

Central Oklahoma
Urban Area Security Initiative (COUASI)

Budget Sub-Committee Meeting

June 12, 2012 @ 1:30 p.m.
Regional Multi-Agency Coordination Center (RMACC)
4600 N. Martin Luther King Blvd.
Oklahoma City, Oklahoma 73111

AGENDA

- I. Call to Order
- II. Introductions
- III. Approval of Minutes From the May 8, 2012 Budget Sub-Committee Meeting (Attachment)

Action Requested: Motion to Approve/Disapprove Minutes from the May 8, 2012 meeting.

- IV. Status of the FFY09 and FFY 10 UASI Grant Funds.
 - a. **INFORMATION:** OKOHS will provide an update on the remaining FFY09 and FY10 grant status.
 - b. **STATUS OF DIRECT AWARD RECIPIENTS:** In light of recent notice from DHS regarding extensions, and the short time frame remaining on the FY09 Grant, discussion will be taking place during this portion of the Agenda regarding any issues in meeting the upcoming grant deadline. Project Managers should come prepared to discuss the status each month of their projects.
- V. Approval of Adjustment to Midwest City Project.

Discussion: (2009 Grant) Midwest City is completed an approved NIPP Project from 2009 Grant Funds. They are requesting an

additional \$19,878.45 in order to complete the project. Mike Bower and Midwest City Police Chief Clabes will be available to answer questions from the group. While it does not appear that there will be any funds dedicated to the NIPP Investment remaining, there are funds in the Planning/Training Investment that would cover this additional expense.

Action Requested: As desired by the Committee

- VI. Review and Approve Budget Detail Worksheets (BDWs) submitted to OKOHS.

INFORMATION: Project Points of Contact will Provide Information to the Budget Sub-Committee on any Budget Detail Worksheets submitted.

- A. (2008 Grant) BDW for 23 Fire Hooks at an estimated cost of \$4,025.00 for the Oklahoma City Fire Department.

Project Manager-Larry Hansen

Action Requested: Motion to approve/disapprove Budget Detail Worksheet(s).

- B. (2009 Grant) BDW for six (6) PEAC WMD Software Programs and WMD training for Hazmat Teams in OKC, Edmond, MWC, Shawnee and Moore-Norman, estimated total cost of \$19,570.

Project Manager-Larry Hansen

Action Requested: Motion to approve/disapprove Budget Detail Worksheet(s).

- C. (2009 Grant) BDW for two (2) PEAC WMD Software Programs and WMD training for Regional Response Units, estimated cost of \$6,190.00

Project Manager-Larry Hansen

Action Requested: Motion to approve/disapprove Budget Detail Worksheet(s).

VII. OKOHS Update

VIII. Other Discussion Items/New Business

IX. Adjourn

CENTRAL OKLAHOMA
Urban Area Security Initiative (COUASI)
BUDGET SUBCOMMITTEE MEETING

MINUTES
May 8, 2012

A meeting of the Central Oklahoma Urban Security Initiative (COUASI) Budget Subcommittee convened at 1:35 p.m. May 8, 2012, in the Regional Multi-Agency Coordination Center (RMACC) 4600 N. Martin Luther King Blvd. Oklahoma City, OK. This meeting was held as indicated by advance notice filed with the Oklahoma Secretary of State and by notice posted at the OKOHS office at least twenty-four hours prior to the meeting.

PRESIDING

Phil Maytubby

VOTING MEMBERS PRESENT

David Barnes
M T Berry
Mike Bower
Pat Byrne
Larry Hansen
Joe Lester
Jerry Smith
Mark Stout
Michael Murphy
Steve Willoughby
George Mauldin

OTHERS PRESENT

Gary Bird
Chuck Linhardt
Jason Knight
Frank Barnes
Brandon Pursell

OKOHS

Steve Almon
Ginny Andrews
Robin Rosenberg

I. CALL TO ORDER

Phil Maytubby called the meeting to order at 1:35 pm.

II. INTRODUCTIONS

Introductions were made of those in attendance.

