Cal E·M·A

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

CALIFORNIA 1122
PROGRAM GUIDANCE

COUNTER DRUG
HOMELAND SECURITY
EMERGENCY RESPONSE

Section 1122
National Defense Act 1994 & 2009

September 2010

PROGRAM GUIDANCE

Program Highlights:

- California 1122 Public Safety Procurement Program (PSPP)
- Program History
- Program Eligibility Requirements
- Advantages of the Program
- Federal Resources
- Certification Process
- Ordering Process

CALIFORNIA 1122 PUBLIC SAFETY PROCUREMENT PROGRAM (PSPP):

The California Emergency Management Agency (Cal EMA) has been designated by the Governor as the Lead Agency for the PSPP. This authority is derived from The National Defense Authorization Act (Section 1122) for FY1994 and FY2009 and subsequently became law under Title 10 Section 381 Military Support for Civilian Agencies (a copy of the extract is attached as Appendix 1). This law provides the authority for state and local governments to purchase equipment for counter-drug, homeland security and emergency response activities from specific federal sources.

PROGRAM HISTORY:

The Counter Drug (CD) program was introduced in December 1994 at a conference hosted by the U.S. Department of Justice, Bureau of Justice Assistance (BJA), in which the General Services Administration (GSA) and the U.S. Department of Defense (DOD) participated. Three states - California, North Carolina, and West Virginia – were selected to participate in a pilot program to test the concept and were offered BJA grants to get started. The governors were asked to appoint State Points of Contact (SPOCs) to administer the State program, and the Secretary of the Army was appointed as executive agent for DOD. Each pilot State was given the latitude to organize its 1122 Program according to its own State preferences and procedures.

With the passing of the National Defense Authorization Act of FY2009 the 1122 Public Safety Procurement Program was expanded to include Homeland Security (HS) and Emergency Response (ER). California was again selected to participate in a pilot program to test the expansion of the program starting 1 July 2009.

The 1122 Program is a valuable opportunity for State and local governments throughout the country to participate and save substantial dollars for their counter-drug, homeland security and emergency response activities.

PROGRAM ELIGIBILITY REQUIREMENTS:

Participation in the 1122 Program is available to California State and local governments to purchase equipment for Counter Drug, Homeland Security and Emergency Response activities. Requirements for an agency to purchase equipment are they must certify in the 1122 program for CD, HS and or ER. Each participating agency must select one activity per certification letter, but may certify in all three.

In those instances where the status of the agency cannot be determined, the requesting agency must contact the State Point of Contact (SPOC) for further determination.

Certification does require that an agency has as a part of its mission one or all three of the below activities, depending on what activity they certify in:

- Counter Drug: A requirement to enforce anti-drug laws or engages in or supports prevention, intervention or suppression activities related to counter drug.

- Emergency Response: A requirement for first responders plus emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) that provide immediate support services during prevention, response, and recovery operations. The emergency responder community consists not just of fire, law enforcement, and medical immediate responders to an accident or emergency situation but also to the infrastructure that supports them and other emergency response organizations.

- Homeland Security: A requirement for homeland security to prevent and protect California from terrorist attacks within the United States; reduce America's vulnerability to terrorism, major disasters, and other emergencies; and minimize the damage and recover from attacks, major disasters, and other emergencies that occur.

ADVANTAGES OF THE PROGRAM:

A purchasing advantage is achieved through discounts that are available to the Federal Government due to large volume purchases. Additionally, some of the advantages of this program include the following:

- Gives program-certified State and local governmental agencies access to the purchasing power of the U.S Government for equipment and supplies.
- Provides opportunities to buy equipment, supplies, and services (maintenance and training) from selected Federal General Services Administration (GSA) schedules.
- All equipment, supplies and services on GSA schedules have been synopsized in FedBizOpps and satisfy the requirements of the Competition in Contracting Act (Pub. Law 98-369) and Federal Acquisition Regulation (FAR) Part 5, Publicizing Contract Actions. For complete information visit GSA's Schedule Ordering Guidelines at: http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentType=GSA_OVERVIEW&contentId=8126&noc=T

- Provides agencies the opportunity to purchase equipment from the Department of Defense through the Defense Logistics Agency (DLA) and the Department of the Army (DA).

FEDERAL RESOURCES:

Under the 1122 Program, items are available for purchase through three separate federal sources; The General Services Administration (GSA contracted vendors and AutoChoice), from the Department of Defense via the Defense Logistics Agency and the Department of the Army.

There is one restriction on Homeland Security Purchases. The item purchased must be in the Homeland Security Authorized Equipment List (AEL) which is located in the FEMA Responder Knowledge Base at: https://www.rkb.us/mel.cfm?subtypeid=549.

GSA Contracted Vendors: Under the Federal Supply Schedule system, GSA enters into contracts with commercial vendors who provide supplies and services at predetermined prices for specified periods of time. Agencies may make inquiries into products directly to the vendor; however, orders must be processed through the 1122 staff. For a complete listing of vendors and products that are available, please visit GSA's schedule items page at http://www.gsaelibrary.gsa.gov. Please note that even though a vendor may be listed, they may not actually participate with the 1122 Program. Therefore, it is always recommended that personal contact be made with a selected vendor's GSA sales representative in order to confirm their willing participation in the program.

The GSA product and service schedules currently available under the 1122 Program for Counter Drug, Homeland Security and Emergency Response activities are:

36 The Office, Imaging, and Document Solution

SIN	Description
20-220	Projection Screens, Projection Stands, Projection Printers (Enlargers), and Projection Systems, as noted below— Projection Screens can be used for all types of projection applications, including front and rear, portable, manual/electronic wall or ceiling, wall mount, tripod, theater video screen, and optical. Projection Stands can be used with or without electrical outlets, and may be folding, non-folding, or self-leveling. Projection Printers (Enlargers) permit vertical and/or horizontal projection, and are designed for and used specifically with the projectors listed under SIN 20-300. Projection Systems are high-definition electronic cinema projection systems that deliver film-quality images and digital surround sound. Includes directly related Accessories, Attachments, and Supplies.
20-300	Projectors. Includes Digital and Still Picture Projectors; LCD, DLP Multimedia, High Output, Theater Projectors; 35mm Slide Projectors and Viewers; and Projecting Sets. Also includes Slide Mounters to produce 2" x 2" slides mounted with 35mm transparency materials, including polyester base films. Includes directly related Accessories, Attachments, and Supplies
50-156	Personal and Document Identification Systems: Includes Eye, Face, Palm, Fingerprint, and Voice Recognition Systems. May include Photo Identification Cameras and Systems, and Embossed Card Systems. Systems may be PC accessible and may feature Smart Card Technology, such as Encoded Magnetic Strips, Bar Codes, and Signatures. Includes all related Software, Attachments, Accessories and Supplies. *Excludes:* Public (Private) Key Infrastructure (PKI).

Schedule 51 V Hardware SuperStore

SIN	Description
	Hardware Store Department
105-002	Hardware Store Catalog. Includes Flooring; Fencing; Hardware; Building Materials; Tools; Appliances; Electric; Paint; Plumbing; Lawn and Garden; Motors; Shop; Machining; Welding; Material Handling; Carts, Trucks, and Dock; HVAC; Cleaning and Irrigation; and Equipment.
	Tools Department
550-001	Powered Tools. Includes Hammer Drills, Grinders, Routers, Sanders, Saws, Screwdrivers, Drills, Staple Guns, Nail Guns, Scribers, Torque Wrenches, Drivers, Riveters, Socket Wrenches, Riveters, Scalers, Microshavers, Air Regulators, Hammers, Impact Wrenches, Polishers, Nutrunners, Air Vacuums, Sealant Guns, Ratchets, Sockets, Screw Starters, Pliers, Nippers, Mallets, Punches, Chisels, Nail Sets, Cutting and Stripping Tools, Measuring Tools, Set-up and Layout Tools, Automotive Specialty Tools, and Connector Tools.
600-001	Tool Boxes, Tool Cabinets, Tool Chests and Tool Holders: All Types of Boxes, Cabinets, Chests, Holders, Rolls, Satchels, Bags, Pouches, and Organizers for the storage of tools and tool accessories: Includes Portable, Stationary, Vehicle Mounted, Workbench Mounted, Hand-held, Antistatic, Rugged, Modular, Secure, Locking, Stackable, and Safety.
612-209	Tool Kits. Includes General Maintenance, Vehicle/Aircraft System Specific, Repair, Cable, Master, Pinch Pin, Metric, Standard, Society of American Engineers (SAE), Mechanic, Heavy Equipment, Diesel, Industrial, Impact, Pneumatic, Electrical, Machinists, HVAC, Gear, Plumbing, and Soldering.
613-001	Nonpowered Tools: Includes Socket Wrenches, Screwdrivers, Saws, Riveters, Scalers, Microshavers, Air Regulators, Hammers, Drills, Grinders, Impact Wrenches, Sanders, Polishers, Nutrunners, Air Vacuums, Sealant Guns, Nail Guns, Ratchets, Sockets, Screw Starters, Pliers, Nippers, Mallets, Punches, Chisels, Nail Sets, Cutting and Stripping Tools, Measuring Tools, Set-up and Layout Tools, Connector Tools, and Specialty Tools.
	Lawn and Garden Department
341-100	Lawn and Garden Equipment, Machinery and Implements. Includes Mowers (all types); Gas and Diesel Tractors Dedicated to Lawn and Garden Without Implements (*Excludes* Tractors with Attachments Enabling Multiple or General Purpose Use such as Loading, Excavation, Agricultural, Highway/Road Maintenance or Clearing, and Mowing Construction); Mowing Implements; Flail Mowing Units; Boom Mowers; Sickle Mowers; Rotary Mowing Units; Roto-Tillers; Snow Throwers and Blowers; Grass, Hedge and Tree Trimmers; Edgers; Blowers; Vacuums; Sweepers; Sprayers; Renovators; Spiders; Sod Cutters; Broadcasters; Spreaders; Seeders and Other Various Lawn and Garden Implements (Not Tractor Drawn or Mounted).
341-800	Lawn and Garden Tools. Includes Chain Saws, Lawn Sprinklers, Soaker Hoses, Garden Hoses, Grass Sheers, Pruning Sheers, Tree Trimmers, Pruning Saws, Weed Whip Cutters, Rakes, Spading Forks, Manure Forks, Brush Hooks, and Garden Hoes

