



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 08/06/2019

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Arizona Automobile Theft Authority

***Project Title/Description:**

FY 2020 Auto Theft Vertical Prosecution Program Grant

***Purpose:**

To fund Attorney(s) and staff to prosecute vehicle theft cases. I have attached a request for waiver of indirect costs (GMI Intranet)

***Procurement Method:**

Not Applicable.

***Program Goals/Predicted Outcomes:**

In cooperation with AATA grant funds support the PCAO Theft Unit staff that supports law enforcement activities, vertical prosecution and public education programs collectively to defer auto thefts.

***Public Benefit:**

Reduce crime and protect public safety by holding criminals accountable.

***Metrics Available to Measure Performance:**

Quarterly Reports.

***Retroactive:**

Yes, Grant Agreement was delayed due to assignment issues.

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**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 22-73.***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 ☐ AmendmentDocument Type: GTAW Department Code: PCA Grant Number (i.e., 15-123): 20-013Effective Date: 07/01/2019 Termination Date: 06/30/2020 Amendment Number: _____☐ Match Amount: \$ _____ ☒ Revenue Amount: \$ 216,056.00***All Funding Source(s) required:** The Arizona Automobile Theft Authority***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: Nancy NaresDepartment: Pima County Attorney's Office Telephone: 520-724-8582Department Director Signature/Date:  7/24/19

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____
(Required for Board Agenda/Addendum Items)

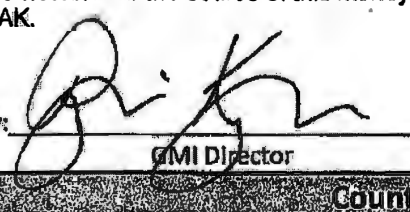
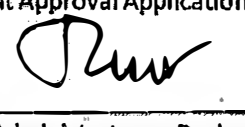
GRANT APPLICATION APPROVAL REQUEST

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 (AF 5-1 Procedure).

Requesting department or entity:	Pima County Attorney's Office	Date: 7/8/19
Contact information:	Name: Zachary Mack	Telephone: 724-8588
Funding opportunity title:	2020 Vertical Prosecution Auto Theft Grant	
Link to opportunity:	N/A	
Funding agency:	Arizona Automobile Theft Authority	
Amount to be requested:	\$ 258,111.66	
Due date and time:	7/19/2019 Select One	
What are you going to spend the money on?	To fund Attorney(s) and staff to prosecute vehicle theft cases. In cooperation with AATA, the grant funds support the PCAO Theft Unit staff that supports law enforcement activities, vertical prosecution and public education programs collectively to deter auto thefts.	
What will be the benefit to Pima County?	Reduce Crime and protect public safety by holding criminals accountable.	
Indirect costs – check one:	<input checked="" type="checkbox"/> will be requesting indirect costs. Indirect-cost rate to be requested: % <input type="checkbox"/> have attached a request for waiver of indirect costs (GMI Intranet) <input type="checkbox"/> need help understanding indirect costs	
By:	[Signature] Date: 7/9/19 Department Director or Designee	

