

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE WYOMING OFFICE OF HOMELAND SECURITY FOR THE FFY 2020 STATE HOMELAND SECURITY GRANT PROGRAM (SHSP), ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING FOR THE CORONER'S DEPARTMENT IN THE AMOUNT OF \$7,500.00.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED FOR THE PURCHASE OF A MORTUARY COOLER (ROLLING RACKS, CASTERS, ASSEMBLY AND SHIPPING).

WITNESSETH

WHEREAS, the Wyoming Office of Homeland Security receives FFY 2020 SHSP funds from the Federal Emergency Management Agency and;

WHEREAS, the Wyoming Office of Homeland Security distributes a portion of these FFY 2020 SHSP funds to Wyoming Counties and;

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive FFY 2020 SHSP funds for the Coroner's Department and;

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Office of Homeland Security Grant Program (SHSP) by sponsoring this grant application to assist in financing the Coroner's Department; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on this project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY that a grant application for \$7,500.00 be submitted to the Wyoming Office of Homeland Security for consideration of assistance in funding the Laramie County Coroner's Department under the FFY 2020 SHSP grant program.

BE IT FURTHER RESOLVED, that Sandra Newland, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PASSED, APPROVED AND ADOPTED THIS 17TH DAY OF MARCH 2020.

By: _____

Date: _____

Gunnar Malm, Chairman

ATTEST:

Date: _____

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:

Date: 8/14/20

Mark Voss, County Attorney

**FFY2020 State Homeland Security Program
Grant Application**

Agency Name*: Laramie County Coroner's Office

Project Title*: Mortuary Cooler

Dollar Amount Requested*: \$7,500.00

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Applicant Information

Agency Name*: Laramie County Coroner's Office

Type of Jurisdiction*: Coroner

If other, please describe: [Click here to enter text.](#)

Legal Jurisdiction Name (if different): [Click here to enter text.](#)

Mailing Address*: 3964 Archer Parkway
Cheyenne, WY 82009

DUNS Number*: 197732709

*If your agency does not have a DUNS number, one can be obtained here: <http://fedgov.dnb.com/webform>

Agency Point of Contact (to contact in regards to this application) *: Coroner Rebecca Reid
Telephone Number: 307-775-7475
Email Address: rreid@laramiecounty.com

Alternate Agency Point of Contact (to contact in regards to this application): Sandra Newland
Telephone Number: 307-633-4201
Email Address: snewland@laramiecounty.com

Will you accept partial funding?

☐ Yes

☒ No

Please explain: Our request would not be able to be completed if partial funding were provided.

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Project Description

Project Justification: Community Resilience

Briefly describe the project and how it supports the investment justification.

The Laramie County Coroner's Office is requesting funding for a mortuary cooler (decomp cooler for the storage of three bodies). This project falls under the Community Resilience section as it assists in the response and recovery from a threat or incident creating fatalities. The mortuary cooler is on casters so it could be deployed across the state if ever needed. Within the 2019 THIRA our county discussed fatality management and the ability for proper isolation of contaminated or contagious bodies because of infectious disease or biological events. The requested cooler will assist our county and others in providing proper storage for up to three bodies for the core capability of community resilience through fatality management.

Describe threats and hazards that create the need.

We anticipate the mortuary cooler being a critical asset in a variety of threats to include, chemical, biological, radiological, and natural events causing fatalities to include infectious diseases. The portable unit would allow our Coroner's Office and other authorized users to hold up to three bodies separate from the permanent morgue. The mortuary cooler can be utilized on all fatalities and is not threat or hazard specific.

Explain this project's dual applicability to all-hazard events (manmade and natural hazards):

The mortuary cooler is easily transportable (92lbs empty on casters) and could be used for fatalities requiring isolation. The cause of the threat/scene is not a prohibiting factor for the equipment to be utilized, as it is portable and self-contained. This is also a deployable asset that could be requested and used throughout the state.

Identify portions of the THIRA and SPR that the project will address.