SIN	Description
	Power Distribution Equipment, Generators, and Batteries
383-2	Portable, Standby, Backup, or Prime Generators. Includes Generators Powered by Electricity, Gas, or Diesel, Rotary Motor Generators, Trailer Mounted Units, Enclosed Mobile Power Generation Standby Units, and Load Banks and Generator Transfer Switches. Includes Options, Accessories, and Parts
383-5	Batteries and Battery Chargers. Includes Rechargeable Batteries (Carbon Zinc, Alkaline Manganese Dioxide, Mercuric Oxide), Non-rechargeable Batteries, Dry Cell Batteries, Stationary Batteries, Storage Batteries, Motive Batteries, Vehicle Batteries, Automotive and Industrial Truck Battery Chargers, and Stationary Battery Chargers. Includes Accessories and Parts
383-10	Portable Light Towers. Includes Generator-Sets, Batteries, Observation Towers, and Communication Towers. Includes Accessories and Parts.
412-3	Surge Protection/Suppression. Includes Sneak Current Protector, Telecommunications Surge Protection, Voltage Sensitive Devices, Wall Outlet Surge Protectors, and Wall Outlet Surge Protectors with EMI/RFI Filtering. Includes Accessories and Parts.
412-8	Hard Wired Surge Protection and EMI/RFI Filtration Devices. For use in power distribution systems of 120 volt single phase and 208 or 380 volt phase power distribution.
412-14	Uninterruptible Power Supplies. Includes AC and DC Regulated Power Supplies, Line Conditioners, Inverters, AC/DC and DC/DC Converters and UPS, and Frequency Converters. Includes Accessories and Parts
412-15	Power Distribution Units.
412-17	Switchgear, Panelboards, Switchboards, Load Centers, and Metering: Includes Electrical Lockout Devices. Includes Options, Accessories, and Parts
412-19	Transformers.
412-21	Electrical, Voltage, and Generator Controls, Electric Motors, and Motor Controllers/Motor Control Centers. Includes Miscellaneous Wiring, Lay Flat Extensions, Cable and Conduit Assemblies, and Breakers and Extension Kits. Includes Options, Accessories, and Parts. *Excludes* Automotive Motors.
412-50	Ancillary Services Related to Power Distribution Equipment.
	Solar Energy Systems, Energy Saving Lighting Products, and Specialty Lighting
206-12	Outdoor Lighting, Airport Lighting, and Related Accessories. Includes Approach Strobes; Runway and Taxiway Lights; Sign Lighting; Rugged, All-Weather Outdoor Facility Lighting; and Permanent or Portable Athletic Field Lighting. Includes Options, Accessories, and Parts.
	Warehouse Equipment and Supplies
357-11C	Warehouse Equipment and Supplies. Includes Storage Systems, Storage Racks, Conveyors and Conveyor Systems, Conveyor Belts, Slings, Hooks, Rope, Chain, and Webbing: Includes Material Handling Options and Accessories such as Strapping, Shrink Wrap, Sealer, Sealing Iron, Load Binder, Cord, and Twine
	Air and Water Purification Equipment
641-2	Water Filtration Systems: Includes units that filter out harmful bacteria and parasites using replaceable filter media; units to prepare water for consumption by persons without access to safe water supplies; and storage units for treated/potable water. Includes Options and Accessories.

Schedule 58 I Professional Audio/Video, Telemetry/Tracking, Recording/Reproducing, and Signal Data Solutions

SIN	Description
58-1	Recording and Reproducing Video and Audio Equipment, Accessories, Repair Parts and Spare Parts, as noted below—
	Video and Audio Recording and Reproducing Systems; Includes complete systems as well as separate components. Includes recorders and duplicators for both analog and digital media, including cassettes, cartridges, and video discs. May include special effects generators, including time and date stamping, picture in picture, closed captioning, text addition, character and symbol insertion and manipulation, and audio voice over equipment. Also includes amplifiers, mixers, switchers, synchronizing components, and editing equipment.
	Mini Studio Systems and Components. Includes training room and instructional systems, control room and studio control modules, and multiple microphone and video stations.
	Video projection components. Includes digital projectors, video walls, rear projection display screens, LED walls, LCD projectors, and control modules for controlling video projection.
58-2	Monitors and Monitors/Receivers, Accessories, Repair Parts and Spare Parts. Includes Color and Monochrome Monitors with Picture Tubes, LED, LCD, or Plasma Screens; Monitors that operate on Alternating Current (AC), Battery, or both; and Flat Panel Display Monitors.
58-3	Color and Monochrome Television Cameras, Accessories, Repair Parts and Spare Parts. Includes Professional, Industrial, Broadcast, Fixed, Portable, Analog, Digital, and Separate Head Cameras. *Excludes* Household Cameras.
58-4	Audio Equipment, Accessories, Repair Parts and Spare Parts. Includes both Professional Sound Systems and Components.
	Audio Equipment Components. Includes Amplifiers, Speakers, Audio Consoles, Switchers, Cassette Recorders and Players, Cartridge Recorders and Players, Compact Disc Recorders and Players, and Reel-To-Reel Equipment.
	Recorders/Reproducers. Includes Logging Recorders and Players, and Single or Multi-Channel Recorders and Players. *Excludes* Home Type Phonographs or Stereo Systems.
58-6	Telecommunications Equipment, Accessories, Repair / Spare Parts. Includes Airborne and Non-Airborne Telemetry and Tracking Equipment, Radar Equipment (except Airborne), Underwater Sound Equipment, Visible and Invisible Light Equipment, Laser Equipment, Recorder/Reproducer Sets—Signal Data (Multi-Application), Fish and Wildlife Monitoring Equipment, and Fiber Optic and Digital Telecommunications Equipment.
58-7	Ancillary Services for Equipment. Includes Equipment Set-Up, Assembly, Installation, Integration, and Training.

***Note**: Closed Circuit and Other Surveillance Equipment, formerly under Schedule 58 I, SIN 58-5, are now located under Schedule 84, SIN 426-4S, Surveillance Systems.*

Schedule 66 Scientific Equipment and Services

SIN	Description
	Geophysical and Environmental Analysis Equipment
66-614	Global Positioning Systems (GPS). Includes directly related Options and Accessories
	Laboratory Instruments, Furnishings, and LIMS
603-13	Borescopes and Fiberscope's. Includes Rigid Borescopes and Flexible Fiberscope's for Non-Medical Applications
615-4	Gas Chromatograph and Chromatograph/Mass Spectrometer Systems. Includes Automatic Samplers, Detectors, and Columns. Includes Accessories, Options and Integrators. *Excludes* Gas Analyzers tuned for the detection and identification of specific substances.
615-9	Liquid Chromatographer (LC) and Liquid Chromatographer/ Mass Spectrometer (LC-MS) Systems. Includes Automatic Samplers, Column Monitors and Detectors, Columns and Guard Columns, and Specific LC and SFE/SFC Pumps. Includes Accessories, Options and Integrators
	Test and Measurement Equipment, Unmanned Scientific Vehicles
627-50	Unmanned Aerial Vehicles (UAV) Systems, Airborne Segment, Ground Control Segment, and Critical Components. Includes Air Vehicles, Ground Control Stations, Payload, Data Link, and Launch and Recovery Subsystems (if applicable). Includes Ancillary Items needed to operate the system. Includes Power Plant, Mission Payload, Guidance and Control Equipment, Data Links Receivers/Transmitters, Manned Control Station, Launchers, Autopilots, Navigation/Guidance Subsystems, Automatic Landing Subsystems, and Similar Equipment Items.
627-55	Unmanned Submersible Vehicle Systems and Control Segments. Includes Submersible Vehicles, Control Stations, Payload, Data Link, Launch and Recovery Subsystems (if applicable). Includes Ancillary Items needed to operate the system. Includes Power Plant, Mission Payload, Guidance and Control Equipment, Data Links Receivers/Transmitters, Manned Control Station, Launchers, Autopilots, Navigation/Guidance Subsystems, Automatic Landing Subsystems, and Similar Equipment Items.

