321-8512
(City) (County) (Zip+4)
5. **Disaster/Program Title:** COMMUNITY POWER RESILIENCY ALLOCATION TO SPECIAL DISTRICTS PROGRAM **6. Performance** 7/1/2020 **to** 10/31/2021
Period: (Start Date) (End Date)
7. **Indirect Cost Rate:** N/A **Federally Approved ICR (if applicable):** _____ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2020	PSPS	\$286,650						\$286,650
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost	\$286,650		\$286,650				\$286,650

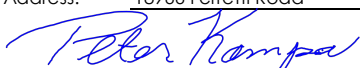
13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:

Name: Peter Kampa Title: General Manager

Payment Mailing Address: 18966 Ferretti Road City: Groveland Zip Code+4: 95321-8512

Signature:  Date: October 29, 2020

16. **Federal Employer ID Number:** 941701547

(FOR Cal OES USE ONLY)

I hereby certify upon my personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

(Cal OES Fiscal Officer) (Date) (Cal OES Director or Designee) (Date)

PROJECT CONTACT INSTRUCTIONS

1. Provide the name, title, address, telephone number, and e-mail address for the **Project Director** for the project.
2. Provide the name, title, address, telephone number, and e-mail address for the **Financial Officer** for the project.
3. Provide the name, title, address, telephone number, and e-mail address for the **person** having **Routine Programmatic** responsibility for the project.
4. Provide the name, title, address, telephone number, and e-mail address for the **person** having **Routine Fiscal** responsibility for the project.
5. Provide the name, title, address, telephone number, and e-mail address for the **Executive Director** of a Community-Based Organization or the **Chief Executive Officer** (e.g. chief of police, superintendent of schools) for the implementing agency.
6. Provide the name, title, address, telephone number, and e-mail address for the **person** who is the **Official Authorized** to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet (Cal OES 2-101).
7. Provide the name, title, address, telephone number, and e-mail address for the **Chair** of the **Governing Body** of the Subrecipient.

PROJECT CONTACT INFORMATION

Subrecipient: _____ Subaward #: _____

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below.

1. The **Project Director** for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

2. The **Financial Officer** for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

4. The **person** having **Routine Fiscal** responsibility for the project:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

7. The **Chair** of the **Governing Body** of the Subrecipient:

Name: _____ Title: _____
Telephone #: _____ Email Address: _____
Address/City/Zip + 4: _____

SIGNATURE AUTHORIZATION INSTRUCTIONS

The Project Director and Financial Officer are **REQUIRED** to sign this form and submit it with the Grant Subaward Forms package. The Subrecipient may request signature authority in addition to the designated Project Director and/or Financial Officer. Space is provided for the addition of up to five (5) additional authorizations for the Project Director or Financial Officer.

No single individual may be authorized to sign for both the Project Director and the Financial Officer. **The Project Director and/or Financial Officer authorize the person(s) identified on the form to sign on their behalf on all grant-related matters.**

SIGNATURE AUTHORIZATION

Subaward #: _____

Subrecipient: Groveland Community Services District

Implementing Agency: Groveland Community Services District

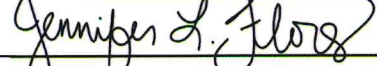
*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

***Project Director:** Peter Kampa

Signature: 

Date: October 29, 2020

***Financial Officer:** Jennifer Flores

Signature: 

Date: October 29, 2020

The following persons are authorized to sign for the **Project Director**



Signature
Luis Melchor

Printed Name

Signature

Printed Name

Signature

Printed Name

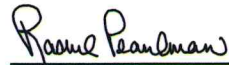
Signature

Printed Name

Signature

Printed Name

The following persons are authorized to sign for the **Financial Officer**



Signature
Rachel Pearlman

Printed Name

Signature


Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE

The applicant must complete a Certification of Assurance of Compliance (Cal OES 2-104), which includes details regarding Federal Grant Funds, Equal Employment Opportunity Program, Drug Free Workplace Compliance, California Environmental Quality Act, Lobbying, Debarment and Suspension requirements, Proof of Authority from City Council/Governing Board, and Civil Rights Compliance. The applicant is required to submit the necessary assurances and documentation before finalization of the Grant Subaward. In signing the Grant Subaward Face Sheet, the applicant formally notifies Cal OES that the applicant will comply with all pertinent requirements.

