



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

Requested Board Meeting Date: October 6, 2015

or Procurement Director Award ☐

Contractor/Vendor Name (DBA): U.S. Food and Drug Administration (FDA)

Project Title/Description:

Retail Food Standards Collaboration

Purpose:

This project will facilitate collaboration between the Pima County Health Department's Consumer Health and Food Safety division, the FDA, and local food vendor partners to facilitate adherence to new national standards for food safety programs.

Procurement Method:

N/A

Program Goals/Predicted Outcomes:

This project is designed to create an environment of continuous improvement throughout the five year implementation period, guiding the program in innovative approaches that benefit the local food vendors and the citizens and visitors of Pima County. The proposed tasks were designed to increase program compliance with the FDA Voluntary Retail Food Standards, providing training of staff and industry partners. This will result in increased food safety and food security for the entire jurisdiction.

Using grant resources, CHFS will expand its employee training program to include uniform and innovative corrective actions, such as culturally competent instructional multimedia to overcome language barriers. The upcoming proposed adoption of the 2013 FDA Food Code will necessitate compliance initiatives that will be addressed by innovative approaches. The Program will develop written Active Managerial Control Initiatives, which, if adopted by industry participants, will provide fee reductions as incentives. Finally, CHFS will contribute to improvement of the Retail Program Standards by evaluating the effectiveness of the training and incentive projects and improve inspection efficiency by assessing trends in contributing risk factors for food borne illnesses.

Public Benefit:

This federal award provides Pima County an additional \$70,000 per year for five years to substantially advance food industry inspection and standardize compliance within the local food vendor industry which will in turn reduce food borne illness.

Metrics Available to Measure Performance:

- 2013 FDA Food Code adopted by Pima County.
- Increase in percentage of food establishments achieving improved inspection results.
- Active managerial control program established.
- Number of food establishments achieving active managerial control standards and receiving associated incentives.

Retroactive:

As is typical for the US Department of Health and Human Services, the assigned start date and the notice of award have the same date (9/10/15). Health Department staff will not initiate any project activities until the grant is accepted by the Board of Supervisors.

Original Information

Document Type: GTAW Department Code: HD Contract Number (i.e., 15-123): 16*11
Effective Date: 9/10/2015 Termination Date: 6/30/2020 Prior Contract Number (Synergen/CMS): N/A
☐ Expense Amount: \$ _____ ☒ Revenue Amount: \$ \$350,000
Funding Source(s): U.S. Food and Drug Administration

Cost to Pima County General Fund: \$0.00

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☒ Not Applicable to Grant Awards
Were insurance or indemnity clauses modified? ☐ Yes ☐ No ☒ Not Applicable to Grant Awards
Vendor is using a Social Security Number? ☐ Yes ☐ No ☒ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Effective Date: _____ New Termination Date: _____
☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____
Funding Source(s): _____

Cost to Pima County General Fund: _____

Contact: Sharon Grant
Department: Health Telephone: 724-7842
Department Director Signature/Date: [Signature] 14 Sep 2015
Deputy County Administrator Signature/Date: [Signature] 9-14-15
County Administrator Signature/Date: C. R. [Signature] 9/15/15
(Required for Board Agenda/Addendum Items)



RESEARCH DEMONSTRATION COOPERATIVE
AGREEMENTS
Department of Health and Human Services
FOOD AND DRUG ADMINISTRATION

Notice of Grant Award

Issue Date: 09/10/2015



Grant Number: 1U18FD005582-01
FAIN: U18FD005582

Principal Investigator:
David Ludwig

Project Title: A Multifaceted Approach to Implementing Innovative Industry/Regulatory Strategies to Reduce the Occurrence of Contributing Risk Factors Associated with Foodborne Illness: Grant Narrative

McClain, Grace
Environmental Health Specialist
3950 S. Country Club Rd.
Tucson, AZ 857142099

Award e-mailed to: sharonagrnt@pima.gov

Budget Period: 09/10/2015 – 06/30/2016
Project Period: 09/10/2015 – 06/30/2020

Dear Business Official:

The Food and Drug Administration hereby awards a grant in the amount of \$70,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to PIMA COUNTY HEALTH DEPARTMENT in support of the above referenced project. This award is pursuant to the authority of PHS Act, Sec 1706, 42 USC 300u-5, as amended; Sec 2(d), PL 98-551 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the Grants Management Specialist and the Project Officer listed in the terms and conditions.