Schedule 67 Photographic Equipment—Cameras, Photographic Printers and Related Supplies and Services (Digital and Film-Based)

SIN	Description
19-1	Film, Paper, Chemicals, and Processing Equipment for Photographic and Radiographic Applications, as noted below— Film includes Aerial, Still Picture, 110, 120, 126, 220, 35mm, 70mm sheet, Self-process, Motion Picture, Graphic Arts, Industrial/X-ray, and Single Use Cameras. Paper includes Drawing and Documentation Reproduction, and Instrumentation Recording. Chemicals include Black and White/Color, Industrial/X-ray, and directly related Equipment; e.g., Black and White/Color Wet-processing, Silver Recovery, Aluminum and Plastic Plates, Quality Control and Darkroom Equipment. Includes directly related Accessories and Attachments.

Schedule 67 Photographic Equipment—Cameras, Photographic Printers and Related Supplies and Services (Digital and Film-Based) (continued)

SIN	Description
20-130	Photographic Laboratory Systems. Includes Photographic Laboratories such as Analog/Digital, Internet Mini-Laboratories, Photographic Color Copier Systems, and Imaging/Digital Laboratories. Internet Mini-Laboratories feature quality instant digital print fulfillment from digital cameras and automated, high-speed Internet connectivity. These systems are pre-configured to be connected to organization server infrastructures, which provide mini-laboratory solutions for digital input to output connections. Includes directly related Equipment, Accessories, Attachments, Software, and Kits.
20-316	Cameras and Accessories. Includes Digital, Conventional, and Photo Identification (ID) Cameras, as noted below— Digital Cameras require no film; store images onto memory media (PC Cards, Memory Sticks, Smart Media Cards, Compact Flash Cards, and Floppy Disks); transfer digital images to PC desktop publishing, a website, or attach to e-mail; and allow pictures to be downloaded to flash cards when used with flash memory card reader/writer. Conventional Cameras include 35mm types such as Still Picture, Advanced Processing Systems, Single-Window Combination Range and Viewfinder, Single-Lens Reflex (SLR), Self-Processing, and Professional Type 2 x 2 SLR. Photo ID Cameras and Digital Card Print Systems used to produce high quality color and black and white photo identification cards/passes, such as employee ID cards and passports with digital card print systems; may include Magnetic Strip Encoding, Bar Coding, or Other Security Type Features. Includes directly related Attachments, Accessories, and Supplies Includes directly related Software, Attachments, and Accessories—e.g., Electronic and Battery Flash Units, Lenses and Filters, Cases (Bags), Photo Exposure Lightmeters, Densitometers, Sensitometers, Spectrophotometers, Tripods, Adaptors, and Battery Packs.

Schedule 70 General Purpose Commercial Information Technology Equipment, Software, and Services

SIN	Description
132-8	Purchase of New Equipment: Computer and Computer-Related Equipment, as noted below— End User Computers/Desktop Computers. Professional Workstations. Servers. Laptop/Portable/Notebook Computers. Large Scale Computers. Optical and Imaging Systems. Other System Configuration Equipment. Printers. Displays. Graphics-Related Equipment, including Video Graphics, Light Pens, Digitizers, Scanners, and Touch Screens. Network Equipment. Other Communications Equipment.

SIN	Description
	Optical Recognition Input/Output Devices.
	Storage Devices, including Magnetic Storage, Magnetic Tape Storage, and Optical Disk Storage.
	Other Input/Output and Storage Devices.
	ADP Support Equipment.
	Microcomputer Control Devices.
	ADP Boards.
132-8	Purchase of New Equipment: Radio and Telecommunications Equipment, as noted below—
	Telephone Equipment.
	Audio and Video Teleconferencing Equipment.
	Communications Security Equipment.
	Facsimile Equipment (Fax).
	Telephone Answering and Voice Messaging Systems.
132-8	Purchase of New Equipment: Radio and Telecommunications Equipment, as noted below—(continued)
	Pagers and Public Address Systems.
	Two-Way Radio Transmitters/Receivers/Antennas.
	Broadcast Band Radio Transmitters/Receivers/Antennas.
	Microwave Radio Equipment/Antennas and Waveguides.
	Satellite Communications Equipment.
	Airborne Radio Transmitters/Receivers.
	Radio Navigation Equipment/Antennas.
	Airborne Radio Navigation Equipment.
	Airborne Radar Equipment.
	Miscellaneous Communications Equipment.
132-8	Purchase of New Equipment: Cables, as noted below—
	Communications Equipment Cables.
	Fiber Optic Cables.
	Fiber Optic Cable Assemblies and Harnesses.
	Coaxial Cables.
	Special Physical/Visual/ Speech and Hearing Aid Equipment for products offered under SIN 132 8
	Installation for equipment offered under SIN 132-8.
132-12	Maintenance of Equipment, Repair Service, and Repair Parts/Spare Parts for Information Technology Equipment.

Schedule 70 General Purpose Commercial Information Technology Equipment, Software, and Services (continued)

SIN	Description
132-32	Term Software Licenses, Perpetual Software Licenses for Large Scale Computers and Microcomputers (PCs), as noted below—
	Operating System Software.
	Application Software.
	Electronic Commerce (EC) Software.
	Utility Software.
	Communications Software.
132-32	Term Software Licenses
132-33	Perpetual Software Licenses for Large Scale Computers and Microcomputers as noted below:
	Core Financial Management Software.
	Ancillary Financial Management Software.
	Special Physical, Visual, Speech, and Hearing Aid Software.
132-34	Maintenance of Software.
132-50	Training Courses for Information Technology Equipment and Software.

Schedule 71 Office Furniture

SIN	Description
711-11	Tables and Accessories. Includes Tables with Wood, Wood Veneer, Plastic Laminate, or tops of other decorative material such as Stone, Glass and Leather. Tops may be non-folding, folding, or flip-top table, adjustable and non-adjustable height. Includes Tables designed for Executive and General Office Use, such as Conference, Training, Multipurpose, and Occasional Type Tables. Includes accessories such as Wheel Chair Adapters, Wire Management Capabilities, Modesty Panels, and Dollies and Trucks for storing and transporting tables.
711-18	Multipurpose Seating: Includes—
	Rotary Chairs that utilize a pedestal base with casters.
	Stationary Chairs that utilized a sled base, cantilever "O" frame, or straight leg style.
	Ergonomically Designed Chairs that are rotary, have seat and/or back tilt, pneumatic seat height adjustment.
	Rotary Drafting-style Chairs with foot ring or footrest, with or without arms, with glides or casters.
711-20	Display and Communication Boards, Wall Stations, and Accessories. Includes Bulletin Boards, Changeable Letter Boards, Marker Boards, Control Boards, Combination Boards, Presentation Systems, Sliding Multi-Boards, Communication Centers, Wall Stations, and Portable Boards and Kits. Wall-mounted Boards are complete and ready for mounting, hardware included.

Schedule 75 Office Products/Supplies and Services and New Products/Technology

***Note:** The products listed below are the **only** office products authorized for purchase under SIN 75-200.*

SIN	Description
75-200	Office Products, as noted below—
	Helical-Scan, Longitudinally Oriented Video Tapes.
	Video Cassettes.
	Reel-To-Reel Audiotapes.
	Blank, Endless Loop Audio Cartridge Tapes.
	Magnetic Tape Audio Recording Cassettes.
	Reel, Cartridge, and Cassette Computer Tapes.
	Diskettes.
	Disk Packs.
	Disk Cartridges.
	Anti-Glare/Anti-Radiation Screens (VDT).
	Ergonomic Products. Includes Wrist Rests and Foot Rests.
	Cleaning Equipment and Supplies. Includes Head Cleaners, Disk Drive Cleaners, Monitor Cleaners, Toner Wipes, and Mini-Vacuums.
	Optical Disks (CD-ROMs).
	Physical Storage, Security, Protective and Related ADP Supplies.
	Toner Cartridges.

Schedule 78 Sports, Promotional, Outdoor, Recreational, Trophies, and Signs (SPORTS)

SIN	Description
192-02	Sporting Goods Equipment and Supplies.
	Includes Equipment and Supplies for—
	Baseball, Basketball, Billiards, Boxing, Wrestling, Martial Arts, Football, Golf, Miniature Golf, Gymnastics, Handball, Racquetball, Hockey, Skiing Soccer, Tennis, Track and Field, Volleyball, Shuffleboard, Lacrosse, Bowling, and Archery.
	Includes Sports Pumps, Sports Inflators, Air Pumps, Scoreboards, Sports Nets, and Sports Bags.
	Includes Cheerleader Equipment and Supplies.
	Includes Protective Sports Equipment and Protective Wear.
192-33A	Camping and Hiking Equipment. Includes—
	Recreational Tents, Tents for Decontamination and Triage, Yurts, Tent Flys, Poles, Stakes, Tent Ropes, and Tent Repair Kits.
	Tarps.
	Sleeping Bags: Includes Bags, Stuff Sacks, Pads, and Under-Bag Mats.
	Bed Rolls, Cots and Camping Furniture.
	Pack Boards and Backpacks.
	Heaters and Stoves; Includes Replacement Parts.
	Lanterns.

