



MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) is entered into by and between FT Bend County, Texas Office of Emergency Management (Customer) and the Texas Engineering Extension Service (TEEX) shown below as Contracting Parties.

I. CONTRACTING PARTIES

The Receiving Party:

Ft Bend County, Texas
Office of Emergency Services

The Performing Party:

Texas Engineering Extension Service (TEEX)
301 Tarrow, College Station, TX 77840-7896

II. STATEMENT OF SERVICES PERFORMED

See Statement of Services dated September 27, 2010, and attached hereto and incorporated as Attachment A.

III. AGREEMENT AMOUNT

The total amount of this agreement is:
\$75000.00 (seventy-five thousand, dollars)

IV. PAYMENT FOR SERVICES

Payment for services performed shall be billed lump sum with payment due within thirty (30) days of service delivery.

This Agreement is to begin as of the date of the last signature and shall terminate as of August 31, 2010

If this Agreement is not executed by all parties within 60 days of date of the first signature, then this Agreement will be null and void and of no further effect.

VI. ALTERNATIVE DISPUTE RESOLUTION

The dispute resolution process provided in Chapter 2260, Texas Government Code, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260, shall be used by Customer and TEEX to attempt to resolve any claim for breach of contract made by Customer that cannot be resolved in the ordinary course of business. Customer shall submit written notice of a claim of breach of contract under this Chapter to the Deputy Director of TEEX, who shall examine Customer's claim and any counterclaim and negotiate with Customer in an effort to resolve the claim.

VII. RIGHT TO TERMINATE

Both Parties reserve the right to terminate this agreement for reasonable cause or if it is determined the objectives of this program cannot be accomplished. Party wishing to terminate this program must notify the other Party in writing thirty (30) days in advance and arrange for a mutual settlement of expenses incurred.

V. TERM OF AGREEMENT

The undersigned Parties bind themselves to the faithful performance of this Agreement.

For the Customer: FORT BEND COUNTY

Texas Engineering Extension Service:

Signed: Robert Hebert

Signed: _____

Name: Robert Hebert

Name: _____

Title: County Judge

Title: _____

Date: October 5, 2010

Date: _____



10-6-10 copy received

ATTACHMENT "A"
Ft Bend County Office of Emergency Management
TEEX/NERRTC, Jurisdictional Crisis Emergency Management –
Emergency Operations Center (J CEM-EOC) Course
Statement of Services

Course Overview: The Jurisdictional Crisis Emergency Management – Emergency Operations Center (J CEM-EOC) Course provides jurisdictional teams with incident management and decision-making skills required to safely and effectively manage any "All Hazards" large scale or catastrophic incident (man-made or natural) in their specific jurisdiction/region. The course provides an overview of emergency response considerations and methodologies of the Incident Command System (ICS) in an EOC, followed by eight (8) hours of computer-driven exercise. This course, using a multidiscipline, jurisdictional team building approach, focuses on the EOC critical decision-making requirements within the EOC. The course exercises incident management skills, staff responsibilities, and related decision-making requirements. Each staff position is integrated into a management structure within the ICP. During the simulations, participants may train in a fixed, assigned position, or opt to train in several positions during simulation exercises. Over 30% of the course is hands-on computer-driven simulation training activities, designed to reinforce and hone their emergency management and decision-making skills during the simulated response to a large scale or catastrophic incident.

Course Scope: The scope of this course addresses a number of priorities and capabilities that the Department of Homeland Security is encouraging state and local jurisdictions to establish. This training course assists with establishing priorities for the National Planning Scenarios, National Preparedness Goals, the Universal Task List, and the Target Capabilities List.

Participants: Emergency managers who are in management or supervisory positions that may be required to perform in an emergency operations center, or other multiagency coordination entity, for a jurisdiction during a response to any "All Hazards" incidents. Each course is designed for a maximum of 45 participants – supervisors and managers - in a balanced representation of the following disciplines or services:

- Fire Services
- Emergency Medical Services (EMS)
- Hazardous Materials (Hazmat)
- Law Enforcement
- Public Health
- Health Care
- Public Works
- Emergency Management
- Governmental Administration
- County, State, and Federal agency personnel who will respond with a local jurisdiction during any All Hazards or CBRNE/terrorism incident
- Private/Corporation

Course Length: Three days (24 hours).

Course Delivery Dates: TBD

Course Delivery Location: This training will be delivered at a location selected by the requesting jurisdiction and at a time determined by the requesting jurisdiction. NERRTC provides the instructors and the training materials, and the host jurisdiction provides the course participants and classroom facilities.

Course Specifics: The first two days day of the JCEM-EOC course delivery includes a refresher on the roles, responsibilities, and functions of an EOC with activities designed to emphasize important concepts. Topics include information management processes; EOC planning process, using the Coast Guard Planning "P" model as applied to the EOC; and resource management processes. The third day of the course includes an 8-hour exercise tailored using a scenario selected by the jurisdiction.

Deliverables:

- Three day J CEM-EOC course consisting of:
 - Day one will consist of lecture and activities focused on the roles, responsibilities, and functions of an EOC, Information Management processes; EOC Planning Process, using the Coast Guard Planning "P" model as applied to the EOC; Resource Management Processes.
 - Day two will consist of two four hour notional exercises.
 - Day three will consist of One (1) 8-hour exercise using a scenario selected by the jurisdiction
 - Final details and scheduling will be determined after approval of the project

Total Delivery Costs for J CEM-EOC: **\$75,000**