GRANT COST/BENEFIT ANALYSIS

To be completed by GMI staff

CFDA No.	AZ
Competitive Criteria:	None.
Other Factors:	Indirect costs not allowed. From the grant agreement (attached): "Grant funds that are distributed pursuant to this agreement are not to be expended for any indirect costs incurred by the GRANTEE for the administration of this grant."
Number of Awards:	Total amount to be awarded: \$ 258,111.66
Match Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If required what is the amount/percent: 0
Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):	Vertical Prosecution means that the grant funded prosecutor(s) shall maintain functional control of and responsibility for all aspects of vehicle theft cases including reviewing case submittals, making charging decisions, preparing grand jury presentation instructions, engaging in motion practice, determining plea resolutions, and taking auto theft cases to trial. The grant funded attorney(s) and support staff shall devote 100% of time to the vertical prosecution of vehicle theft suspects, assisting law enforcement in on-going auto theft investigations, supporting and participating in programs or events to increase public awareness and education.
Will this project require additional office/project space?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will this project require staff time that cannot be paid for by the grant?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will your project require any equipment items over \$5,000 per item?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the proposal use a fixed price contract?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this project subject to Human Subjects compliance?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does this project involve subrecipients?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is there a Statutory Funding Preference from the funding agency?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Allowable Indirect Rate:	0 If Indirect is not allowed, attach documentation.
List any other proposal or funder specific requirements:	The GRANTEE agrees to submit quarterly financial and performance reports to the AATA, documenting the activities supported by the AATA grant funds and providing an assessment of the impact of those activities on the criminal justice system. The reports shall be submitted through the AATA Grant database webportal.
GMI notes & recommendations:	
Do not know if the source of this money is federal. Award has already been made. Recommend approval. Prepared by LAK.	
By: 	Date: 07/19/19
GMI Director	
County Administrator Approval Request	
Approved: <input checked="" type="checkbox"/>	Not Approved: <input type="checkbox"/> 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: 7/19/2019
County Administrator or Designee	

REQUEST FOR WAIVER OF INDIRECT COSTS

Requestor (Department Lead)	Zachary Mack
Project Title	2020 Vertical Prosecution Auto Theft
Sponsor Due Date:	7/19/2019
GMI Lead	

Pima County's Indirect Cost Waiver Policy:

Refer to County Administrator's March 5, 2019 directive regarding recovery of indirect costs:

"No grant acceptance on behalf of the County is to be processed unless there is a clear indication that indirect costs can and are being reimbursed" (insert link to memo).

Instructions for Requesting Indirect Cost Waiver

Please be aware the request for waiver must be submitted with the Grant Application Approval Request. All requests for waiver of indirect costs must present a compelling reason. Reasons that do not meet the "compelling reason" justification include:

- ✓ An application will be more competitive without indirect costs requested
- ✓ A budget cut is anticipated in future years

We are seeking a waiver of indirect costs for this project based on the following:

Grantor does not allow indirect costs. Grant agreement states the following: Grant funds that are distributed pursuant to this agreement are not to be expended for any indirect costs incurred by the Grantee for the administration of this grant.

Reviewed and Approved by:

C. DuKelbaum
County Administrator or his Designee

Date: 7/19/19



ARIZONA AUTOMOBILE THEFT AUTHORITY

FY 2020 VERTICAL PROSECUTION PROGRAM

GRANT AGREEMENT

This Agreement awarding **\$216,056.00** for Vertical Prosecution is made effective **07/01/2019**, by and between the Arizona Automobile Theft Authority, hereinafter referred to as the AATA, and Pima County Attorney's Office, hereinafter referred to as the GRANTEE. The AATA enters into this agreement pursuant to its authority under the provision of ARS § 41-3451 and having satisfied itself as to the qualifications of the GRANTEE.

Vertical Prosecution, for the purposes of this agreement shall mean that unless impossible or impractical, the grant funded prosecutor(s) shall maintain functional control of and responsibility for all aspects of vehicle theft cases including but not limited to reviewing case submittals, making charging decisions, preparing grand jury presentation instructions, engaging in motion practice, determining plea resolutions, and taking auto theft cases to trial.

The grant funded attorney(s) shall give priority to and prosecute/maintain functional control of all cases submitted by the Vehicle Theft Task Force.

The grant funded attorney(s) and support staff shall devote 100% of his or her time to the vertical prosecution of vehicle theft suspects, assisting law enforcement in on-going auto theft investigations, supporting and participating in programs or events to increase public awareness and community education in vehicle theft prevention and supporting the programs of the Automobile Theft Authority.

1. This agreement will commence on 07/01/2019, and terminate on 06/30/2020. This agreement is subject to cancellation pursuant to the provision of ARS §38-511. This AATA grant expires at the end of the agreement period, unless prior written approval for an extension has been obtained from the AATA. The GRANTEE agrees to return all unexpended funds to the AATA within 60 days of the expiration date of this grant or within 60 days of termination of this grant should termination occur prior to original expiration date, unless a grant extension is agreed to and an approved carry forward is authorized.