Schedule 78 Sports, Promotional, Outdoor, Recreational, Trophies, and Signs (SPORTS) (continued)

SIN	Description
	Jugs, Coolers, Canteens, and Personal Hydration Units.
	Climbing Equipment and Snowshoes.
	Field Toilets.
192-37B	Park and Recreational Tables, Benches, and Bleachers. Includes Replacement Parts.
192-37I	Park and Playground Equipment; Includes—
	Grills.
	Bike Racks and Bike Lockers.
192-37I	Park and Playground Equipment (continued)
	Playground Equipment; Includes Replacement Parts
	Playground Safety Surfaces and Traction Surfacing.
	Park Shelters, Pavilions, and Gazebos.
251-1	Wheel and Track Vehicles. Includes ATVs, Utility Vehicles, Snowmobiles, Bicycles, and Tricycles. Includes Accessories such as Bicycle Pumps, Bicycle Helmets, Bicycle Locks, and Bicycle Baskets. *Excludes* Licensable Over-the-Road Vehicles.
251-22	Recreational Watercraft. Includes Canoes.

Schedule 84 Total Solutions for Law Enforcement, Security, Facility Management Systems, Fire, Rescue, Special Purpose Clothing, Marine Craft, and Emergency/Disaster Response

SIN	Description
	Law Enforcement and Security Equipment
426-1A	Miscellaneous Personal Law Enforcement Equipment. Includes Belts, Shell Cartridge Cases, Speed Loader Cases, Clip Holders, Handcuff Cases, Gun and Flashlight Holsters, Flashlights (Police, Hand-Held Electric, Penlight, Traffic), Baton Rings, Belt Straps, IN Cases, Tactical Equipment, and Duty Gloves. *Excludes* Firearms and Ammunition.
426-1B	Body Armor. Includes Canine Body Armor. Includes Ancillary Services such as Measuring and Alterations.
426-1C	Helmets.
426-1D	Restraining Equipment. Includes Cuffs; Batons; CN, CS, and OC Munitions; Other Less-Than-Lethal Munitions; Distraction Devices; and Accessories such as Neutralizers and Gas Masks.
426-1G	Miscellaneous Non-Personal Law Enforcement Equipment. Includes Forced Entry Tools and Vehicle Disabling Equipment.
426-2A	Canine Training and Handling Equipment; Canine Search and Detection.
426-3A	Emergency Signal Systems. Includes Sirens, Light Bars, Spot and Flood Lights, Beacon Warning Devices, Public Address Speakers and Systems, and Control Consoles.
426-3B	In-Vehicle Protection and Restraint Systems.
426-4C	Night Vision Equipment. Includes Camera Equipment used in conjunction with Night Vision Equipment.

SIN	Description
	Law Enforcement and Security Equipment (continued)
426-4D	Alcohol Detection Kits and Devices.
426-4E	Bomb Disposal and Hazardous Material Protective/Detective Equipment.
426-4G	Firearms Storage, Securing and Cleaning Equipment; Unloading Stations; Bullet Recovery Systems; and Gun Racks. *Excludes* Firearms and Ammunition.
426-4J	Target Systems and Target Range Accessories. Includes Shatter Resistant Protective Lenses and Shooter Gloves. *Excludes* Firearms and Ammunition.
426-4K	Metal and Bomb Detection Equipment. Includes Airport Security. Includes Ancillary Services such as Installation and Training.
426-4L	Fingerprinting/Palm Printing (Taking and Detection) and Evidential Casting Materials.
426-4M	Drug Testing Equipment and Kits. Includes Ancillary Drug Testing Services.
426-4N	Criminal Investigative Equipment and Supplies. Includes Forensic Investigative Equipment (Tissue Detection and Location); Questioned Documentation Examination Supplies and Kits; Chemical Analysis Test Kits for Testing Blood Stains, Gun Powder Residue, and Seminal Fluid Stains; Electronic Counter-Measure Equipment; Invisible Detection Materials (Theft Detection); and Evidence Collection Containers.
426-4Q	Vehicle Monitor (Tracking) Systems.
426-4S	Surveillance Systems. Includes CCTV, Vehicular Video, Mirrors and Binoculars, Observation Towers, and Covert Systems. Includes Ancillary Services such as Installation and Training.

***Note:** Includes Closed Circuit and Other Surveillance Equipment formerly under Schedule 58 I, SIN 58-5.*

	Marine Craft and Equipment
260-01	Powered Boats. Includes Accessories and Parts.
260-03	Nonpowered Boats. Includes Life Rafts, Options, and Accessories.
260-06	Inflatable Boats—Powered and Nonpowered. Includes Options and Accessories.
260-09	Marine Inboard and Outboard Engines, Marine Diesel Propulsion Engines (150 to 4,000 Horsepower). Includes Accessories and Parts.
260-10	Marine Craft Electronics Bridge and/or Other Marine-specific Electronic Equipment; Marine Craft Safety Equipment (other than Personal Flotation Devices). Includes Position Finders, Specialized Marine Radios, Specialized Marine Computer Hardware/Monitors/Beacons/Electronic Sounding Equipment, and Marine Craft Safety Equipment.
260-11	Marine Craft Trailers and Trailer Accessories/Spare Parts.
260-12	Floating Marine Barriers and Booms, Floats, Perimeter Floats, and Moorings. Includes Accessories and Parts.
260-98	Ancillary Services Related to Marine Equipment. Includes Installation of Boat Modification Packages and Training.

SIN	Description
	Alarm and Signal Systems
246-20 2	Miscellaneous Alarm and Signal Systems: Hazard Indicating Alarm Devices or Systems for the Detection of Toxic Gases, Flammable Gases.
260-20 4	Miscellaneous Alarm and Signal Systems: Warning System Devices (Patient/Detainees).
246-35 1	Access Control Systems: Door Entry Control by Card Access, Magnetic Proximity. Includes Biometric.
246-35 2	Access Control Systems: Door Entry Control by Touch Access, Dial, Digital, Keyboard, and Keypads. Includes Biometric, Voice, Fingerprint, Iris, Hand Geometry, and Weight.
246-35 3	Access Control Systems: Parking Access Control. Includes Biometric.
	Firefighting and Rescue Equipment
465-9	Medical/Rescue Kits. Includes Emergency Response Kits, Field Rescue Kits, and Equipment.
465-10	Emergency Patient Transportation and Immobilization Devices. Includes Handicapped Evacuation Devices, Stretcher Chairs, Scoop Stretchers, Basket Stretchers, Splints, Fraction Aids, Cervical Spine Immobilization Collars, Ked or Similar Devices, and Extraction Devices.
465-11	Fire Extinguishing/Suppressing Products, Retardant, Foams and Equipment. Includes Foam Concentrates, Wetting Agents, Fire Extinguishers (excluding "Halon" Fire Extinguishing Devices), Slip-on Firefighting Units, Pumps, Portable Tanks (Folding or Collapsible), and Chemical Mixing Equipment (Foam Proportioners, Injectors, Eductors).
465-17	Firefighting Distress/Signal Devices and Heat Sensing Devices. Includes Personal Alert Safety Systems (PASS), Fuses, and Related Devices for Emergency Applications.
465-19	Firefighting and Rescue Tools, Equipment and Accessories. Includes Portable Hydraulic and Pneumatic, Jaws, Cutters, Rams and Files, Pulaski Tools, Combi Tools, Axes, Rakes, Shovels, and Handles.
465-22	Breathing Air Equipment, Inhalator Devices, Respiratory Protection Products, and Related Support Items and Solutions. Includes SCBAs (Self-Contained Breathing Apparatus), Air Compressors, Air Filtering Personal Equipment, and Emergency Egress Equipment.
567-4	Helicopter Equipment and Products for Search and Rescue, and Firefighting Applications—For the transport and delivery of firefighting agents and equipment by helicopter; Includes Chemical Injection Devices, Cargo Nets, Swivels, Lift Baskets, Drop Buckets, and Other Related Accessories.
	Special Purpose Clothing
633-4	Protective Work Suits—Waterproof, Chemical, and Electrical Safety. Includes Jackets, Coats, and Hoods.
633-6	Protective Work Suits—Waterproof, Chemical, and Electrical Safety; Includes Bib Overalls, Coveralls, Pants, and 2-Piece Suits.
633-6A	Emergency Response/Hazmat Clothing and Related Products
633-40	Flotation Devices; Includes Personal Flotation Devices, Coast Guard Approved Under 46 CFR 160.064; and Personal Flotation Devices Not Coast Guard Approved.
633-48	High Visibility, Reflective Safety Products.
633-70	Cool/Hot Products; Includes Cool/Hot Vests, Shirts, Hats, and Seating Components. Includes Replacement Parts for all products and all other types of products designed to provide cooling or heating via clothing-type products.