Our request addresses the Laramie County THIRA with examination of the Fatality Management Services capability. Our Coroner's Office cannot process more than five deceased individuals at any given time. We have one open morgue cooler and currently do not have any way to isolate bodies, due to infectious diseases or other contaminating factors. The THIRA confirmed our known gap in this area with response and recovery. The cooler would facilitate a speedier process for isolating bodies away from the

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main morgue. Our THIRA identified mortuary processing as a mid-priority area for community resilience.

How will this project increase capability or reduce vulnerabilities in protecting, preventing, responding, or recovering from an act of terrorism?

The proposed project will increase our office's ability and capacity to contain bodies and remains separate from the main morgue, due to concerns of infectious diseases or other contaminants. This ability is particularly useful in terrorist or CBRNE events where the deceased are considered to be evidence and require specific handling or isolation. The mortuary cooler will increase the Coroner's capability to recover in the event of terrorist activities involving fatalities.

Provide justification on how the project will be maintained, supported, and sustained.

The Laramie County Coroner's Office will assume all responsibility for the maintenance of the equipment to keep it operational and ready for use internally and externally by MOU partners. The requested equipment can easily be sustained by Laramie County for future operations. Our request would assist Laramie County and the state in fatality management.

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Core Capabilities

Core Capability:

The Core Capabilities are outlined in the National Preparedness Goal which can be found at: <http://www.fema.gov/pdf/prepared/npg.pdf>. Additional information regarding the Core Capabilities can be found by going to <http://www.fema.gov/core-capabilities>. The Crosswalk of Target Capabilities can be located at <http://www.fema.gov/pdf/prepared/crosswalk.pdf>

Primary: **Fatality Management Services**

Secondary: **Forensics and Attribution**

Tertiary/Third: **Operational Coordination**

Describe existing capability levels.

The Laramie County Coroner's Office currently has the capability to process and handle up to five bodies at once in the existing facility with existing equipment. We do not have a separate mortuary cooler within our department nor are we aware of one available from another agency. When we need to contain infected deceased individuals we have to put the entire department on lockdown and there is no way to isolate a body.

Please provide an overview of the trainings, exercises, real events, or other needs assessments that have identified this as a gap (included the cause of the gap).

The Laramie County Coroner's Office participates in all area trainings and exercises. We have been highly involved in all planning and training efforts coordinated by our EMA Office. We participate in all area exercises, trainings, tabletops and planning efforts with LCCC, refinery, CFD and the state. When we participate in these activities, the identified gap of the Coroner's Office is not having the capability to process more than five bodies at a time. We believe we can increase this number and assist other agencies with the requested mortuary cooler. Through the THIRA process, our agency has been made aware of various manmade and natural hazards that have the potential to create a larger number of fatalities or unique cases requiring confinement. Our office does not have the ability to separate bodies from the main morgue and this is an increasing concern.

How will this project reduce capability gaps?

If funded, the mortuary cooler will allow our Coroner's Office and authorized users to safely store a body or remains separate from the main morgue. This will keep the contamination concern isolated to the smaller

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mortuary cooler. This will in turn reduce the exposure of the main morgue and help protect employees working within the morgue.

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Basic Project Information

Primary Mission Area*: **Protection**

Additional information regarding these Mission Areas can be found at: <http://www.fema.gov/mission-areas>

Does this investment focus on building new capabilities or sustaining existing?

- ☒ Build
☐ Sustain

Is any part of this proposed project a deployable asset? *(Identifies the availability and the utility of an asset to multiple jurisdictions, regions, and the Nation; provides information on mobility of assets in an area. An asset that is physically mobile and can be used anywhere in the United States and territories via Emergency Management Assistance Compacts (EMAC) or other mutual aid/assistance agreements)*

- ☒ Yes
☐ No

Please explain:

Yes, this equipment can be used as deployable asset.