III. APPROVAL OF MINUTES FROM THE April 10, 2012 BUDGET SUBCOMMITTEE MEETING

Motion was made by Joe Lester, seconded by Steve Willoughby to approve the minutes of the April 10, 2012 Budget Sub-Committee meeting.

Motion carried.

IV. STATUS OF FFY08, FFY09 and FY10 UASI GRANT FUNDS

Ginny Andrews reported that she has been focusing on FY09 projects and doesn't believe we will have any problems meeting our deadlines. She has also been working on FY10 purchases.

In regards to the status of direct award recipients, project managers discussed their ability to meet spending deadlines and what, if any, remaining balances. It was also noted, that before recommendations for reallocation are made, we will need to be certain we have the money to fund the projects that have already been approved.

V. POSSIBLE REALLOCATION OF FUNDING

Discussion: In past years, near the end of a grant cycle, there are funds committed to a National Priority that are unable to be spent. The Budget Sub-Committee authorized ACOG, after consulting with the Project Managers, to move funds to complete projects in order to ensure the full use of grant funds. We currently have two approved projects that may be in need of additional funding (MWC NIPP Project/Oklahoma County Emergency Management Radios), and it's possible there will be others. As OKOHS is administering the UASI grant, we are requesting the discussion of whether or not there may be funds available for these projects, and authorization to move funds as needed to complete the approved projects.

Action Taken: It was recommended by the Committee that projects that are going over budget should bring the request back to the Committee once a determination of how much additional funding is needed for discussion and decision regarding additional allocations.

VI. REVIEW AND APPROVE BUDGET DETAIL WORKSHEETS SUBMITTED TO TO OKOHS

ITEM A: (2009 Grant) BDW to replace and upgrade existing wireless access points, controllers and rack for the RMACC, estimated cost of \$10,682. 20

Project Manager – Jason Knight

Mark Stout made a motion to approve the BDW and seconded by Larry Hansen.

Motion carried.

ITEM B: (2009 Grant) BDW for five 800 MJZ radios and associated equipment for the Midwest City Fire Department, estimated cost of \$13,240. This is part of a CBRNE Direct Award to Midwest City and has been approved by the IOC Sub-Committee for meeting the IOC standards.

Project Manager – Larry Hansen

Joe Lester made a motion to approve the BDW and seconded by Joe Lester.

The motion carried.

ITEM C: (2009 Grant Funds) It was determined that as projects were completed, any remaining funds will be moved, as needed, to fund other approved projects. It was also determined that transfer of those funds will be voted on as the money becomes available.

Mark Stout made the motion to move \$1303.00 from the CBRN project to an Oklahoma County Project. It was seconded by Larry Hansen.

The motion carried.

VI. OKOHS Update

Steve Almon reported he had received a letter of resignation from COUASI Budget Subcommittee member, Brad Cunningham. He also noted that the Working Group will need to decide if they want to back fill that position.

He also reminded the committee that the Threat Hazard Identification Risk Assessment is due by December 31st of 2012 and we will need to be thinking about answering the questions regarding areas of UASI that prove our homeland security funds are being used as intended and to locate possible areas of risk that are not being funded.

Larry Hansen stated that on May 9th, the postal service will be having a Biological Detection Exercise for postal employees.

VIII. Adjourn

The meeting was adjourned at 2:00



Oklahoma Office of
Homeland Security
Prevent, Protect, Prepare

Budget Detail Worksheet

Date: 5/30/2012

Page 1 of 1

Grant Year: 2008 Award Amt: \$6679.38
Award #: 131.035 Subgrantee: Oklahoma City Fire

Original Authorized Signature:

Samy Hawn

Please Check One:
Initial Report
Subsequent Report
Report #

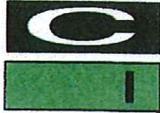
Type/ Category	AEL #	Item	Estimated Unit Cost	Qty	Estimated Total Cost (Unit Cost x Qty)	Approved Cost (OKOHS Use Only)	Intended Recipient (Name/Location)	Training Complete (Y/N)	Intended Use	Discipline
T	03SR-02-TLHN	Fire Hooks Unlimited - Newark 44	\$175	23	\$4,025		Oklahoma City	Y	Forcible entry search and rescue tool	FS
Totals			175	23	\$4,025.00					