Schedule 874 Mission Oriented Business Integrated Services (MOBIS)

Note:** *Effective July 1, 2009, the items formerly available under Schedule 69—Training Aids and Devices, Instructor-Led Training, Course Development, and Test Administration—have been merged into Schedule 874—Mission Oriented Business Integrated Services (MOBIS). The following items, formerly available under Schedule 69, and now available under Schedule 874, are the* ***only *items authorized for purchase under Schedule 874.*

SIN	Description
874-4	Instructor Led Training, Web Based Training and Education Courses, Course Development, and Test Administration. Includes Training and/or Educational Courses delivered via an Instructor-Led (i.e., Traditional Classroom Setting or Conference/Seminar) and/or Web Based (i.e., Internet/Intranet, Software Packages, and Computer Applications) System. May Include Support Materials (e.g., Books, Pamphlets, Software).
874-5	MOBIS Support Products. Includes Workbooks, Training Manuals, Slides, Videotapes, CDs, DVDs, and Software Programs. *Products must be used in support of, and purchased in conjunction with, training provided under this Schedule.*
874-9	Off-the-Shelf and Customizable Print, Audio, and Visual Instructional Training Devices. Off-the-Shelf Training Devices include Software Programs, Teaching Machines and Devices, Driving and Flight Simulators, Prepared Printed Instructional Material, Medical Models and Simulators, Prepared Audio and Visual Instructional Material, and Multimedia Program Kits. Customizable Training Devices include Training Devices and Simulators in support of planning, designing, and/or producing customized training devices that are in print, audio, or visual format. Such devices shall directly train students in a specific subject matter, or assist in the training of a specific subject matter.

Schedule 23V Vehicular Multiple Award Schedule (VMAS)

***Note**: *At the present time, the following items under Schedule 23V may only be procured for counter-drug activities.*

SIN	Description
190-01	Command Center
190-03	Command Centers
190-05	Command Centers

Note:* Command Centers are the ***only*** items from Schedule 23 V authorized for purchase under the 1122 Program.

GSA Vehicle Purchase Program (AUTOCHOICE):

AutoChoice is an online vehicle ordering system, which allows State and local governmental agencies certified in the 1122 Program to:

- Choose Vehicles by make and model.
- Compare base prices and equipment options
- Compare miles per gallon (MPG)
- Select your vehicle color (2-tone is not available)
- View GSA minimum requirements and manufactures vehicle specifications
- Select a dealership for delivery
- Check status of ordered vehicle

Through AutoChoice, agencies are authorized to purchase vehicles to support Counter Drug, Homeland Security and Emergency Response activities. Listed below are the types of vehicle available for purchase:

- Law Enforcement Vehicles
- Sedans and Station Wagons
- SUVs
- Pickup Trucks
- Cab and Chassis
- Vans (Passenger and Cargo)
- Utility Trucks
- Stake Bed and Dump Truck

In September of each year, GSA's Vehicle Program establishes contracts with major domestic automobile manufactures. GSA has contract coverage from September through August for AutoChoice vehicles. All agencies should submit their orders as early as possible to ensure availability of selected vehicles. Traditionally, production cut offs of most vehicle types usually begin in early August. Agencies interested in purchasing vehicles under this program should submit the following documents:

- The GSA Pre-Authorization Form (Figure 1)
- The AutoChoice Price Comparison Summary Page
- The AutoChoice Price Discount Page
- The AutoChoice Clarifications Page
- The AutoChoice Quantity and Color Selection Page

Upon receipt of a Pre-Authorization order, the 1122 Program Staff will verify the information and then send a GSA Order form to the requesting agency.

The agency will then:

- Verify order information
- Sign and return the GSA Order Form to the 1122 Program staff.
- Transfer funds to Cal EMA Accounting (check must include order number and agency name)
- Once the order is received the receiving agency will verify quantities ordered/received.
- Complete, sign and forward the Stock Received Form to Cal EMA-Accounting for release of payment

Agencies making vehicle purchases will receive advance order placement confirmation from GSA AutoChoice, along with an anticipated shipment date as soon as it becomes available. Vehicle orders can range from 90-150 days for shipment after receipt of order by manufacturer. Vehicles are then shipped to the automobile dealership nearest to the purchasing agency. The dealership notifies them when the vehicle is available. The purchasing agencies are reminded that a thorough inspection of the vehicle should be made prior to acceptance to ensure all options requested are included. They must then notify the PSPP immediately if there are discrepancies.

Prior to acceptance, the agency must ensure that all prerequisite documentation, such as the ownership certificate has been received.

Agencies must be aware that GSA does not collect California sales taxes and fees through the AutoChoice Program and that the registration and user taxes are the responsibility of the certified agency.

If you would like to check out the GSA AUTOCHOICE Program go to:
www.gsa.gov/autochoice
Click on the blue bar in the center of the page that says "visit this web page now"

First time viewers must register. To do so, select "Click here to register in AutoChoice". This will take you to the registration for new user's page. Your first field is "Agency Code:" enter code **21.** Your second field is "Bureau Code:" enter **44.** Once you complete this page you will have viewer access to AutoChoice.

Department of Defense:

DLA and DA stock a wide array of items in a nationwide network of Defense Supply Centers (DSCs). Items that are available for purchase under the 1122 Program are listed in the Law Enforcement Equipment and Supplies Catalog published by GSA that is available for viewing or as a downloadable PDF file at: www.gsa.gov/1122catalog

AIR Card Program:

The AIR (Aviation Into-plane Reimbursement) Card is a commercial purchase card that is used to obtain fuel, fuel related supplies, and ground services at commercial locations. While completing the AIR Card paperwork you can also enroll in the Fuel Identaplate Program. Enrollment into the AIR Card program requires certification into the 1122 Program first. This program is managed by the Defense Energy Support Center (DESC). Agencies must complete the Fuel Purchase Agreement and the Non-DoD Air Card Program Enrollment Form (Accountable Official Nomination Form). Applications for 1122 certified agencies must be sent to the State Point of Contact who will endorse the application and transmit it to the DESC AIR Card coordinator who in-turn will issue the requesting agency the necessary cards and instructions. All forms are available on line directly from Defense Energy Support Center at:
http://www.desc.dla.mil/DCM/Files/DESC-I-3.pdf

1122 CERTIFICATION PROCESS:

To become certified for participation, the agency must submit a letter requesting certification in CD, HS and/or ER to the California Public Safety Procurement Program (1122 Program). The prepared letter is reviewed and if approved, a letter is sent to the agency authorizing their participation in the selected activity.

Certification Request Letter Components: Pursuant to NDAA of 1994 & 2009, the State of California (Cal EMA) is required to establish procedures for program participation. Each agency must certify in one or all programs (Counter Drug, Homeland Security or Emergency Response). There must be one separate certification request for each activity chosen.

Certification requests must include:

- Agency name and the last four digits of the agency's National Criminal Identification Code (NCIC) number if available; hereafter referred to as Agency #.
- Agency street address with telephone number, fax number, and email address.

- An overview of the problem in the agencies jurisdiction, to include strategy being implemented to counteract the problem. Agencies need to be very specific as to the strategy to be employed and how the 1122 Program will assist in this mission. An example would be if the agency is certifying in Homeland Security then the problem would be about their Homeland Security issues and how the 1122 Program can help resolve these issues.
- Identification of a person or persons, authorized to requisition, sign for, and authorize payment for equipment/supplies on behalf of the requesting agency. These individuals must be paid employees of the applying agency. Each agency may have as many points of contact as they wish. They can be different on each certification or the same for all 3 certifications.
- A statement acknowledging that the agency executive officer will notify the PSPP office in the event of changes in the requesting officer(s).
- That it is understood that a transfer of funds must be provided prior to the request, in accordance with Title 10USC381 (Appendix 1).
- That upon receipt of the requested equipment or supplies, the ordering/receiving agency will inspects the shipment in order to insure that all items have been received and that they were in good order. The receiving officer will then complete the Stock Received Report and fax it to Cal EMA, Accounting. At this time the payment will be issued to the vendor.

- That the agency receiving equipment or supplies agrees to hold the Federal Government, the State of California, and the California Emergency Management Agency harmless in the event of any law suit or claim arising as a result of the acquisition, use or disposal of such equipment procured under the program.

The Certification Request Letter must be prepared on agency letterhead and signed by the agency chief executive. When the certification request letter has been completed send the request to the following address:

California Emergency Management Agency
California Public Safety Procurement Program (PSPP)
Attn: 1122 Program
3650 Schriever Ave
Mather, California 95655

A sample letter format is attached as **APPENDIX -2**.

Certification Approval: Upon receipt of the certification request letter(s), PSPP will review the request for accuracy and content. If the letter satisfies the requirements of the program, certification approval will be made by the State Point of Contact. Program acceptance notification will be returned to the agency via FAX or mail. Certified agencies should retain a copy of the program certification letter in their administrative files. Reference documents, booklets, and ordering forms will be mailed or e-mailed.

Changes to State and Local Agency's 1122 Staff: In the event that there is a change to the agencies Point of Contact, the PSPP office must be notified in writing, identifying the replacement and signed by the agency executive officer. If the agencies executive officer changes, a letter requesting new certification request must be sent to the PSPP Office. The new executive officer must sign this notification letter. For executive officer changes, new orders will not be accepted until the agency has completed their new certification and has been approved by the State Coordinator.

Certification Update: Participating agencies must send a letter signed by the agency executive officer to the PSPP once every 2 years, from the date that they were certified into the program stating that there are no changes to agencies staff.

ORDERING PROCESS:

Participating agencies are reminded that, depending on the items needed, either the GSA Schedule Items or DA/DLA Stock-Numbered Items, the 1122 forms must be used. These forms must be prepared as accurately and completely as possible.

