




MEMORANDUM

Date: October 12, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress 
City Manager

From: Carolyn Sheldon
Senior Grants Administrator

Subject: **Authorizing the acceptance of Port Security Grant Program (PSGP) award package**

Introduction

The City Manager's Office requests authorization to accept the attached award package for Grant No. EMW-2023-PU-00396-S01 from the 2023 Port Security Grant Program (PSGP) funded by the Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA) with a Federal award amount of \$944,819.00 (City match \$314,940.00) for the purchase of a mobile command center and mobile connectivity trailer. In addition, approval is requested to transfer the City's 25% match of \$314,940.00 from Key West Bight reserves and to make necessary budget amendments and transfers to accept the funding.

Background

Key West Harbor and the Port of Key West are the most southernmost gateway to the United States and plays host to nearly 2.5 million visitors annually. Heavy traffic to the small island city is a challenge to the city and its police department, which must maintain homeland security and safety.

In the event of a disaster (natural or otherwise), emergency or threat, the Key West Police Department is the first line of defense at the Port of Key West. Through various exercises with the Area Maritime Security Council and with the City of Key West Port Facility Security Plan, communication during utility outages is a vulnerability that is consistently recognized.

During Hurricane Irma in 2017, utility outages caused little to no communication to the outside world. Police radios were only working in line of sight and many of the towers utilized for VHF were down. There were also no cellular services available.

Purchasing a mobile command center and a mobile connectivity trailer is mission critical in order to adequately prevent, detect, respond to, and recover from disasters (natural or otherwise), emergencies and threats.

The Port of Key West submitted an application on May 12, 2023, for 2023 Port Security Grant Program funding to assist with the purchase of this equipment. DHS approved the application for funding assistance on August 25, 2023.

The Key West Bight Management District Board reviewed this item at their October 11, 2023 meeting.

Procurement

PSGP funding will be available after October 1, 2023. The City will receive up to a maximum reimbursement amount of \$944,819.00 to purchase the mobile command center and mobile connectivity trailer. Grant revenue will be budgeted in account 0010000 3312000. Expenses, based on the anticipated project cost of \$1,259,759.00 (which includes the City's 25% match of \$314,940.00), will be budgeted in account 0012104 5216400. Upon City Commission approval, the City's 25% match of \$314,940.00 will be transferred from Key West Bight reserves.

Recommendation

The City Manager's Office recommends the City Commission authorize the acceptance of the attached award package for Grant No. EMW-2023-PU-00396-S01 from the 2023 Port Security Grant Program (PSGP) funded by the Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA) with a Federal award amount of \$944,819.00.