Grant funds are intended to be used exclusively for reimbursement of expenditures related to the number of FTE prosecutor positions dedicated solely to vertical prosecution, as defined in Table A. Grant funds will not be used to supplant Federal, State, County, or local funds that would otherwise be made available to the GRANTEE for prosecution purposes, but to supplement funds already existing for the prosecution of vehicle theft. Grant funding of 50% FTE positions will be considered exempt from the supplanting provision of this grant contract. Grant funds that are distributed pursuant to this agreement are not to be expended for any indirect costs incurred by the GRANTEE for the administration of this grant.

2. The grant award is to fund a prosecutor(s) who will execute their duties in accordance with the intended purpose and spirit of this agreement and the above definition of vertical prosecution. The funded prosecutor(s) shall maintain functional control of and responsibility for all aspects of vehicle theft cases referred to the Pima County Attorney's Office by the Arizona Vehicle Theft Task Force. The grant funded attorney(s) shall devote his or her time to the vertical prosecution of vehicle theft suspects, assisting law enforcement in on-going auto theft investigations, supporting and participating in programs or events to increase public awareness and community education in vehicle theft prevention and supporting the programs of the Arizona Automobile Theft Authority. In addition, the funded prosecutor(s) will work with law enforcement officers to improve the quality of vehicle theft cases submitted for prosecution. The prosecutor(s) should to the extent possible, and practicable, share criminal justice prosecution information with other authorized criminal justice agencies.
3. The GRANTEE shall operate in a manner consistent with, and in compliance with, the provisions and stipulations of the approved AATA grant application letter and this agreement. If the AATA finds non-compliance, the GRANTEE will receive a formal written notice that identifies the area of non-compliance and the appropriate corrective action to be taken. If the GRANTEE does not respond within thirty calendar days to this notice, and/or if the GRANTEE does not establish to the AATA's satisfaction that appropriate steps are being taken to correct the problem, the AATA may suspend funding or permanently terminate the agreement or revoke the grant. Any deviation or failure to comply with the purposes and/or conditions of this agreement without written permission from the AATA may constitute sufficient reason for the AATA to terminate the agreement. The revocation of the grant will require the return of all unspent funds, require that an audit of expended funds be performed at GRANTEE'S expense. It will also require the return of any previously expended funds that may have been spent in violation of the purposes and conditions of the grant.

4. The final funding schedule will be determined by the AATA and will be based on funding availability.
5. Requests for budget adjustments and/or reprogramming must be submitted in writing to the AATA.

APPROVED FY GRANT REQUEST:

<u>Title</u>	<u>Total</u>
Personal Services	\$177,682.00
Employee Related Expenses (ERE)	\$38,374.00
Total AATA Approved	\$216,056.00

PERFORMANCE MEASURE AND FINANCIAL REPORTING REQUIREMENTS

<u>Measure Group</u>	<u>Performance Measure</u>	<u>Reporting Period</u>
Staffing	Vertical Prosecutor(s) Funded	Quarterly
	Support Staff Position(s) Funded	Quarterly
Auto Theft Case Data	Number of New Auto Theft Cases Charged	Quarterly
	Number of Task Force Cases Charged	Quarterly
	Number of Cases Closed	Quarterly
	Number of Cases Turned Down	Quarterly
	Number of Felony Convictions	Quarterly
	Number of Plea Agreements	Quarterly
	Amount of Court Ordered Restitution	Quarterly
	Average Prison Sentence (in Years)	Quarterly
	Average Probation Sentence (in Years)	Quarterly

7. The grant funds awarded under this agreement are conditioned upon the availability of funds appropriated or allocated for the cash payment of such obligation. If funds are not allocated, are reverted or otherwise unavailable for the continuance of this agreement, the AATA may terminate this agreement at the end of the period for which funds are available. No liability shall accrue to the AATA in the event this provision is exercised, and the AATA shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