It is the responsibility of the PSPP staff to place all orders under this program. This means that, even though the agency is responsible for identifying the items to be purchased and submitting the 1122 forms to Cal EMA, it is still the responsibility of the 1122 staff to place the order. For this reason it is essential that all required information be completed. The guidance that follows discusses preparation requirements for GSA and DA/DLA Orders.

GSA Ordering Procedures:

Items suitable for counter-drug, homeland security and emergency response activities identified within any of the authorized GSA schedules may be purchased. Agencies will be informed of any changes to the GSA schedules as they occur. Because these schedules are so extensive, it is impossible to list each item with a description and price here. You can access these schedules on-line at http://www.gsaelibrary.gsa.gov/ElibMain/ElibHome. Using these schedules will simplify locating a specific product or vendor. Agencies are encouraged to contact the vendors directly to ask questions about the product or services provided prior to submitting an order form. Agencies are reminded that they need to ask vendors about sales tax and shipping charges. If the vendor does not charge taxes it is the agencies responsibility to contact the State Board of Equalization and pay these fees.
For more information please go to: http://www.boe.ca.gov/sutax/isvdprog.htm

Once an agency has decided to purchase a GSA vendor supplied product they must contact vendors for quotes to determine which vendor to purchase from. A minimum of 3 quotes must be acquired. These quotes must contain retail prices and savings. Once an agency has done this they must complete the GSA Pre-Authorization Packet. The Packet includes the GSA Pre-Authorization Form, page 1 (Figure 1) and page 2 (Figure 2). The agency must then submit these 2 forms along with all their vendor bid quotes to the 1122 Program Staff. The Pre-Authorization Packet will be reviewed for a determination of approval or non-approval. Non-approved requests will be returned to the requesting agency. Reasons for non-approval may include:

- Non GSA Vendor
- Non GSA Item
- Savings Insufficient
- Order Justification Insufficient
- Vendor Justification Insufficient
- Non DHS Approved Equipment List

Approved requests will be entered into the 1122 Ordering System. A system generated GSA Ordering Form (Figure 3) and a GSA Stock Received Form (Figure 4) will be forwarded to the agency with an assigned order number.

Once received the purchasing agency will:

- Verify order information
- Sign and return the GSA Order Form to PSPP
- Transfer funds to Cal EMA Accounting (check must include order number and agency number)
- Once order is received the agency will verify quantities ordered/received.
- Complete, sign and forward Stock Received Form to Cal EMA-Accounting for payment

Transfer of funds: Once the order cost has been determined, the agency must provide an agency check with an order number and agency number for the total cost of the item(s) ordered, to include taxes and shipping charges as applicable.

- The agency check must be made payable to: Cal EMA-1122 Program, and mailed to:
  California Emergency Management Agency
  Attn: Accounting Branch
  3650 Schriever Avenue
  Mather, CA 95655

GSA Ordering Forms: Agencies must use the 1122 GSA Ordering Forms when purchasing items from authorized GSA vendors. Listed below are the forms and how to complete them.

Pre-Authorization Form Preparation – GSA, Page 1 (Figure 1):

1. *"Date of Order":* Date of preparation.

2. *"Counter-Drug, Homeland Security or Emergency Response":* Select the one activity that your agency is purchasing for.

3. *"Ordering Agency":* Provide ordering agency information.

4. *"Ship To":* Provide the complete delivery address.

5. *"Order Justification"*: Provide a narrative of how the requested equipment will support your selected activity, counter drug, homeland security and or emergency response mission. Be descriptive.

6. "*Selected Vendor*": Indicate the vendor that you have selected, provide their GSA Contract information, and their points of contact with phone and fax number.

7. *"Selected Vendor Justification"*: You must provide justification as to why you selected this vendor over the other vendors.

Pre-Authorization Form Preparation – GSA, Page 2 (Figure 2):

1. *"Date of Order":* Automatically inserted from page 1.

2. *"Ordering Agency":* Automatically inserted from page 1.

3. *"Item Identification":* Use information obtained from the GSA catalogs, schedules, webpage's, or other GSA contractor publications to complete this section. This information forms the basis of establishing the order and must be as detailed as possible. Use the continuation page if needed. Additionally, to substantiate program savings, it is important to include the estimated/actual cost (commercial retail price) of the item had it been purchased through a retailer. For each item ordered, the following information is required:

   - Catalog or part number from the vendor.
   - Department of Homeland Security, Authorized Equipment List number (only for homeland security purchases). Located in the FEMA Responder Knowledge Base at: https://www.rkb.us/mel.cfm?subtypeid=549.
   - The name or description of each item.
   - The quantity of each item you want to order.
   - The individual GSA 1122 price for each item.
   - The individual retail price for each item.
   - Shipping and handling charges (if applicable)
   - The sales tax rate based on the requested ship to address.

GSA Ordering Form Preparation (Figure 3): *System generated*

1. *"Authorizing Signature":* The Agency points of contact(s) are the only ones authorized to verify and sign this form.

GSA Stock Received Form Preparation (Figure 4): *System generated*

1. *"Partial/Complete Delivery/Quantity Received":* Provide information regarding your received items.

2. *"Condition of Received Items":* Acceptable or Not Acceptable

3. *"Reason for Non-Acceptance":* Agency must provide a reason for not accepting delivered items.

4. *Signature/Date":* Agency must provide a signature and date to show stock received.

STATE OF CALIFORNIA

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

1122 PROGRAM PRE-AUTHORIZATION FORM - GSA

(GSA Schedule Items Only)

1122A1 Page 1/2 (Revise 07-09)

- Counter-Drug
- Homeland Security
- Emergency Response

Date:_____

Ordering Agency

Agency Name: _____ Agency #:_____

Address: _____

City: _____ Zip:_____

POC: _____

E-Mail: _____

Phone #: _____ Cell#: _____ Fax #:_____

Ship to

Agency Name: _____

ATTN: _____

Address: _____

City: _____ Zip:_____

Order Justification:

Selected Vendor

Company Name: _____ GSA Contract #: GS - _____

GSA Schedule/ SIN # _____ — _____ FEIN #:_____

Address: _____

City, State: _____Zip: _____

POC: _____

E-Mail: _____

Phone: _____ Fax: _____

Selected Vendor Justification:

1122 Program Use Only

Reviewed by 1122 staff_____ 1122 Review Date:_____

☐ Approved ☐ Disapproved

Reason for non-approval:
- ☐ Non-GSA Vendor
- ☐ Non-GSA Item
- ☐ Savings Insufficient
- ☐ Justification Insufficient
- ☐ Vendor Justification Insufficient
- ☐ Non DHS Approved Equipment list
- ☐ Other *(please explain below)*

Comments

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Figure 1

STATE OF CALIFORNIA CALIFORNIA EMERGENCY MANAGEMENT AGENCY

1122 PROGRAM PRE-AUTHORIZATION FORM - GSA

(GSA Schedule Items Only)

1122A1 Page 2/2 (Revise 07-09)

Date _____

Ordering Agency

Agency Name: _____ Agency #: _____

POC: _____ Email _____

Phone #: _____ Cell#: _____ Fax #: _____

Part # *DHS-AEL #	Item Description	Quantity	Price	Cost	Retail	Savings	%Saved
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
_____				$0.00		$0.00	0.00%
			Subtotal	$0.00		$0.00	0.00%
			Tax:				
			Shipping:				
			Order Total:	$0.00			

Please fax this Pre-Authorization form to:
1122 Program (916) 327-8714

* *DHS - AEL # - Department of Homeland Security, Authorized Equipment List Number (For Homeland Security Only)*

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Figure 2

STATE OF CALIFORNIA CALIFORNIA EMERGENCY MANAGEMENT AGENCY

GSA ORDERING FORM - 1122 Program

(GSA Schedule Items Only)

1122C1 (Revise 07-09)

Order # _____ Date of Order: _____

Ordering Agency

Agency Name: _____ LEA#: _____

POC: _____

Phone #: _____ Cell#: _____ Fax #: _____

Ship to

Agency Name: _____

Address: _____

City: _____ Zip: _____

POC: _____

Selected Vendor

Company Name: _____ GSA Contract #: GS - - _____

POC: _____

Phone: _____ Fax: _____

Item #	Item Description	Quantity	Price	Cost	Retail	Savings	%Saved

STATE OF CALIFORNIA CALIFORNIA EMERGENCY MANAGEMENT AGENCY

GSA STOCK RECEIVED FORM - 1122 Program

1122D1 (Revise 08-09)

Order # _____ Date of Order: _____

Agency Name: _____ LEA#: _____

Vendor Name: _____ ☐ Partial Delivery ☐ Complete Delivery

	Item Description	Quantity Ordered	Quantity Received
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Condition of Received Items ☐ Acceptable ☐ Not Acceptable

Reasons for Non-Acceptance

Certification of Receiving Officer: *I hereby certify, that I have carefully inspected the above items, and that they were received in good order except as otherwise noted.*

Signature Date

Figure 4

DA / DLA Ordering Procedures

Items suitable for counter-drug, homeland security or emergency response activities can be ordered through the Department of the Army or the Defense Logistics Agency.