Is any part of this proposed project a shareable asset? *(Identifies the asset's ability to augment and sustain a reinforced response within a region. An asset that can be utilized as a local, state, regional, or national capability, but is not physically deployable (i.e., fusion centers)*

- ☒ Yes
☐ No

Please explain:

This equipment can be used for multi-jurisdictional response, but is physically deployable.

Does this project support a NIMS typed resource?

- ☐ Yes
☒ No

Please explain:

No, the equipment is not specifically NIMS typed.

Has this project been identified as a local priority through trainings, exercises, real world events, or other needs assessments?

- ☒ Yes
☐ No

Please explain:

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The Laramie County Coroner's Office has prioritized this project to assist with addressing the identified gaps within the THIRA under fatality management, forensic attributions and operational coordination. A separate mortuary cooler is needed to be able to isolate bodies from the main morgue.

Does this project support a previously awarded investment?

☐ Yes

☒ No

If yes, what previous year, investment name and last completed milestone?

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Milestones

Submit at minimum of three (3) milestones for all projects. Milestones should represent a logical progression of the project to allow for realistic monitoring and management of grant funding. This attribute will function as a tool for measuring project progress in future reporting periods. Provide a high level narrative description of activities to occur within each milestone including anticipated milestone dates/timeframes.

	Milestone/ Key activity	Projected Start Date	Projected End Date
1	Upon award, request quotes for equipment	10/1/2020	12/31/2020
2	Research equipment, evaluate quotes, award vendor contract and purchase equipment	1/15/2021	4/15/2021
3	Installation, training and implementation of equipment	05/01/2021	10/15/2021
4	Establish policies and procedures for operations	05/01/2021	10/15/2021
5	Finalize and closeout grant funds	10/15/2021	11/15/2021

1. A grant award is anticipated to occur in October 2020. At this time, we will establish a budget and accounting line items to prepare for the grant. After funding has been awarded, we will go out for a formal quote process according to Laramie County Procurement Policies the requested equipment. We are anticipating this will be completed by the end of December 2020.
2. We plan to receive quotes the beginning of February 2021 and at that time all quotes will be evaluated and a vendor recommended. We will also be conducting research on the proposed equipment for proper fit into our department. Once this process is complete, we will be moving forward with our selected vendor to purchase the equipment. We are allocating three months for this process.
3. Beginning in May of 2021, we anticipate receiving the equipment. At the time of the equipment arriving we will inventory and sticker all items.
4. During the same six-month timeframe, the Laramie County Coroner's Office will establish policy and procedures consistent with legal standards and applicable uses, and will establish a team of authorized users.
5. Our final milestone will be to close out and finalize all grant items for the grant from the Wyoming Office of Homeland Security. We anticipate this concluding around November 2021.

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Budget Narrative

Instructions: Below you will find a budget table for each of the 5 solution areas: planning, organization, equipment, training, and exercise. Complete a budget table and narrative for each solution area associated with your project. For more information on allowable expenses for each solution area, please see the 2020 SHSP application guidance.

Budget Summary Table

Please submit the budget narrative that further details the total amount of funding being requested for each solution area.

Solution Area	Amount of Funding Requested
Planning	\$0.00
Organization	\$0.00
Equipment	\$7,500.00
Training	\$0.00
Exercise	\$0.00
Total Amount:	\$7,500.00

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Planning Table

Description	Amount Requested
NO ACTIVITY	

Narrative: Summarize planned expenditures requested for planning. What is the gap identified through the THIRA/SPR being addressed? Describe how the funding will contribute to building or sustaining a core capability.

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Organization Table

Description	Amount Requested
NO ACTIVITY	

Narrative: Summarize planned expenditures requested for organization. What is the gap identified through the THIRA/SPR being addressed? Describe how the funding will contribute to building or sustaining a core capability.

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Equipment Table

Equipment Description	AEL Code	Requested Amount
3 Body Oversized Mortuary Cooler XL (rolling racks, casters, shipping and assembly)	09MO-02-REFR	\$7,500.00
TOTAL EQUIPMENT REQUEST:		\$7,500.00

The AEL is available at <http://www.fema.gov/authorized-equipment-list>. Some equipment items require prior approval before the obligation or purchase of the items. Please reference the grant notes for each equipment item to ensure prior approval is not required.