Resolutions are no longer required as submission documents. Cal OES has incorporated the resolution into the Certification of Assurance of Compliance, Section VII, entitled, "Proof of Authority from City Council/Governing Board." The Applicant is required to obtain written authorization (original signature) from the City Council/Governing board that the official executing the agreement is, in fact, authorized to do so, and will maintain said written authorization on file and readily available upon demand. This requirement does not apply to state agencies.

CERTIFICATION OF ASSURANCE OF COMPLIANCE

I, _____ hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

Subrecipient: _____

Implementing Agency: _____

Project Title: _____

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the Subrecipient Handbook for more detail.

- The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (Subrecipient Handbook Section 2151)

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: _____

Title: _____

Address: _____

Phone: _____

Email: _____

III. Drug-Free Workplace Act of 1990 – (Subrecipient Handbook, Section 2152)

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

IV. California Environmental Quality Act (CEQA) – (Subrecipient Handbook, Section 2153)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (Subrecipient Handbook Section 2154)

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – (Subrecipient Handbook Section 2155)

(This applies to federally funded grants only.)

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VII. Proof of Authority from City Council/Governing Board – (Subrecipient Handbook Section 1350)

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

The Subrecipient complies will all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature: 

Authorized Official's Typed Name: _____

Authorized Official's Title: _____

Date Executed: _____

Federal Employer ID #: _____ Federal DUNS # _____

Current System for Award Management (SAM) Expiration Date: _____

Executed in the City/County of: _____

AUTHORIZED BY: (not applicable to State agencies)

- | | |
|---|---|
| <input type="checkbox"/> City Financial Officer | <input type="checkbox"/> County Financial Officer |
| <input type="checkbox"/> City Manager | <input type="checkbox"/> County Manager |
| <input type="checkbox"/> Governing Board Chair | |

Signature: 

Typed Name: _____

Title: _____

Budget Narrative

The project's budget will be used to furnish and install six new emergency generators at critical water and wastewater infrastructure sites as identified in the Project Narrative. Project components include the generators, sound enclosures, permitting, concrete pad, electrical and surface restoration. The budget will also cover engineering and environmental. The following provides a detailed budget:

- Highlands Booster Pump Station Generator - \$69,495
- Lift Station Generator 1 - \$32,588
- Lift Station Generator 2 - \$39,473
- Lift Station Generator 3 - \$64,950
- Lift Station Generator 4 - \$32,588
- Lift Station Generator 5 - \$32,588
- Engineering and Environmental - \$15,000
- Total - \$286,650

These emergency generators will allow the District to provide uninterrupted water and wastewater services in the event of a power outage event, allowing the Highlands Booster Pump Station to continue to provide adequate water supply and pressure to the community of Groveland, reducing the likelihood of contamination and maintaining fire flows. Generators installed on the five sewer lift stations surrounding Pine Mountain Lake will maintain sewer service while preventing sanitary sewer overflows that could contaminate the lake and create a public and environmental health hazard.

Project Narrative

The Groveland Community Services District (GCSD) spans approximately 15 square miles in Tuolumne County along Highway 120, about 26 miles west of Yosemite National Park. The District provides water, sewer, park, and fire services to a boundary that consists of three areas of concentrated population: Groveland, Big Oak Flat, and Pine Mountain Lake. The American Community Survey details the population of the District as 3,147. GCSD serves primarily full time residential and commercial customers, as well as a tourist population influx into GCSD of over 3,000 persons per day to the hotels, vacation rentals, restaurants, and resort facilities. The GCSD service area is considered to be a Disadvantaged Community, with annual Median Household Incomes less than 80% of the Statewide annual Median Household Income.

The District's disaster response reserve is comprised of its designated capital reserve and unrestricted cash balance. The current budgeted capital reserve is \$906,479 annually and the total annual District budget is \$7,587,259. The cash balance in all services is \$8,491,538.

Since July 1, 2019, the District has spent approximately 242 hours in power outage events.

Funding through this program will be used to purchase and install emergency generators at six critical water and wastewater facilities to maintain essential service continuity during PSPS power outages. The first location is the Highlands Booster Pump Station, which fills Tank 5 which pressurizes and distributes potable

Subrecipient: Groveland CSD Subaward #: _____

water to the Groveland area. During a PSPS event when these pumps cannot operate, system water pressure is immediately reduced, water service interruptions occur, and the threat of contamination from backflow into the aging distribution system and a related public health emergency is significantly increased. Also, GCSD is in a CAL FIRE designated Very High Fire Hazard area. A loss of adequate supply and pressure to this portion of the system caused by a PSPS power loss during extreme fire conditions significantly hampers fire suppression capabilities and increases threats to life and property. An emergency generator installed at this pump site will allow GCSD to maintain water pressure and supply to homes and hydrants during power outages. GCSD will also install emergency power generators at five separate sewer lift (pump) stations owned by GCSD. The generators will provide continuous power to the sewage lift pumps during PSPS events. These lift stations are in drainage areas surrounding and directly adjacent to Pine Mountain Lake and must operate continuously to pump untreated sewage to the GCSD treatment plant. During a PSPS power loss, these lift stations cannot pump sewage, begin to back up immediately and eventually overflow into and contaminating the adjacent lake, which serves as a secondary source of drinking water for the District, and a popular recreational destination for residents and visitors. Overflowing lift stations also expose members of the community to untreated wastewater. The amount requested to furnish and install the six emergency generators at all locations and resolve power outage related emergencies is \$286,650.00.

Subrecipient: Groveland CSD Subaward #: _____

Emergency Plan

GCSD maintains an Emergency Response Plan (ERP) that includes an Action Plan for events resulting in power outages. According to the ERP, upon the loss of power, GCSD staff must notify the Water Utility Emergency Response Manager, fuel suppliers, critical care customers, and large water users. Key actions from the Action Plan (most omitted due to length of plan) include: assessing fuel supplies for backup generators; estimating potable water requirements under current emergency conditions and determine if the requirements can still be met; starting backup generators as necessary for key system components; arranging for additional power generators and water to be supplied from another source through mutual aid agreements if required; notify priority customers; notifying users of service interruptions if backup pumps are incapable of maintaining supply; monitoring the backup power supply and test battery levels and generator functionality; and compiling an incident report including how the response was managed and suggestions on improving future responses.

Groveland Community Services District hereby attests that power outages, whether resulting from Power Safety Power Shutdown events or for any other reason, are included in the District's emergency response plan. The power outage Action Plan will be revised as needed to include the most up-to-date response plan.

Subrecipient: Groveland CSD Subaward #: _____

Priority Funding

The GCSD service area is designated as a Disadvantaged community within the guidelines of the California Drinking Water State Revolving Fund and Department of Public Health; wherein they use an average of the two Census Designated Place (CDP) data sets located within the GCSD service area and which results in an annual Median Household Incomes (MHI) less than 80% of the Statewide annual MHI. The MHI of the Groveland Census Designated Place (CDP) is \$20,406 and the Pine Mountain Lake CDP is \$59,441 using 2018 American Community Survey (ACS) 5-year estimates. Housing and Urban Development (HUD) data details that 65% to 80% of households in Big Oak Flat and Groveland are low- to moderate-income in accordance with their criteria. The installation of the generator at the Highlands Booster Pump Station will allow GCSD to continue to provide water to disadvantaged residents in Groveland during a power outage. The lift station generators will allow the District to maintain sewer service during power outages, reducing the risk of environmental contamination while protecting the secondary water source for the District and its residents.

The proposed generators are Tier 3 EPA-Certified for air emissions and will be equipped with a 24-hour integral fuel supply tank. Generators are continuously maintained per manufacturer's recommendations and monitored when operating to ensure proper operation.