



## Legislation Text

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**File #:** 18-587, **Version:** 1

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*Report Prepared by: Janet German, Secretary III, Fire Dept.*

**SUBJECT:** Acceptance of Hazardous Materials Commodities Flow Study and Community Risk Assessment Report

### REPORT IN BRIEF

Presentation of the Hazardous Materials Commodities Flow Study and Community Risk Assessment Report for City Council consideration.

### RECOMMENDATION

**City Council** - Adopt a motion accepting the Hazardous Materials Commodities Flow Study and Community Risk Assessment Report and directing staff to return to the Council with any implementation recommendations.

### ALTERNATIVES

1. Approve as recommended by Staff; or
2. Approve, subject to other than recommended by staff; or,
3. Deny; or,
4. Refer to Staff for further evaluation.

### AUTHORITY

Charter of the City of Merced, Section 200  
Merced Municipal Code 17.32.060 Emergency Planning and Preparedness

### CITY COUNCIL PRIORITIES

This action is consistent with the city's operating principal to promote Public Safety, as provided for in the 2018-19 Adopted Budget.

### DISCUSSION

#### Background

On October 16, 2017, City Council accepted a California Governor's Office of Emergency Services (Cal OES) FY 2017-18 Hazardous Materials Emergency Preparedness Planning (HMEP) Sub-award grant for \$55,000.

Cal OES has established a HMEP Grant Program to provide funds for local agencies to develop, improve and implement emergency plans and to conduct exercises as required under the Emergency Planning and Community Right-to-Know Act of 1986. The purpose of the program is to increase

effectiveness in safe and efficient handling of hazardous materials accidents and incidents in our community.

- The FY 17/18 HMEP \$55,000 Grant Budget Consisted of Hiring a Consultant as follows:
  - \$40,000 Commodity Flow Study
  - \$15,000 Planning Needs Assessment
- Through a Request for Proposal (RFP) process, Tait Environmental Services, Inc. (Tait) was selected to conduct a Commodities Flow Study (CFS) and Planning Needs Assessment (PNA) at a cost of \$29,694.
- The bid was significantly less than anticipated, thereby, leaving \$25,306 in grant funds.
- After completion of the CFS and PNA the fire department would use the information and data to compile a Community Risk Assessment Plan for Hazardous Materials (CRA).
- With Cal OES approval, the remaining \$25,306 in grant funds were reallocated towards hiring a consultant to prepare the CRA.
  - Because the remaining grant funds needed to be expended within 90 days of the grant award, it was determined that time was of the essence, and insufficient time existed to select a consultant through the RFP process.
  - Tait provided a bid of \$14,951 to complete the CRA.
  - Because the CRA is developed from information and data from the CFS and Tait was previously selected through an RFP process to complete the CFS and PNA, and time was of the essence, it was recommended to Council that Tait be selected to award the contract based upon Merced Municipal Code Section 3.04.210 waiving the competitive bidding requirement.
  - On 04/02/18 Council approved the awarding of the two agreements (\$44,645) to Tait:
    - \$29,694 for the completion of a CFS and PNA
    - \$14,951 for completion of a CRA

The CFS, PNA, and CRA have been completed and are ready to be presented. The CFS and PNA identifies the types and amounts of hazardous commodities transported within and through the City; the method of transportation; and the routes used, thereby allowing planners to have a better understanding of hazardous materials transportation patterns within our city. The CFS serves as the foundation for the completion of the CRA and identifies. The CFS allows planners to have a better understanding of hazardous materials transportation patterns within the city and the CRA expands upon the PNA.

## **IMPACT ON CITY RESOURCES**

None at this time. As the Fire Department works to evaluate the implementation of this study, it will return with any necessary resources as part of the FY 2019/20 Budget request.

## **ATTACHMENTS**

1. Commodity Flow Study & Community Risk Assessment PowerPoint
2. Merced City Community Risk Assessment
3. Merced City Hazardous Materials Commodities Flow Study
4. Tait Environmental Executed Agreement - CFS and PNA
5. Tait Environmental Executed Agreement - CRA