Notes:

- Please use a separate BDW for each grant year
- The initial report for a given grant year should be Report #1. Subsequent reports should be numbered consecutively and should include a copy of each prior report as an attachment.
- Type refers to Training "T", Equipment "E" or Exercises "X" / Category refers to Personal Protection Equipment "PPE", Interoperable Communication Equipment "ICE", etc.
- Discipline includes Fire Service "FS", Law Enforcement "LE" or Emergency Management Services "EMS", etc.
- The AEL number can be found at the Responder Knowledge Base Website located at: <https://www.rkb.us/> The AEL is broken down by expense category ie. PPE, etc
- Any Communications Equipment purchase must meet Minimum State Standards (MMS) established by OKOHS pursuant to Title 74 Section 51.1a of the Oklahoma Statutes

Statewide Interoperable Communications Planning Coordinator Approval:

OKOHS USE ONLY	Reviewed By:	Estimated Grant Expenditures This Report:
	Approved By:	



Casco INDUSTRIES, INC.

"Providing protection for those who protect us"

3601 Northwest Tenth
Oklahoma City, OK

TOLL FREE 1-800 749-3552

Office (405) 945-0400
Fax (405) 945-0401

To:	Oklahoma City Fire Dept.	DATE	5/30/2012
	Oklahoma City, OK	YOUR INQUIRY DATE	
	Attn: Chief Hansen	WRITTEN BY	DNN
		TERMS	
		Phone	

HERE IS OUR QUOTATION ON THE GOODS NAMED, SUBJECT TO THE CONDITIONS NOTED:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on the date of quotation and are subject to change by the Seller before final acceptance.

Typographical and stenographic errors subject to correction. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.

ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	23	Fire Hooks Unlimited-Newark 44	\$175.00	\$ 4,025.00
2	0	pt#NWK-44	\$ -	\$ -
3	0		\$ -	\$ -
4	0		\$ -	\$ -
5	0		\$ -	\$ -
6	0		\$ -	\$ -
7	0		\$ -	\$ -
8	0		\$ -	\$ -
9	0		\$ -	\$ -
10	0		\$ -	\$ -
			SUBTOTAL	\$ 4,025.00
			TAX RATE	0.00%
			SALES TAX	\$ -
			SHIPPING & HANDLING	-
			TOTAL	\$ 4,025.00

QUOTE VALID FOR 60 days

BY DeAnna N Nowka



Oklahoma Office of
Homeland Security
Prevent. Protect. Prepare

Budget Detail Worksheet

Date: 6/6/2012 Page 1 of 1

Grant Year: 2009 Award Amt: \$80,000.00
Award #: 150.008 Subgrantee: Homeland Security

Original Authorized Signature:

Danny Hanner

Please Check One:

Initial Report	<input checked="" type="checkbox"/>
Subsequent Report	<input type="checkbox"/>
Report #	

Type/Category	AEI #	Item	Estimated Unit Cost	Qty	Estimated Total Cost (Unit Cost x Qty)	Approved Cost (OKOHS Use Only)	Intended Recipient (Name/Location)	Training Complete (Y/N)	Intended Use	Discipline
E	11RE-00-RFDB	PEAC - WMD v6 Software	\$2,845	6	\$17,070		COUASI Hazmat	Y	CBRNE reference for Regional Response Units	FS
		Application and Database for Windows					Edmond, MWC, Shawnee and Moore-Norman		with Training	
		PEAC - WMD Training	\$499.00	5	\$2,500.00					
Totals			\$3,095	11	19570					

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Statewide Interoperable Communications Planning Coordinator Approval:

OKOHS USE ONLY		Reviewed By:	Estimated Grant Expenditures
		Approved By:	This Report:

AristaTek, Inc. Quote

Quote Date: 3/12/2012
Quote Number: 03-12-12-31

Voice: 877-912-2200
FAX: 307-755-5862

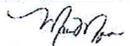
Customer Information:

