

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

314



FROM: Community Health Agency / Department of Public Health

SUBMITTAL DATE:

March 4, 2008

SUBJECT: Authorize the Director of Public Health to Sign and Administer Memorandums of Understanding, Contracts and Amendments with Agencies for Countywide HazMat Operations Group (CHOG) and Approve a Contract Amendment with EG&G.

RECOMMENDED MOTION: That the Board of Supervisors:

- 1) Authorize the Director of Public Health to sign and administer Memorandums of Understanding, contracts and amendments with agencies for Countywide HazMat Operations Group (CHOG) training and exercises; and
- 2) Approve a contract amendment with EG&G (HSARC0022) to increase the amount for year 2 by \$64,924, thereby allowing increased services for the Golden Guardian 2008 exercise.

(Continued on page 2)

KS:nmh

Susan D. Harrington

Susan Harrington, Director of Public Health

FINANCIAL DATA

Current F.Y. Total Cost:	\$ 64,924
Current F.Y. Net County Cost:	\$ 0
Annual Net County Cost:	\$ 0

In Current Year Budget:	Yes
Budget Adjustment:	No
For Fiscal Year:	07/08

SOURCE OF FUNDS: 100% grant funded through Federal Department of Homeland Security, State Homeland Security Grant Program and Metropolitan Medical Response System.

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Debra Cournoyer*
Debra Cournoyer

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
BY: *NEAL R. KIPNIS*
DATE: *3/5/08*

Departmental Concurrence

Dept't Recomm.:	<input type="checkbox"/>	Consent	<input checked="" type="checkbox"/>	Policy
Per Exec. Ofc.:	<input type="checkbox"/>	Consent	<input checked="" type="checkbox"/>	Policy

Prev. Agn. Ref.: 9/26/06 (3.55),
10/16/07(3.31)

District: All

Agenda Number:

3.11

SUBJECT: Authorize the Director of Public Health to Sign and Administer Memorandums of Understanding, Contracts and Amendments with Agencies for Countywide HazMat Operations Group (CHOG) and Approve a Contract Amendment with EG&G.

BACKGROUND:

On October 16, 2007, the Board approved Item 3.31 accepting State Homeland Security Grant Program (SHSGP) monies for the Operational Area via the Riverside County Office of Emergency Service (OES). Of that funding, the Riverside County Department of Public Health (DOPH) has been awarded \$1,455,396.

- DOPH will receive funding to continue the work of the Regional Training Program (RTP), a collaboration of fire, law enforcement and public health personnel designed to develop and coordinate multi-disciplinary, all-hazard training for first responders and the community within the Operational Area. DOPH will continue to coordinate the Countywide HazMat Operations Group (CHOG) which consists of four Fire Department hazmat teams, the Sheriff's Department bomb squad and the Environmental Health hazmat team.
- DOPH will receive funding to continue support for the Riverside County exercise program. In 2007/08 and 2008/09, this program includes one full-scale exercise and four tabletop exercises (all part of Golden Guardian 2008). Golden Guardian is an annual statewide, multi-agency exercise. The scenario for 2008 is a magnitude 7.8 earthquake on the south San Andres fault with the epicenter in the Palm Springs region. EG&G is currently in year 2 of a three-year contract to facilitate the exercise program in Riverside County. For Golden Guardian 2008, the Riverside County Fire Office of Emergency Services (OES) will be the lead. The Golden Guardian exercise exceeds the original contracted amount and requires an increase of \$64,924 to the year 2 agreement.
- DOPH will purchase pharmaceuticals to enhance the current first responder cache.
- The FY 07 Metropolitan Medical Response System (MMRS) grant will support the development of plans for the management of a Mass Fatality incident resulting from a Chemical, Biological, Radiological, Nuclear or Explosive (CBRNE) event or other wide-spread pandemic or infectious disease outbreak.

FINANCIAL INFORMATION: Funds are included in the FY 07/08 budget and as part of the FY 08/09 budget.

EXHIBIT A-1

Proposal for the Riverside County Golden Guardian Exercise Series

1. STATEMENT OF THE REQUIREMENT

The Riverside County Office of Emergency Services has requested support in the design and development of their Golden Guardian Exercise Series. The exercise series will consist of four (4) tabletop exercises (TTX) and one full-scale exercise (FSE). The first TTX conduct is a one-day discussion-based exercise scheduled for the June-July timeframe. The remaining FSE and TTX's will occur in conjunction with the State of California Golden Guardian Exercise scheduled for November, 2008. The FSE will be a one-day, countywide exercise that will include both emergency operations center and field play. Following the FSE, Riverside County will conduct three (3) half-day TTX's focused on social services, short term, and long term recovery operations. Work on this project is expected to continue through January, 2009.