Sincerely yours,


Kimberly Pendleton
Grants Management Officer
Office of Acquisitions & Grants Services
Division of Acquisition Support and Grants
Grants & Assistance Team
FOOD AND DRUG ADMINISTRATION

See additional information below

SECTION I – AWARD DATA – 1U18FD005582-01**Award Calculation (U.S. Dollars)**

Salaries and Wages	\$54,101
Personnel Costs (Subtotal)	\$54,101
Equipment	\$4,000
Supplies	\$150
Other Costs	\$5,385

Federal Direct Costs	\$63,636
Federal F&A Costs	\$6,364
Approved Budget	\$70,000
Federal Share	\$70,000
TOTAL FEDERAL AWARD AMOUNT	\$70,000

AMOUNT OF THIS ACTION (FEDERAL SHARE)	\$70,000
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SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD	CUMULATIVE TOTALS	
1	\$70,000	\$70,000	\$70,000
2	\$70,000	\$70,000	\$70,000
3	\$70,000	\$70,000	\$70,000
4	\$70,000	\$70,000	\$70,000
5	\$70,000	\$70,000	\$70,000

* Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number:	93.103
EIN:	1866000543A2
Document Number:	UFD005582A
PMS AccountType	P(Subaccount)
Fiscal Year:	2015

IC	CAN	2015	2016	2017	2018	2019
FD	6990928	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000

* Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

FDA Administrative Data:

PCC: ORA8 / OC: 414L / Processed: ERAAPPS 09/04/2015

SECTION II – PAYMENT/HOTLINE INFORMATION – 1U18FD005582-01

PHS policy requires that you be informed that the DHHS Inspector General maintains a toll free telephone number (800-368-5779) for receiving information concerning fraud, waste and abuse under the grants and cooperative agreements. Such reports will be kept confidential and callers may decline to give their names if they choose to remain anonymous.

Payments under this award will be made available through the DHHS Payment Management System (PMS). PMS is administered by the Division of Federal Assistance Financing (DFAF),

Office of the Deputy Assistant Secretary, Finance, which will forward instructions for obtaining payments. Inquiries regarding the payment should be directed to:

Division of Federal Assistance Financing
DASP/DASF/OS/DHHS
P.O. Box 6021
Rockville, MD 20852
Telephone Number: 877-614-5533

Grantees are asked to register in the Central Contractor Registration (CCR) database. Information about CCR is available at http://www.grants.gov/applicants/register_ccr.jsp. This registration will be required as electronic grant processing is implemented.

SECTION III – TERMS AND CONDITIONS – 1U18FD005582-01

This award is based on the application submitted to, and as approved by, FDA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Grant Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The PHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. An annual Financial Status Report (SF-269) is required. An original and two copies of this report must be submitted to the FDA Grants Management Officer within 90 days after the expiration date of the budget period.
- f. A Final Program Report, Financial Status Report and Invention Statement must be submitted within 90 days after the expiration date of the project period.
- g. This award notice, including the terms and conditions cited below.

This award has been assigned the Federal Award Identification Number (FAIN) U18FD005582. Recipients must document the assigned FAIN on each consortium/subaward issued under this award.

Treatment of Program Income: Additional Costs

SECTION IV – FD Special Terms and Condition – 1U18FD005582-01

Expanded Authorities Do NOT Apply to this Award

The following special terms of award are in addition to, and not in lieu of, otherwise applicable U.S. Office of Management and Budget (OMB) administrative guidelines, U.S. Department of Health and Human Services (DHHS) grant administration regulations at 45 CFR Parts 74 and 92 (Part 92 is applicable when State and local Governments are eligible to apply), and other HHS, PHS, and FDA grant administration policies.

