



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

Award  Contract  Grant

Requested Board Meeting Date: 01/05/2021

\* = Mandatory, information must be provided

or Procurement Director Award

**\*Contractor/Vendor Name/Grantor (DBA):**

Arizona Department of Environmental Quality (ADEQ)

**\*Project Title/Description:**

Hazardous Materials Emergency Preparedness (HMEP)

**\*Purpose:**

Funding to provide support of local hazardous materials emergency planning and training.

**\*Procurement Method:**

N/A

**\*Program Goals/Predicted Outcomes:**

Hazardous Materials Emergency Preparedness (HMEP) grants are used to develop, improve, and implement emergency plans, and train public sector hazardous materials (hazmat) response employees to respond to accidents and incidents involving hazardous materials in transportation. This is accomplished through emergency planning, conducting training and exercises, and coordination with all jurisdictions within Pima County.

**\*Public Benefit:**

The grant will continue to provide funding to support hazardous materials trainings and exercises.

**\*Metrics Available to Measure Performance:**

Quarterly reports to grantor.

**\*Retroactive:**

OEM received the grant award letter after the grant performance period started on October 1, 2020.

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e.,15-123): \_\_\_\_\_

Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_

Expense Amount: \$\* \_\_\_\_\_  Revenue Amount: \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund?  Yes  No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds?  Yes  No

If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_

Were insurance or indemnity clauses modified?  Yes  No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number?  Yes  No

If Yes, attach the required form per Administrative Procedure 22-10.

**Amendment / Revised Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e.,15-123): \_\_\_\_\_

Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_

Commencement Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

Expense or  Revenue  Increase  Decrease Amount This Amendment: \$ \_\_\_\_\_

Is there revenue included?  Yes  No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund?  Yes  No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards)  Award  Amendment

Document Type: GTAM Department Code: OEM Grant Number (i.e.,15-123): 21\*60

Commencement Date: 10/01/20 Termination Date: 09/30/2021 Amendment Number: 1

Match Amount: \$ \_\_\_\_\_  Revenue Amount: \$ 37,200.00

**\*All Funding Source(s) required:** Arizona Department of Environmental Quality (ADEQ)

\*Match funding from General Fund?  Yes  No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Match funding from other sources?  Yes  No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Funding Source: \_\_\_\_\_

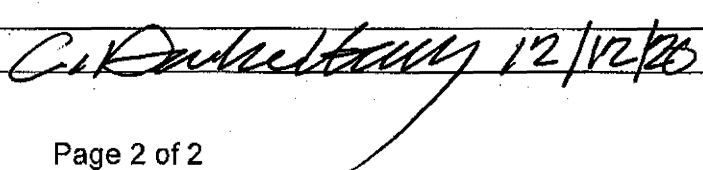
**\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Paige Knott

Department: Office of Emergency Management Telephone: 520-724-9314

Department Director Signature/Date:  12-11-2020

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date:  12/12/20  
*(Required for Board Agenda/Addendum Items)*



# Arizona Emergency Response Commission

1110 West Washington St. Phoenix, AZ 85007 | Phone: 602-771-0397 | [azdeq.gov/AZSERC](http://azdeq.gov/AZSERC)

October 1, 2020

Jeff Guthrie, Director  
Pima County Office of Emergency Management and Homeland Security  
34340 E. 22<sup>nd</sup> St.  
Tucson, AZ 85713  
Email: [jeff.guthrie@pima.gov](mailto:jeff.guthrie@pima.gov)

Re: Hazardous Materials Preparedness Grant Program (HMEP) Award  
693JK31940003HMEP

Dear Mr. Guthrie,

Thank you for participating in the HMEP grant program. We are happy to announce the grant award for Fiscal Year 2021 of the Hazardous Material and Equipment Program (HMEP) Grant.

This letter is to notify the amount requested by your district for FY 2021 was \$37,200.00; the amount awarded to your district for FY 2021 is \$37,200.00.

A breakdown of what was submitted and was approved by the Pipeline and Hazardous Materials Safety Administration (PHMSA) is attached.

This award supports your district's request for grant funds for FY 2020-2021. **The grant performance period begins October 1, 2020 and ends September 30, 2021.** This award meets all of your requests. This award serves to enhance hazardous materials response capacity within your planning district.

**Important compliance note:**

1. This award is for reimbursement of approved funding requests. If your request differs during the grant performance period, please notify us at [azserc@adeq.gov](mailto:azserc@adeq.gov). We cannot approve any requests that have not had prior approval.
2. Please submit your request(s) for reimbursement us at [azserc@azdeq.gov](mailto:azserc@azdeq.gov). Request(s) must include a narrative of the training or planning exercise, copies of invoices/receipts and the organization who is requesting reimbursement.
3. Your LEPC should continue to work on a composite list of needs and potential work projects and keep open communication lines with us.
4. Please work with us as soon as possible should you anticipate that you will not be able to utilize the funds during the grant performance period indicated above. We will submit a



## Arizona Emergency Response Commission

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request to PHMSA for approval to reallocate the funds toward another need in your district.

5. Reminder that any unexpended funds by your district, if not previously reallocated, will be returned to ADEQ for distribution to districts as deemed appropriate and as approved by PHMSA.

Sincerely,

Laura L. Malone  
Waste Programs Director  
AZSERC Executive Director  
Arizona Department of Environmental Quality

cc: Shane Clark, Coordinator- [shane.clark@pima.gov](mailto:shane.clark@pima.gov)  
Griselda Moya-Flores – [Griselda.moya-flores@pima.gov](mailto:Griselda.moya-flores@pima.gov)

Attachment: Project Narrative FY 2020-2021

FY 2021	Activity Name	Grant Date	Cost	#of Participants	Description
Pima	Western Region SERC/TERC Conference	10/1/2020	\$4,000.00	3	The conference and training provides critical information on lessons learned and best practices for use in coordinating and efficient response to releases of hazardous materials, which threaten public health and the environment. Attendance is important to the overall planning and preparedness efforts of Pima County LEPC
Pima	Continuing Challenge	10/1/2020	\$8,000.00	6	<p>The workshop is designed to provide the student with the latest information while still maintaining the basics for those students who are just entering the HazMat field. Advancements in hazardous material emergency response are dynamic and attendance at this very popular annual workshop is critical to promote the health and safety of responders, the public, and the environment.</p> <p>After attending a choice of over 100 classroom sessions, hands-on workshops, and exciting contests and demonstrations to test new skills, attendees will return to share the knowledge with the Pima County Hazardous Materials team members.</p> <p>This activity allows 6 participants to attend the International Association of Fire Chiefs Annual Hazardous Materials Response Team Conference held annually in Baltimore MD.</p>
Pima	IAFC Hazardous Materials Team Conference	10/1/2020	\$8,000.00	6	<p>The Hazmat Conference is a four-day event offering hands-on training across a range of essential topics, including:</p> <ul style="list-style-type: none"> <li>• Bio threat response and sample collection</li> <li>• Incident management best practices</li> <li>• Chemical and physical properties of hazardous materials</li> <li>• Recognizing and responding to commercial explosive incidents</li> </ul>
Pima	Outreach Booth at Southern Arizona Environmental Management Society's (SAEMS) Annual RCRA and Transportation Training Seminar	10/1/2020	\$500.00	2	Hazmat technicians will obtain knowledge on up to date technology, procedures, standard of care, safe operations, control, and mitigation of hazardous materials releases in one of the five modes of transportation. The technicians will be required to share their new knowledge and education with responders on the Pima County Regional Hazmat Team.
Pima	AristaTck/PEAC Software Package	10/1/2020	\$6,700.00	13	Attendees will acquire up to date information on the PHMSA HMEP Grant process and planning activities pertaining to the transportation of hazardous materials. The LEPC will effectively implement knowledge obtained to meet the mission of the Pima County LEPC by using the planning information to strengthen current plans & programs to protect the whole community.
Pima	HOTZONE Hazardous Materials Conference	10/1/2020	\$6,000.00	4	This activity will allow four LEPC/PCOEM attendees and booth/table space purchase for community outreach during the SEAMS annual training where businesses, transporters, government, first responders and others gather to discuss environmental regulations. There are presentations on hazardous materials transportation every year.
Pima	Fall NASTTPO Workshop	10/1/2020	\$4,000.00	3	This licensed and patented software has the ability to incorporate prior and future studies for transportation of hazardous materials and overlay them into a visual interface for planning and response purposes. It is also designed for use at the scene of a hazard supporting First Responders in making informed decisions and providing immediate operational response for HAZMAT (hazardous materials) and CBRNE (chemical, biological, radiological and nuclear defense) incidents. Includes 13 licenses of PEAC-WMD.
Pima request total			\$37,200.00		