Agencies must use DA/DLA Pre-Authorization Form (Figures 5) when purchasing equipment with a National Stock Number (NSN). This form will be completed by the requesting agency and faxed to the 1122 Program Staff. The Pre-Authorization Form will be reviewed for a determination of approval or non-approval. Non-approved requests will be returned to the agency. Reasons for non-approval may include:

- Order Justification Insufficient
- Items not in Stock
- Items on Restricted Status
- Discontinued or Terminal Status

Approved requests will be entered into the 1122 Ordering System. A system generated DA/DLA Ordering Form (Figure 6) and a DA/DLA Stock Received Form (Figure 7) will be faxed back to the agency with an assigned order number.

Once received the agency will:

- Verify order information
- Sign and return the DA/DLA Ordering Form to PSPP
- Transfer funds to Cal EMA Accounting (check must include assigned order number and agency number)
- Once the order is received the agency will verify quantities ordered/received.
- Complete, sign and forward Stock Received Form to Cal EMA-1122 Program for payment.

Transfer of funds: Once the order cost has been determined, the requesting agency must provide an agency check with an order number for the total cost of the item(s) ordered, to include taxes and shipping charges as applicable.

- The agency check must be made payable to: Cal EMA-1122 Program, and mailed to:

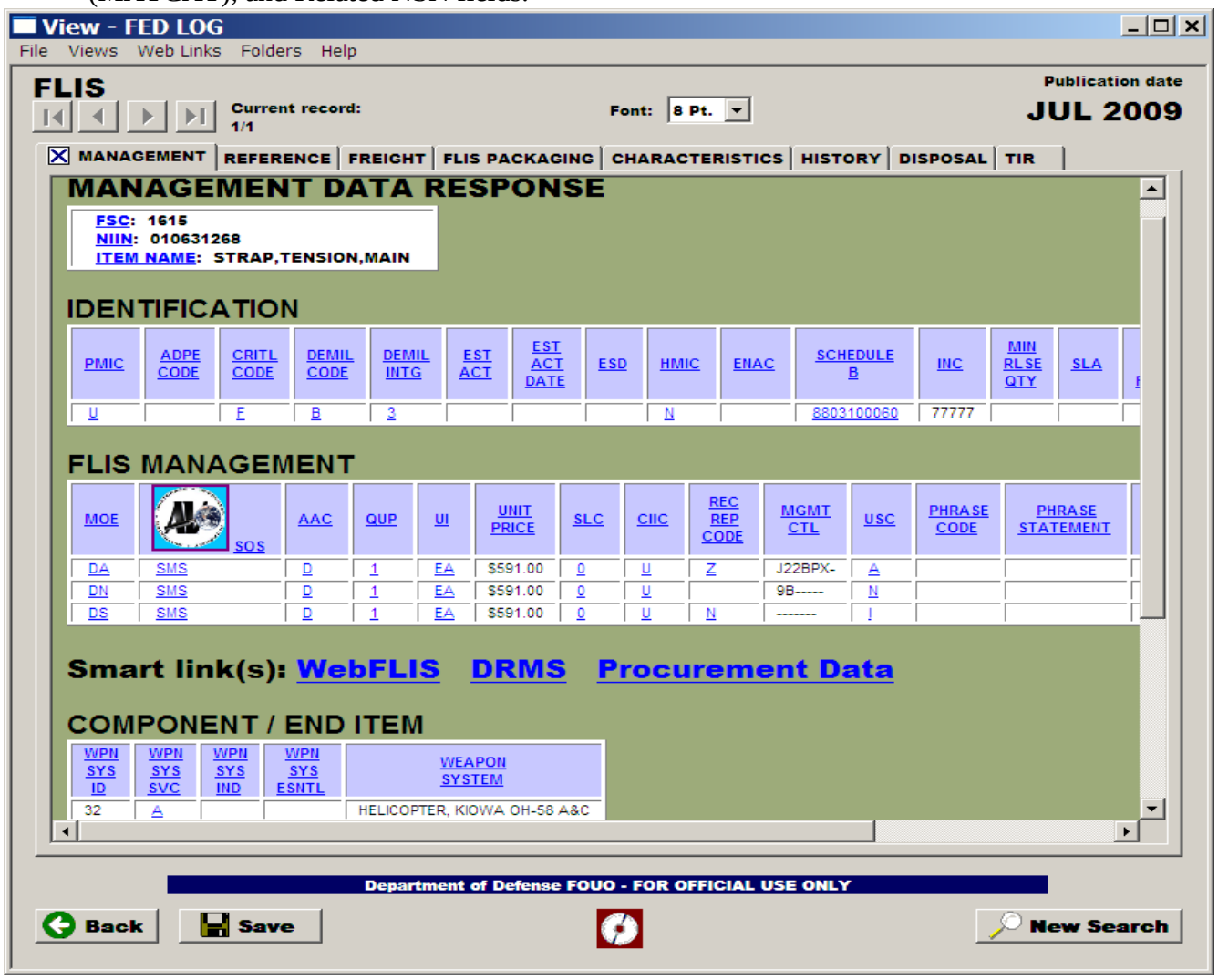
  California Emergency Management Agency
  Attn: Accounting Branch
  3650 Schriever Avenue
  Mather, CA 95655

Resource Tools: Agencies can make their job of researching a particular National Stock Number easier by using Army Technical Manuals (TM's), Federal Logistics Information System Web Inquiry (WebFLIS) or FEDLOG.

- **Army Technical Manuals (TM's)** is your operator, maintenance, parts and repair manual containing stock numbers and part numbers associated with a piece of equipment. It is a public source for the most up-to-date technical data available and can be viewed online at https://www.logsa.army.mil/etms/online.cfm.

- **WebFLIS** is a public online resource for essential information about supply items including the National Stock Number, the item name, manufacturers, and prices. WebFLIS can be viewed online at http://www.dlis.dla.mil/webflis/

- **FED LOG** is the logistics information system published by the Defense Logistics Information Service (DLIS). Cataloging information on 7 million-plus stock numbers and 12 million-plus part numbers. Key data elements are primarily located on the **Army Master Data File** response view. They include the item NSN, Name, Nomenclature, Source of Supply (SOS), Acquisition Advice Code (AAC), Unit Price, Unit of Issue (UI), Unit of Measure (UM), Measure Quantity (Meas-Qty), Army Material Category Structure Code (MATCAT), and Related NSN fields.



Comprehensive tutorials and training on how to make the best use of FEDLOG are available on each set of CD-ROM disks or the DVD disk version and online at FEDLOG Information Center

Information is contained on a single DVD available via subscription from:

DLIS-VSS Customer Service Office
Defense Logistics Information Service
74 Washington Ave. N Ste. 7
Battle Creek, MI 49017-3084

Comm: 1-888-352-9333
FAX: 661-5305 or 269-961-5305
E-MAIL: DLIS-Support@dlis.dla.mil
http://www.dlis.dla.mil

DA/DLA Ordering Forms: Agencies must use the 1122 DA/DLA Forms when purchasing from the Department of the Army or the Defense Logistics Agency. Listed below are the forms and how to complete them.

DA/DLA Pre-Authorization Form Preparation (Figure 5):

1. *"Date":* Date prepared

2. *"Counter-Drug, Homeland Security or Emergency Response":* Select which activity your agency is purchasing for. You may only select one activity per order.

3. *Source of Supply (SOS)":* Provide 3 digit SOS code. Can be located in WebFLIS or FEDLOG

4. *"Ordering Agency":* Provide ordering agency information.

5. *"Ship To":* Provide the complete delivery address.

6. *"Order Justification":* Provide a narrative of how the requested equipment will support your counter drug, homeland security and or emergency response mission. Be descriptive. Example: If the item/part is for a helicopter provide a narrative of how it will support the end item (helicopter) and how the end item will support your mission.

7. *"Requested Equipment Information":* For each item ordered, the following information is required:

    a. National stock number (NSN).
    b. Department of Homeland Security, Authorized Equipment List Number (only for homeland security purchases).
    c. Item Description.
    d. Quantity.
    e. Price (per unit).
    f. Retail (Comparable retail price)

DA/DLA Ordering Form Preparation (Figure 6): ***System generated***

1. *"Authorizing Signature":* The Agency points of contact(s) are the only ones authorized to verify and sign this form.

DA/DLA Stock Received Form Preparation (figure 7): ***System generated***

1. *"Partial/Complete Delivery/Quantity Received":* Provide information regarding your received items.

2. *"Condition of Received Items":* Acceptable or Not Acceptable

3. *"Reason for Non-Acceptance":* If selected provide a reason for not accepting items.

4. *Signature/Date":* Agency must provide a signature and date to show stock received.

STATE OF CALIFORNIA

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

1122 PROGRAM PRE-AUTHORIZATION FORM - DA / DLA

(DA / DLA Items Only)

1122A2 (Revise 07-09)

Date _____

- ◯ Counter-Drug
- ◯ Homeland Security
- ◯ Emergency Response

Source of Supply (SOS)

- ◯ B17
- ◯ A12
- ◯ SMS

Ordering Agency

Agency Name: _____ Agency #: _____

POC: _____ E-Mail _____

Phone #: _____ Cell #: _____ Fax #: _____

Ship to

Agency Name: _____

Address: _____

City: _____ Zip: _____

POC: _____

Justification

NSN # *DHS-AEL #	Item Description	Quantity	Price	Cost	Retail	Savings	%Saved
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
----------				$0.00		$0.00	0.00%
			Order Total:	$0.00		$0.00	0.00%

Please fax this Pre-Authorization form to:
1122 Program (916) 327-8714

* *DHS - AEL # - Department of Homeland Security, Authorized Equipment List Number (For Homeland Security Only)*

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Figure 5

STATE OF CALIFORNIA CALIFORNIA EMERGENCY MANAGEMENT AGENCY

DA / DLA ORDERING FORM - 1122 Program

(DA / DLA Items Only)

1122C2 (Revise 08-09)

Source of Supply (SOS #) _____ Order#_____ Date of Order _____

Ordering Agency

Agency Name: _____ LEA#:_____

POC: _____ Email _____

Phone #: _____ Cell#: _____ Fax #:_____

Ship to

Agency Name: _____

Address: _____

City: _____ Zip: _____

POC: _____

NSN #	Item Description	Quantity	Price	Cost	Retail	Savings	%Saved
		Sub-Total this page:					
		Total:					
		Order Total:					

Authorizing Signature

This signed ordering form will be mailed to:
1122 Program, 3650 Schriever Avenue, Mather, CA. 95655

Make your check payable to "Cal EMA / 1122 Program".
Place your order# and on the check and mail to:
OES Accounting, 3650 Schriever Avenue, Mather, CA 95655

Figure 6

STATE OF CALIFORNIA CALIFORNIA EMERGENCY MANAGEMENT AGENCY

GSA STOCK RECEIVED FORM - 1122 Program

1122D1 (Revise 08-09)

Order # _____ Date of Order: _____

Agency Name: _____ LEA#: _____

Vendor Name: _____ ☐ Partial Delivery ☐ Complete Delivery

	Item Description	Quantity Ordered	Quantity Received
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Condition of Received Items ☐ Acceptable ☐ Not Acceptable

Reasons for Non-Acceptance

Certification of Receiving Officer: *I hereby certify, that I have carefully inspected the above items, and that they were received in good order except as otherwise noted.*

Signature Date

Figure 7

APPENDIX – 1

The following is a reprint of Title 10, Section 381 of the United States Code at uscode.house.gov. This is the section of federal law that provides the basis of the 1122 Program within the State Of California.

-CITE-

10 U.S.C. §381 Procurement of equipment by State and local governments through the Department of Defense: equipment for counter-drug, homeland security, and emergency response activities.

-EXPCITE-

TITLE 10 – ARMED FORCES
Subtitle A – General Military Law
PART I – ORGANIZATION AND GENERAL MILITARY POWERS
CHAPTER 18 – MILITARY SUPPORT FOR CIVILIAN LAW ENFORCEMENT AGENCIES

-HEAD-

Sec. 381. **Procurement of equipment by State and local governments through the Department of Defense: equipment for counter-drug, homeland security, and emergency response activities**

-STATUTE-

(a) Procedures. –

(1) The Secretary of Defense shall establish procedures in accordance with this subsection under which States and units of local government may purchase equipment suitable for counter-drug, homeland security, and emergency response activities through the Department of Defense. The procedures shall require the following:

(A) Each State desiring to participate in a procurement of equipment suitable for counter-drug, homeland security, and emergency response activities through the Department of Defense shall submit to the Department, in such form and manner and at such times as the Secretary prescribed, the following:

(i) A request for equipment.

(ii) Advance payment for such equipment, in an amount determined by the Secretary based on estimated or actual costs of the equipment and administrative costs incurred by the Department.

(B) A State may include in a request submitted under subparagraph (A) only the type of equipment listed in the catalog produced under subsection (c).

(C) A request for equipment shall consist of an enumeration of the equipment that is desired by the State and units of local government within the State. The Governor of a State may establish such procedures as the Governor considers appropriate for administering and coordinating request for equipment from units of local government within the State.

(D) Any State requesting equipment shall be responsible for arranging and paying for shipment of the equipment to the State and localities within the State.

(2) In establishing the procedures, the Secretary of Defense shall coordinate with the General Services Administration and other Federal agencies for purposes of avoiding duplication of effort.

(b) Reimbursement of Administrative Costs. – In the case of any purchases made by a State or unit of local government under the procedures established under subsection (a), the Secretary of Defense shall require the State or unit of local government to reimburse the Department of Defense for the administrative costs to the Department of such purchase.

(c) GSA Catalog. – The Administrator of General Services, in coordination with the Secretary of Defense, shall produce and maintain a catalog of equipment suitable for counter-drug, homeland security, and emergency response activities for purchase by States and units of local government under the procedures established by the Secretary under this section.

(d) Definition. – In the section:

(1) The term "State" includes the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, and any territory or possession of the United States.

(2) The Term "unit of local government" means any city, County, township, town, borough, parish, village, or other general purpose political subdivision of a State; an Indian tribe which performs law enforcement or emergency response function as determined by the Secretary of the Interior; or any agency of the District of Columbia government or the United States Government performing law enforcement or emergency response functions in and for the District of Columbia or the Trust Territory of the Pacific Islands.

(3) The term "equipment suitable for counter-drug, homeland security, and emergency response activities" has the meaning given such term in regulations prescribed by the Secretary of Defense. In prescribing the meaning of the term, the Secretary may not include any equipment that the Department of Defense does not procure for its own purposes and, in the case of equipment for homeland security activities, may not include any equipment that is not found on the Authorized Equipment List (AEL) published by the Department of Homeland Security.

-SOURCE-
(Added Pub. L. 103-160, div. A, title XI, Sec 1122(a)(1), Nov, 30, 1993, 107 Stat. 754.)

-TRANS-

TERMINATION OF TRUST TERRITORY OF THE PACIFIC ISLANDS

For termination of Trust Territory of the Pacific Islands, see note set out preceding section 1681 of Title 48, Territories and Insular Possessions.

SAMPLE LETTER

(Certification Request- Section 1122, California 1122 Program)

[This request must be submitted using your Agency's Letterhead]

Address request to:

California Emergency Management Agency
Public Safety Procurement Program
1122 Program
3650 Schriever Ave
Mather, CA 95655

RE: Certification Request for (include either Counter Drug, Homeland Security or Emergency Response)

To: California 1122 Program State-Point-of-Contact

Instructions: Your request for program certification must include identification of the discipline for which you are requesting certification: Counter Drug (CD), Homeland Security (HS), or Emergency Response (ER). Each participating agency must select one activity per certification letter, but may certify in all three with separate letters. Your letter requesting certification must include all of the following information:

1) Agency name, NCIC number (if applicable), street address, zip code, business telephone number, fax number, and email address.

2) Description of the problem within your jurisdiction and the strategy to be undertaken to confront the problem (this information provides the justification/certification to the Department of Defense that the equipment you acquire under this program will be used in the activity you have selected, CD, HS, or ER). Include information on the extent that your agency participates, contributes, or supports any type of task force(s) related to whichever discipline your agency is certifying in. Also state **how** the 1122 Program can help you resolve your problem(s).

3) Identity of the person(s), by name and position, who will be authorized to requisition/sign for equipment and/or supplies on behalf of your agency, and who will be able to authorize the California Emergency Management Agency (Cal EMA) staff to process payment to vendors. Include their business phone number, fax number, and email address. The purpose of designating agency points of contact is to help in disseminating program information and to provide an agency level review for compliance with your internal purchasing policies. Each activity you certify in can have either the same or different points of contact.

Terms and Conditions: Your certification request must include the following terms and conditions, along with the signature of the requesting agency's executive officer thereby constituting an agreement to comply with the below items.

1) Agreement to provide advance transfer of funds to cover each purchase request before any requisition for equipment and supplies are forwarded to a vendor by the 1122 Program staff.

2) Understanding that all designated Points of Contact must be paid employees of the applying agency.

3) Agreement that the 1122 Program staff will place all orders with the authorized Federal Agency or GSA Contractor.

4) Agreement that upon receipt of the requested supplies and/or equipment, the agency representative will send a stock received report within three working days to Cal EMA Accounting.

5) Agreement that if the agency receives supplies or equipment that is not in conformance with item specifications, they will immediately notify the 1122 Program staff for resolution.

6) Understanding that the 1122 Program staff does not endorse or recommend any specific vendor and/or product. Product warranty issues will be dealt with directly between the agency and the vendor/manufacturer.

7) Agreement that the undersigned agency representative, who has authority to do so, holds the Federal Government, the State of California, and California Emergency Management Agency harmless in the event of any law suit or claim arising as a result of the acquisition, use, or disposal of supplies and equipment procured under this program.

8) Assurance that once your agency has been certified to be an active participant in the 1122 Program, you will comply with the 1122 Program Guidance Manual.

9) (Homeland Security Only) Agreement that if the item is purchased for Homeland Security then it must be in the Homeland Security Authorized Equipment List (AEL) which is located in the FEMA Responder Knowledge Base at: https://www.rkb.us/mel.cfm?subtypeid=549.

Sincerely,

Signature – Agency Executive Officer

This Program Guidance is designed for 1122 Program implementation. It is subject to change/update in accordance with amendments in the Federal/State law and policies from the General Service Administration, Bureau of Justice Assistance, and Department of Defense. Updated information will be included and made available to agencies in the program as needed.