



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 4/9/2019

Agenda Placement: 6T

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Kerry Whitney for Minh Tran - County Executive Officer  
Emergency Services  
**REPORT BY:** Sandra Hage, STAFF SERVICES ANALYST I - (707)253-4799  
**SUBJECT:** Approval of Agreement with Willdan Homeland Solutions

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### **RECOMMENDATION**

County Executive Officer/Director of Emergency Services requests approval of and authorization for the Chair to sign an agreement with Willdan Homeland Solutions, for a maximum amount of \$68,378 for the term of April 1, 2019 through June 30, 2019 to coordinate exercise planning efforts for an Act of Bioterrorism Emergency Operations Center Exercise.

### **EXECUTIVE SUMMARY**

The County Executive Office/Office of Emergency Services is requesting approval of a new agreement with Willdan Homeland Solutions to coordinate exercise planning efforts for an Act of Bioterrorism exercise by developing training scenario(s) for one functional exercise running simultaneously at multiple emergency operations center within the County.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Emergency Services Grants - 2018 (EMPG) Emergency Management Performance Grant
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this agreement would provide the County and its Operational Area

partners with important "Act of Bioterrorism" training.

Is the general fund affected? Yes

Future fiscal impact: None.

Consequences if not approved: If not approved, grant funds designated to National Preparedness training would not be utilized.

Additional Information:

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Since January 2017, the County of Napa has been included in four (4) separate Presidentially Declared Major Disasters (DR-4301; DR-4305; DR-4308; DR-4344). The County and participating jurisdictions last held a joint Emergency Operations Center (EOC) exercise in September 6, 2018 and found it to be extremely beneficial. The Operational Area partners would like to continue joint exercises to improve operational communications and coordination.

On November 8, 2018, the Napa County Office of Emergency Services submitted its 2018 Emergency Management Performance Grant (EMPG) application to the California Governor's Office of Emergency Services. The application sought approval and funding for several projects, one of which was an Emergency Operations Center Bio-Terrorism Functional Exercise. On December 27, 2018, the California Governor's Office of Emergency Services notified the Napa County Office of Emergency Services that all projects within its 2018 Emergency Management Performance Grant were approved.

In order to comply with local, state and federal procurement requirements, the Napa County Office of Emergency Services drafted and published a request for proposal on January 9, 2019. From the numerous proposal responses received, the Napa County Office of Emergency Services in conjunction with the Napa County Department of Health and Human Services selected Willdan Homeland Solutions as the consultant best suited to coordinate and execute the functional exercise. The functional exercise will, at a minimum, involve multiple operational area wide emergency operations centers.

Wildan Homeland Solutions has provided consulting services for Napa County in the past. They were selected for this project after responding to an RFP along with six other applicants and were selected after a competitive process that included a standardized rating system.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi