



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

Award  Contract  Grant

Requested Board Meeting Date: 10/03/2023

\* = Mandatory, information must be provided

or Procurement Director Award:

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

United States Environmental Protection Agency (EPA).

**\*Project Title/Description:**

FY 23 Air Pollution Control Program.

**\*Purpose:**

The purpose of this amendment is to move funds between budget categories within the grant. The budget amount of \$570,923.00 remains unchanged and the period of performance remains unchanged.

**\*Procurement Method:**

Not applicable.

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

Grant provides support for program strategic planning and evaluation, developing state implementation plans, monitoring air quality and emissions, rule making, issuing operating permits, and other related activities.

**\*Public Benefit:**

Grant provides monetary assistance to PDEQ supporting its efforts to reduce risks to human health and the environment.

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

Grant requires mid-year and end-of-year progress reports comparing anticipated outcomes and actual outcomes.

**\*Retroactive:**

Yes. This grant was awarded by EPA on 7/24/2023 and was not received by Pima County until 7/31/2023. The Board of Supervisors approved the award on 8/21/2023. We could not initiate the amendment until the Board approved the award. The period of performance is 10/1/2022 through 9/30/2023.

*GMT approves  
Kw 9/15/23*

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

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 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: DE Grant Number (i.e., 15-123): 24\*025

Commencement Date: 10/1/22 Termination Date: 9/30/23 Amendment Number: 1

Match Amount: \$ 781,000.00 Revenue Amount: \$ 570,923.00

\*All Funding Source(s) required: EPA

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

\*Match funding from other sources? Yes No If Yes \$ 781000.00 % 100

\*Funding Source: PDEQ Air Quality Minor Source Permits Fees/Air Quality Permit Fees

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

Contact: Scott DiBiase

Department: Environmental Quality

Telephone: 520.724.7363

Department Director Signature: Scott DiBiase Digitally signed by Scott DiBiase Date: 2023.09.11 17:01:14 -07'00' Date: 9/11/23

Deputy County Administrator Signature: \_\_\_\_\_ Date: 15 Sep 2023

County Administrator Signature: \_\_\_\_\_ Date: 9/18/2023

This list represents the equipment that may need replacement if repair and maintenance is not an option. PDEQ will seek prior approval before purchasing any equipment over \$5,000.

<b>Equipment Type</b>	<b>Equipment Cost</b>	<b>Quantity</b>
Thermo 42iQTL-ANANN NO-NO2-NOX FRM analyzer	\$19,415.00	1
Thermo 43iQTL-ANN SO2 analyzer	\$21,537.00	1
Ozone Calibrator T703U	\$14,524.91	1
Teledyne T700U Multi-gas calibrator with photometer	\$22,825.77	1
	<b>\$78,302.68</b>	

Purchased Teledyne \$22,830

We did not purchase the other items as their purchase was not necessary at the present time. Our current equipment is functioning

### Budget Information - Non Construction Programs

OMB Approval No. 0348-0044

**Section A - Budget Summary**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Air Pollution	66.001			\$570,923	\$781,000	\$1,351,923
2.						\$0
3.						\$0
4.						\$0
5. Totals		\$0	\$0	\$570,923	\$781,000	\$1,351,923

**Section B - Budget Categories**

6. Object Class Categories	Grant Program, Function or Activity			Total (5)
	(1) Old Budget	(2) Revised Budget	Non-Federal (4)	
a. Personnel	\$258,538	\$325,758	\$461,217	
b. Fringe Benefits	\$90,488	\$114,015	\$161,426	
c. Travel	\$6,000	\$6,000	\$24,000	
d. Equipment	\$80,000	\$22,830	\$0	
e. Supplies	\$46,143	\$14,180	\$6,000	
f. Contractual	\$33,325	\$38,925	\$96,545	
g. Construction	\$0	\$0	\$0	
h. Other	\$11,800	\$4,586	\$31,812	
i. Total Direct Charges (sum of 6a-6h)	\$526,294	\$526,294	\$781,000	
j. Indirect Charges	\$44,629	\$44,629		
k. <b>Totals</b> (sum of 6i-6j)	\$570,923	\$570,923	\$781,000	
7. Program Income				

<b>Section C - Non-Federal Resources</b>				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals
8. Air Pollution	\$781,000			\$781,000
9.				\$0
10.				\$0
11.				\$0
12. <b>Total</b> (sum of lines 8 - 11)	\$781,000	\$0	\$0	\$781,000

<b>Section D - Forecasted Cash Needs</b>					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th quarter
13. Federal	\$570,923	\$142,731	\$142,731	\$142,731	\$142,730
14. Non-Federal	\$781,000	\$195,250	\$195,250	\$195,250	\$195,250
15. <b>Total</b> (sum of lines 13 and 14)	\$1,351,923	\$337,981	\$337,981	\$337,981	\$337,980

<b>Section E - Budget Estimates of Federal Funds Needed for Balance of the Project</b>				
(a) Grant Program	Future Funding Periods (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.				
17.				
18.				
19.				
20. <b>Total</b> (sum of lines 16-19)	\$0	\$0	\$0	\$0

<b>Section F - Other Budget Information</b>	
21. Direct Charges \$526,294	22. Indirect Charges \$44,629

23. Remarks

## Instructions for the SF-424A

Public Reporting Burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Please do not return your completed form to the Office of Management and Budget; send it to the address provided by the sponsoring agency.

### General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the later case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a **single** Federal grant program (Federal Domestic Assistance Catalog number) and **not requiring** a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For applications pertaining to a **single** program **requiring** budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in **Column (a)** and the respective catalog number on each line in Column (b).

For applications pertaining to **multiple** programs where one or more programs **require** a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, Columns (c) through (g)

**For new applications**, leave Columns (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

**For continuing grant program applications**, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

**For supplemental grants and changes** to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

**Line 5**—Show the totals for all columns used.

### Section B. Budget Categories

In the column headings (a) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Lines 6a-i**—Show the totals of Lines 6a to 6h in each column.

**Line 6j**—Show the amount of indirect cost.

**Line 6k**—Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

**Line 7**—Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.

### Section C. Non-Federal Resources

**Lines 8-11**—Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

**Column (a)**—Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

**Column (b)**—Enter the contribution to be made by the applicant.

**Column (c)**—Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

**Column (d)**—Enter the amount of cash and in-kind contributions to be made from all other sources.

**Column (e)**—Enter totals of Columns (b), (c), and (d).

**Line 12**—Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f) Section A.

### Section D. Forecasted Cash Needs

**Line 13**—Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14**—Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15**—Enter the totals of amounts on Lines 13 and 14.

### Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

**Lines 16-19**—Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants. If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20**—Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

### Section F. Other Budget Information

**Line 21**—Use this space to explain amounts for individual direct object-class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22**—Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23**—Provide any other explanations or comments deemed necessary.