Narrative: Summarize planned expenditures requested for equipment. What is the gap identified through the THIRA/SPR being addressed? Describe how the funding will contribute to building or sustaining a core capability.

We are requesting funding for a portable mortuary cooler. The Coroner's Office is open to various types of coolers, but wants something reliable and durable. The cooler cost includes rolling racks, casters, assembly fees and shipping costs. The Laramie County Coroner's Office will receive quotes following county purchasing policies prior to the purchase. The gap identified is in Fatality Management Services. This will aid in our ability to process and handle more than our capacity of five bodies at any given point. Even with our cooler storage being 40-45 bodies, this is for storage only and does not account for the processing of the deceased or isolation requirements. The requested equipment will be fully portable and deployable for use across the state as needed. If funded, this equipment will contribute to reducing our identified gaps within fatality management. We will be able to build on this core capability for future expansion.

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Training Table

Training	Description	Requested Amount
NO ACTIVITY		
TOTAL TRAINING REQUEST		\$0.00

Narrative: Summarize planned expenditures requested for training. What is the gap identified through a Training and Exercise Plan or other assessment (National Emergency Communications Plan NECP Goal Assessments)? Describe how the funding will contribute to building or sustaining a core capability.

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Exercises Table

Exercise	Description	Requested Amount
NO ACTIVITY		

Narrative: Summarize planned expenditures requested for exercise. What is the gap identified through the Training and Exercise Plan or THIRA/SPR being addressed? Describe how the funding will contribute to building or sustaining a core capability.

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Application Checklist

Required:

- ☒ Complete FFY 2020 State Homeland Security Program Grant Application
- ☒ NIMS Adoption Resolution
- ☒ THIRA/SPR Certification

If applicable:

- ☒ Communications maintenance and sustainment plan
- ☒ Training and Exercise Plan (required if funding is being requested for training or exercise)
- ☒ Any applicable supporting documentation (maps, product specifications, quotes, etc.)

Applicable Grant Programs: Amtrak , SHSP , THSGP , UASI

Grant Notes:

Applicable Core Capabilities:

Replaced by [09MY-02-RACK](#)

09MO-02-REFR Refrigerators, Body (2,3, or 4 body)

Description: Stand alone refrigerator units for 2,3, or 4 bodies to increase storage space in trailers or temporary morgues.

Applicable Grant Programs: Amtrak , SHSP , THSGP , UASI

Grant Notes:

Applicable Core Capabilities:

Replaced by [09MY-02-REFR](#)

(09MS) Medical Supplies

(09MS-01) General

09MS-01-ALPP Pads, Alcohol Prep

Description: Single-use alcohol prep pad to cleanse patient skin surface.

Applicable Grant Programs: Amtrak , LETPA-SHSP , LETPA-UASI , MMRS , OPSG , SHSP , THSGP , TSGP , UASI

Grant Notes: Medical equipment, supplies, and pharmaceuticals purchased under this grant program are allowable only to supplement normal stores, in order to provide the surge capacity necessary for CBRNE terrorism response. They are NOT intended for routine use.

Applicable Core Capabilities: Environmental Response/Health and Safety , Mass Care Services , Mass Search and Rescue Operations , Public Health and Medical Services

09MS-01-BAGB Bag, Body, Heavy-Duty

Description: Single-use body bag to contain deceased patients.

Applicable Grant Programs: Amtrak , LETPA-SHSP , LETPA-UASI , MMRS , OPSG , SHSP , THSGP , TSGP , UASI

Grant Notes: Medical equipment, supplies, and pharmaceuticals purchased under this grant program are allowable only to supplement normal stores, in order to provide the surge capacity necessary for CBRNE terrorism response. They are NOT intended for routine use.

Applicable Core Capabilities: Fatality Management Services , Mass Care Services , Mass Search and Rescue Operations , Public Health and Medical Services

09MS-01-KDEB Kit, Debridement, and Supplies

Description: Single-use, disposable kit to clean soft tissue injuries and surfaces.

Applicable Grant Programs: Amtrak , LETPA-SHSP , LETPA-UASI , MMRS , OPSG , SHSP , THSGP , TSGP , UASI

Grant Notes: Medical equipment, supplies, and pharmaceuticals purchased under this grant program are allowable only to supplement normal stores, in order to provide the surge capacity necessary for CBRNE terrorism response. They are NOT intended for routine use.

Applicable Core Capabilities: Environmental Response/Health and Safety , Mass Search and Rescue Operations , Public Health and Medical Services

09MS-01-LNEN Linens

Description: Disposable and non-disposable linen products.

Applicable Grant Programs: Amtrak , CCP , LETPA-SHSP , LETPA-UASI , MMRS , OPSG , SHSP , THSGP , TSGP , UASI

Interactive versions of this list, including an integrated AEL/SEL display are available on-line at www.rkb.us.



3 Body Oversized Mortuary Cooler XL MAXX by American Mortuary

~~\$6,459.00~~ **\$6,299.00 Sale**

Add Rolling Rack

YES

Add Assembly

NO

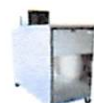
Add Casters

YES

ADD TO CART

Price Match Available

We will price match for equal quality on all items.



AMC Model #3BX Mortuary Cooler

3 Body Mortuary Cooler Oversized Model

External (O.D.): 7' 6" x 3' 7 3/4" x 5' 2" Length x Width x Height

Internal (I.D.): 6' 11 1/4" x 3' 1" x 4' 6 3/4" Length x Width x Height

Finished Door Opening: 36" x 54" (Oversized width)

Compressor Specifications (not included in the above specifications)

24 1/2" Wide (side to side) x 28 1/4" Long (front to back) x 18" High (top to bottom)

Weights 92 lbs.

Plugs directly into a 110V wall outlet, no electrician or plumber needed. Easy customer installation.

Electrical: 115 Volts/1/60

1/3 Horsepower

8.3 Amps

BTUH: 2610

Customer Installation Difficulty Level: 1

(This unit is also available pre-assembled for a charge, please read the disclaimer regarding shipping assembled)

1.5- 2 Hour install time.

Basic Tools Needed: Cam-Lock wrench (provided), power drill, basic drill bits, socket wrench, 6' level, rubber mallet, and a tape measure.

100% American Made Mortuary Coolers. These are never to be confused with imported products. We also provide a full range of references in almost every state.

Made by the American Mortuary Cooler Company.
References available.

This unit can be shipped fully assembled for an additional fee.

Customer is fully responsible for offloading on site with proper equipment.

3BX ADD-ON'S

Option A

Full Roller Rack System (pictured) adds 3 tier easy glide roller system. This is not standard and must be upgraded \$798.00 at the time of order only.

(Boards are not included)

Option C

Rolling Casters (pictured) select this from the drop down menu. Casters are not included and are only pictured for reference. All 4 casters are swivel and locking. Casters are not included.

\$395.00

Assembly is \$250.00 additional Assembly not included.

Sandra Newland

From: Amber Dancliff
Sent: Tuesday, March 10, 2020 11:07 AM
To: Sandra Newland
Subject: 3-tier cooler
Attachments: 2020_03_10_10_56_56.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Sandra,

The dimensions for the cooler are in the attachment. Here are the answers for your questions ☺

1. 3 rack system (3 bodies)
2. Dimensions in attachment
3. \$7500.00 (Rolling rack, Casters, Shipping, Assembly)
4. Infectious Disease storage, Decomp storage away from other cooler (keeps these things separate)
5. 3 tier rack and caster system

Let me know if this will suffice for now. Also, can you please tell me the date and time for the agenda and pre agenda.

Much appreciated.

Amber Dancliff
Executive Assistant
Laramie County Coroner
(307) 775-7475