8. The GRANTEE agrees to account for the interest earned on AATA grant funds, use interest only for the purpose of paying AATA approved grant expenditures, and shall remit interest earned to the AATA within 60 days of the expiration of this grant, unless a prior written request justifying the uses of such funds is submitted and approved by the AATA.
9. The GRANTEE agrees that it will provide accounting, auditing, and monitoring procedures to safeguard AATA grant funds and keep such records to assure proper fiscal controls, management, and the efficient disbursement of AATA grant funds.
10. Pursuant to the provisions of ARS § 35-214 and ARS § 35-215, GRANTEE shall retain all books, account reports, files, and other records relating to this agreement and performance of this agreement for a period of five (5) years after the completion of this agreement. All such documents shall be subject to inspection and audit by the AATA at reasonable times.
11. The GRANTEE agrees to maintain time and effort certifications every six (6) months to ensure salaries and wages charged to the Vertical Prosecution Grant are accurate, allowable and properly allocated.
12. The GRANTEE agrees to submit quarterly financial and performance reports to the AATA, documenting the activities supported by the AATA grant funds and providing an assessment of the impact of those activities on the criminal justice system. The reports shall be submitted through the AATA Grant database web-portal.

This Agreement may be modified only by a written amendment signed by persons duly authorized to enter into agreements on behalf of the AATA and GRANTEE. Any notice given pursuant to this Agreement shall be in writing and shall be considered to have been given when actually received by the following addressees or their agents or employees.

If to the AATA:

AUTOMOBILE THEFT AUTHORITY
1110 W. Washington Street, Suite 105
Phoenix, Arizona 85007
Attn: Major James McGuffin, AATA Interim Executive Director

If to the GRANTEE:

Pima County Attorney's Office
32 N Stone Ave
Tucson, AZ 85701
Attn: Barbara LaWall

13. The GRANTEE agrees that it will comply with applicable nondiscrimination requirements of ARS § 41-1463, applicable State and Federal civil rights laws, and Executive Order 2009-9.
14. The GRANTEE agrees that in the event that a Federal or State court, or Federal or State administrative agency, after a due process hearing, makes a finding of discrimination on the grounds of race, color, religion, national origin, sex, age, or handicap against the GRANTEE regarding the program or activities supported by this grant, the GRANTEE will forward a copy of such findings to the AATA.
15. The GRANTEE certifies it will comply with the Drug-Free Workplace Act of 1988 as delineated in 28 CFR Part 67, Subpart F, for grantees, as defined in 28 CFR Part 67 Sections 67.615 and 67.620.
16. GRANTEE and the AATA agree to use arbitration in the event of disputes in accordance with the provisions of ARS § 12-1501 et seq.

No right or interest in this Agreement shall be assigned by GRANTEE without prior written approval of the AATA. No delegation of any duty of GRANTEE shall be made without the prior written approval of the AATA.

17. The GRANTEE agrees that it is acting as an independent contractor and agrees to hold the AATA harmless from the actions of the GRANTEE AND GRANTEE'S employees.

18. The GRANTEE warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance with A.R.S. § 41-4401 and A.R.S. § 23-214, Section A. (that subsection reads: "After December 31, 2007, every employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-Verify program).

A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the contractor may be subject to penalties up to and including termination of the contract.

Failure to comply with a State audit process to randomly verify the employment records of contractors and subcontractors shall be deemed a material breach of the contract and the contractor may be subject to penalties up to and including termination of the contract.

The State Agency retains the legal right to inspect the papers of any employee who works on the contract to ensure that the contractor or subcontractor is complying with the warranty under paragraph 1.

19. The GRANTEE assigns to the State any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services supplied by third parties to the GRANTEE toward fulfillment of this agreement.

IN WITNESS WHEREOF, the parties have made and executed this agreement the day and year first above written.

FOR THE GRANTEE:

Barbara LaWall Date: 7/19/19

Barbara LaWall

Pima County Attorney's Office

_____ Date: _____

FOR THE AUTOMOBILE THEFT AUTHORITY:

_____ Date: _____

Major James McGuffin, AATA Interim Executive Director

PIMA COUNTY

Chairman, Board of Supervisors

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Karen S. Friar
Deputy County Attorney

Karen S. Friar
Print DCA Name

7-24-2019
Date