Support will be in the form of a cooperative agreement. Substantive involvement by the awarding agency is inherent in the cooperative agreement award. Accordingly, FDA will have substantial involvement in the program activities of the project funded by the cooperative agreement.

Monitoring Activities

The ORA Project Officer and Technical Advisor will monitor award recipients periodically. The monitoring may be in the form of face-to-face meetings, telephone conversations, e-mails, or written correspondence between the project officer/grants management officer and the principal investigator. Periodic site visits with officials of the recipient organization will occur, including program assessments and audits. The results of these monitoring activities will be recorded in the official cooperative agreement file and will be made available to the grant recipient, upon request, consistent with applicable disclosure statutes and FDA disclosure regulations. Also, the grantee organization must comply with all special terms and conditions of the cooperative agreement, including those which state that future funding of the project will depend on recommendations from the Project Officer and Technical Advisor.

The scope of the recommendation will confirm that:

(1) There has been acceptable progress on the project; (2) there is continued compliance with all FDA regulatory requirements; and (3) if necessary, there is an indication that corrective action has taken place.

A final progress report, invention statement, and the expenditure data portion of the Federal Financial Report are required for closeout of an award, as described in the HHS Grants Policy Statement.

The Federal Funding Accountability and Transparency Act of 2006 (Transparency Act), includes a requirement for awardees of Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY2011 or later. All awardees of applicable FDA grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at www.fsrs.gov on all subawards over \$25,000.

Mid-year progress reports must contain the elements below as applicable to their application and award, but are not limited to, the following:

1. Detailed progress report on the grantee meeting the project goals identified in the application.
2. Status report on the hiring and training of food program personnel.
3. Certification of current appropriation funding levels for the retail food regulatory program.
4. A strategic plan that accurately reflects when specific objectives and tasks have been, or will be, completed and/or implemented and when new objectives and tasks are identified to advance conformance with the Retail Program Standards. The strategic plan should include significant goals or action items, anticipated completion dates, responsible personnel, and other required resources.
5. Description of program improvements in achieving conformance with the Retail Program Standards and promoting more effective control of foodborne illness risk factors in.

The final program progress report must provide full written documentation of the entire project and summaries of accomplishments and goals, as described in the grant application. The documentation must be in a form and contain sufficient detail such that other agencies could reproduce the final project. The final program progress report should also detail the strategy to continue advancing conformance with the Retail Program Standards (current and future versions).

Project Officer, Cathy Hosman for inquiries and questions regarding programmatic aspects or concerns: Phone 781-587-7443 E-mail: catherine.hosman@fda.hhs.gov

Grants Management Specialist, Dan Lukash for inquiries and questions regarding administrative matters or financial concerns: Phone: 240/402-7596 E-mail: daniel.lukash@fda.hhs.gov

Direct inquiries regarding scientific programmatic issues to the official listed below.

Direct inquiries regarding fiscal and/or administrative matters to the grants management specialist listed below.

All formal correspondence/reports regarding the grant should be signed by an authorized institutional official and the Principal Investigator and should be sent to the attention of the grants management specialist, unless otherwise explicitly directed.

STAFF CONTACTS

Grants Management Specialist: Daniel Lukash

SPREADSHEET SUMMARY

GRANT NUMBER: 1U18FD005582-01

INSTITUTION: PIMA COUNTY HEALTH DEPARTMENT

Budget	Year 1	Year 2	Year 3	Year 4	Year 5
Salaries and Wages	\$54,101				
Personnel Costs (Subtotal)	\$54,101				
Equipment	\$4,000				
Supplies	\$150				
Other Costs	\$5,385				
TOTAL FEDERAL DC	\$63,636	\$70,000	\$70,000	\$70,000	\$70,000
TOTAL FEDERAL F&A	\$6,364				
TOTAL COST	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000