



BOARD OF SUPERVISORS AGENDA ITEM REPORT CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 10/1/2019

* = *Mandatory, information must be provided*

or Procurement Director Award

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

U.S. Department of Justice Office of Justice Programs / Bureau of Justice Statistics

***Project Title/Description:**

National Crime Statistics Exchange Implementation Project

Award #: 2017-FU-CX-K-041

***Purpose:**

This Amendment is to extend the term for six (6) months (term end date from 9/30/2019 to 3/31/2020) to complete project for updating current Spillman Records Management System (RMS) "end of life" and "end of support" with new hardware and servers in order to move to the newest version of Spillman software, which is required to implement Spillman's National Standard IBR module.

***Procurement Method:**

Not applicable - Grant

***Program Goals/Predicted Outcomes:**

This program is ensure Sheriff's Department RMS environment is robust enough to support all seven agencies.

***Public Benefit:**

Support Law Enforcement by allowing faster response time.

***Metrics Available to Measure Performance:**

Purchase of new supplies and services to upgrade equipment; Ability to provide support to all agency users.

***Retroactive:**

Yes. The Pima County Sheriff's Department requested the grant adjustment and received the final approval from the Department of Justice on 9/4/2019. The first available agenda for the Board of Supervisors occurs on 10/1/2019.

GMI Approval 9/26/19 LS

Contract / Award Information

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

Effective 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

***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 22-73.

Amendment / Revised Award Information

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

Amendment No.: _____ AMS Version No.: _____

Effective 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: SD Grant Number (i.e., 15-123): 20*006

Effective Date: 10/01/2017 Termination Date: 3/31/2020 Amendment Number: 01

Match Amount: \$ _____ Revenue Amount: \$ 0.00

***All Funding Source(s) required:** Federal - Department of Justice

***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)?** Directly - Department of Justice

Contact: Yuko Jarvis

Department: Sheriff Telephone: (520) 351-6958

Department Director Signature/Date: *Julia Gatis* 9/10/2019

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: *C. Dulcetbury* 9/24/19
(Required for Board Agenda/Addendum Items)

GRANT APPLICATION APPROVAL REQUEST

Instructions: Fill out the top section of this form completely. Contact the program Grants Management & Innovation (GMI) Lead if you require assistance (724-2240). Email your completed request to: GMI@pima.gov. Your request will be forwarded to County Administration for review. Notification of approval requests should be submitted at least 15 business days prior to the application's submission deadline (AP 5-1 Procedure).

Requesting department or entity:	Sheriff		Date: 9/9/19
Contact information:	Name: Teresa Wilson		Telephone: (520) 351-6240
Funding opportunity title:	2017 NCS-X Implementation Assistance Program; Grant #2017-FU-CX-K041		
Link to opportunity:	n/a		
Funding agency:	Department of Justice; Office of Justice Programs		
Amount to be requested:	\$ 688,762.00		
Due date and time:			
What are you going to spend the money on?	<p>Extend project period only; no change in funding. Grantor has approved the 6-month "no cost" extension. Award period extended to 3/31/2020.</p> <p>In 2017, PCSD was awarded \$688,762 to convert law enforcement records management system (RMS) from a summary reporting system (SMS) to incident based reporting (IBR). Effective January 2021, the FBI will only accept crime statistics submitted in an IBR format.</p> <p>Update the Department's RMS format to accommodate IBR reporting. Includes updating software, servers, install mobile data automation network throughout Department facilities, train personnel, trouble-shoot and coordinate issues with our RMS vendor.</p> <p>Data is not at a point where information can be submitted for validation; continuing to work through bugs.</p>		
What will be the benefit to Pima County?	<p>Meet the FBI's requirement to submit crime statistics in an IBR format. Incident based reporting (versus summary) allows for a more robust analysis of crime statistics on a local, state, and national level.</p>		
Indirect costs – check one:	<input type="checkbox"/> I will be requesting indirect costs. Indirect-cost rate to be requested: <input type="checkbox"/> I have attached a request for waiver of indirect costs (GMI Intranet) <input type="checkbox"/> need help understanding indirect costs		% N/A 
By: 	Date: 9/9/2019		
Department Director or Designee			