2. PROPOSED ACTION

EG&G will provide an exercise support team (EST) to work with the Riverside County OES to plan, design, and conduct the series. The actual scheduling of the meetings and exercise conduct will occur in conjunction with the Riverside County OES following acceptance and approval of this proposal. The EST will complete all exercise activity by January 31, 2009. Moreover, the EST will provide the following support during the exercise series:

Golden Guardian 2008 Tabletop Exercise (Conducted June-July, 2008)

- Coordinate and facilitate up to three (3) exercise planning meetings for the tabletop (TTX) exercise
- Provide a TTX invitation letter, and track RSVPs
- Produce exercise participant badges, table tents, and conduct exercise registration
- Develop and reproduce copies of the tabletop situation manual (SITMAN) in sufficient numbers for the exercise, but not to exceed 120 copies
- Coordinate an appropriate number of EG&G facilitators to the TTX, but not to exceed six (6)
- Produce an AAR within 45 days of the exercise completion
- Provide five (5) hard copies and one (1) CD-ROM copy of each report and submit to the OES

Golden Guardian 2008 Full-Scale Exercise

- Coordinate, facilitate, and prepare materials for six (6) planning meetings (Initial Planning Conference [IPC], Mid-term Planning Conference [MPC], Final Planning Conference [FPC], AAR Conference [AAC], and two Master Scenario Events List (MSEL)/Evaluation Design Team meetings)
- Prepare and submit meeting minutes for three (3) planning meetings (IPC, MPC, FPC)
- Design and produce up to sixty (60) copies of the full-scale exercise plan (EXPLAN) for distribution to exercise planners, key exercise participants, and the simulations cell
 - Includes security, safety, VIP/Observer, real world media, and logistics annexes
- Design and produce forty-five (45) copies of the Controller/Evaluator Manual for exercise control and evaluation use
- Design and produce fifty (50) copies of the Master Scenario Events List (MSEL)
- Design and produce five-hundred (500) copies of the Exercise Player Handbook/Phonebook
- Design and produce five-hundred (500) participant and observer badges
- Identify and provide twenty (20) exercise controllers for a 2-day period
- Develop and produce registration materials for the full-scale exercise
- Assist in logistics identification and procurement
- Conduct controller, evaluator, and simulations cell training
- Analyze the completed evaluation forms, participant evaluation forms, and hot wash debrief comments to produce an HSEEP compliant, post-exercise AAR
- Prepare and submit to OES a draft AAR within 45 days of exercise completion. Final AAR will be delivered to OES no later than 60 days after exercise completion.
- Prepare five (5) hard copies and one (1) CD-ROM copy of the report and submit to the OES

Golden Guardian 2008 Recovery Tabletop Exercises

- Coordinate and facilitate up to six (6) exercise planning meetings for the tabletop (TTX) exercise
- Provide a TTX invitation letter, and track RSVPs

- Produce exercise participant badges, table tents, and conduct exercise registration for all three tabletop deliveries
- Develop and reproduce copies of the tabletop situation manual (SITMAN) in sufficient numbers for the exercise, but not to exceed 360 copies
- Coordinate an appropriate number of EG&G facilitators to the TTX, but not to exceed six (6) for each tabletop delivery
- Produce a consolidated AAR within 45 days of the exercise completion
- Provide five (5) hard copies and one (1) CD-ROM copy of the AAR and submit to the OES

3. COST PROPOSAL

EG&G's proposed total fixed price is \$249,261, broken out as follows:

First Tabletop Exercise	\$ 43,232
Recovery Tabletop Exercises	\$ 61,667
Full-Scale Exercise	\$144,362

4. INVOICING SCHEDULE

EG&G proposes invoicing based upon completion of tasks as indicated the following invoicing schedule:

First Tabletop Exercise

- 50% upon completion of Final Planning Conference (\$21,616)
- 50% upon acceptance by County OES of After-Action Report (\$21,616)

Recovery Tabletop Exercises

- 50% upon completion of Final Planning Conference (\$30,834)
- 50% upon acceptance by County OES of After-Action Report (\$30,833)

Full-Scale Exercise

- 10% upon completion of Initial Planning Conference (\$14,436)
- 20% upon completion of Mid-Term Planning Conference (\$28,872)
- 20% upon completion of Final Planning Conference (\$28,872)
- 30% upon completion of Exercise (\$43,309)
- 20% upon acceptance by County OES of After-Action Report (\$28,873)