Customer Name: Oklahoma City Fire Department
Address: 850 North Portland
Address:
City, State, and Zip: Oklahoma City, OK 73107
Phone: (405) 297-1312
Attention: Larry Hansen
email: charles.hansen@okc.gov



710 Garfield St, Suite 220
Laramie, WY 82070

Product Code	Description	Unit Price	Qty	Amount
PEAC-WMD WIN v6	PEAC-WMD v6 Software Application and Database for Windows. Each license will include: 3 years of software upgrades, and 3 years of technical support.	\$2,845.00	6	\$17,070.00
PEAC-WMD Online Training	Includes three (3) total hours of agency specific online training to be conducted via GoToMeeting service provided by AristaTek. Training sessions are available in 1 or 2 hour increments. Scheduling is the responsibility of the Client and must be coordinated with their assigned AristaTek Representative. Unused training hours are not transferrable and expire within one year of purchase.	\$ 499.00	2	\$ 998.00
	Subtotal			\$ 18,068.00
	Discount (if any):		5%	\$ 903.40
	U.S. Shipping and handling	\$ 15.00		
	TOTAL AMOUNT			\$ 17,164.60

Quote Provided by: 
Maria Mayes

This quote is valid for 30 days from the above date unless explicitly stated otherwise. Orders must be accompanied by either:
1. A check for full amount, or
2. A duly authorized company Purchase Order (PO), or
3. A valid charge card information (MasterCard, Visa, Discover - including card number, expiration date, and name on card).

<p>All sales are governed by AristaTek's Licensing Agreement, and all products are subject to AristaTek's Limited Warranty. The License Agreement and Limited Warranty are found on our web site at www.aristatek.com.</p>
<p>Customer agrees to pay interest at the rate of 18 per cent per annum on all amounts not paid in 30 days after the Invoice Date until paid in full. In the event AristaTek finds it necessary to employ the services of an attorney to collect sums due hereunder, purchaser agrees to pay all costs of collection including reasonable attorney's fees.</p>
<p>Provisions in customer's Purchase Orders contrary to these conditions are not binding upon us unless accepted by us in writing.</p>

AristaTek, Inc. Certificates and Representations:
Dunn & Bradstreet No: 069288798 CAGE Code: 1LBM8
EIN: 83-0325339
AristaTek is a Certified HUBZone Small Business Concern



Oklahoma Office of
Homeland Security
Prevent. Protect. Prepare

Budget Detail Worksheet

Date: 6/6/2012

Page 1 of 1

Grant Year: 2010 Award Amt: \$40,000.00
Award #: Subgrantee: Oklahoma City

Original Authorized Signature:

Dan Hawn

Please Check One:

Initial Report	<input checked="" type="checkbox"/>
Subsequent Report	<input type="checkbox"/>
Report #	

Type/ Category	AEL #	Item	Estimated Unit Cost	Qty	Estimated Total Cost (Unit Cost x Qty)	Approved Cost (OKOHS Use Only)	Intended Recipient (Name/Location)	Training Complete (Y/N)	Intended Use	Discipline
E	11RE-00-RFDB	PEAC - WMMD v6 Software Application and Database for Windows with Training Support	\$3,095	2	6190		Oklahoma City	Y	CBRNE reference for Regional Response Units	FS
Totals			\$3,095	2	6190					

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OKOHS USE ONLY	Reviewed By:	Estimated Grant Expenditures
	Approved By:	This Report:

AristaTek, Inc. Quote

Quote Date: 6/5/2012
Quote Number: 06-05-12-30

Voice: 877-912-2200
FAX: 307-755-5862

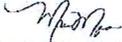
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Address: 850 North Portland
Address:
City, State, and Zip: Oklahoma City, OK 73107
Phone: (405) 297-1312
Attention: Larry Hansen
email: charles.hansen@okc.gov



710 Garfield St, Suite 220
Laramie, WY 82070

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	Subtotal			\$ 6,189.00
	Discount (if any):			
	U.S. Shipping and handling	\$ 15.00		
	TOTAL AMOUNT			\$ 6,189.00

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