GRANT COST/BENEFIT ANALYSIS

To be completed by GMI staff

CFDA No.	16.734 Special Data Collections/Statistical Studies		
Competitive Criteria:		Six month extension to GTAW18*030 (cooperative agreement). No increase in funding	
Other Factors:		SEE attached Grant Adjustment Notice indicating Project/Budget period 10/1/17 extended to 3/31/20 with justification (late release of funds, software errors in NIBRS data capture, etc.).	
Number of Awards:		Total amount to be awarded: \$ 688,762.00	
Match Required:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If required what is the amount/percent: _____ * ² Leverage encouraged	
Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):		Progress reports submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. Quarterly reports not later than 30 days following end of quarter. Final report submitted-not later-than 90 days following the end of award period. Financial Management & System of Internal Controls should follow CFR 200 as set out in 200.303. Pre-award costs not covered unless prior approval obtained. There is an employee compensation cap (pg 14)	
Will this project require additional office/project space? Will this project require staff time that cannot be paid for by the grant? Will your project require any equipment items over \$5,000 per item? Does the proposal use a fixed price contract? Is this project subject to Human Subjects compliance? Does this project involve subrecipients? Is there a Statutory Funding Preference from the funding agency?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Allowable Indirect Rate: 10 MTDC If Indirect is not allowed, attach documentation.			
List any other proposal or funder specific requirements:		Required training for Point of Contact and all Financial Points of Contact This project is supported under 42 U.S.C.3 732 (BJS - general) Any leveraged funds become mandatory & must be tracked/reported separately & can't cover same line items & are subject to audit. Sub recipients not allowed without prior approval.	
GMI notes & recommendations: Completed by RL Indirect expenses not applicable according to Teresa Wilson.			
By:  GMI Director		Date: 9/18/19	
County Administrator Approval Request			
Approved: 		Not Approved: _____ Subject to Further Review: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If your project is subject to further review, please contact your GMI Lead to discuss necessary revisions prior to resubmission of the Grant Approval Application Request.			
By: 		Date: 9/19/19	
County Administrator or Designee			



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	Pima County Sheriff's Department	Project Period:	10/01/2017 - 03/31/2020	GAN Number:	005
Grantee Address:	1750 East Benson Highway Tucson, 85714	Program Office:	BJS	Date:	09/04/2019
Grantee DUNS Number:	78-169-3049	Grant Manager:	Shannan Catalano		
Grantee EIN:	86-6000543	Application Number(s):	2017-30172-AZ-BJ		
Vendor #:	866000544	Award Number:	2017-FU-CX-K041		
Project Title:	National Crime Statistics Exchange Implementation Project	Award Amount:	\$688,762.00		

Change Project Period

Current Grant Period:	Month: 23 Day: 29	New Grant Period:	Month: 29 Day: 30
Project Start Date:	10/01/2017	*New Project Start Date:	10/01/2017
Project End Date:	09/30/2019	*New Project End Date:	03/31/2020

*Required Justification for Change Project Period:

Funds were not released until January 2018; delaying the start of the project for 3 months. Currently working report generation and testing and data certification. NIBRS data is being captured; software errors must be resolved before

Attachments:

Filename:	User:	Timestamp:
ExtentionReq CoverMemo.pdf	MNapier1	08/15/2019 4:53 PM
Pima County Sheriff's Office NCE Checklist.xlsx	CatalanS	08/21/2019 8:30 AM

[Print](#)

Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	09/04/2019 12:15 PM
Submitted	PO - Grant Manager	MNapier1	08/15/2019 4:54 PM
Draft	EXTERNAL - External User	MNapier1	08/15/2019 4:35 PM

PIMA COUNTY

Richard Elías, Chairman, Board of Supervisors

Date

Attest:

Julie Castañeda, Clerk of the Board

Date

APPROVED AS TO FORM AND LEGAL AUTHORITY:


Deputy County Attorney


Date