



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 08/19/2019

*** = Mandatory, information must be provided**

or Procurement Director Award ☐

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

Drug Enforcement Administration

***Project Title/Description:**

DEA Overtime

***Purpose:**

To provide OT for one officer to work in the Tucson DEA Tactical Diversion Task Force

***Procurement Method:**

This IGA is a non-Procurement contract and not subject to procurement rules.

***Program Goals/Predicted Outcomes:**

To disrupt the illicit drug traffic in the State of Arizona area by immobilizing targeted violators and trafficking organizations. Gather and report intelligence data relating to trafficking in narcotics and dangerous drugs. Conduct undercover operations where appropriate and engage in other traditional methods of investigations in order that the task force's activities will result in effective prosecution.

***Public Benefit:**

Reduce the amount of drugs in the State of Arizona

***Metrics Available to Measure Performance:**

Amount of monthly hours worked on the task force.

***Retroactive:**

No.

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 ☐ Amendment

Document Type: GTAW Department Code: SD Grant Number (i.e., 15-123): 20*23

Effective Date: 10/01/2019 Termination Date: 09/30/2020 Amendment Number: _____

☐ Match Amount: \$ 0.00 ☒ Revenue Amount: \$ 18,649.00

***All Funding Source(s) required:** Drug Enforcement Administration

***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)?**

Federal Government

Contact: Bonnie Schaeffer

Department: Sheriff Telephone: 351-6374

Department Director Signature/Date: Julia Gates 8/7/2019

Deputy County Administrator Signature/Date: C. J. Dauterbaum 8/23/19



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 (AP 5-1 Procedure).

Requesting department or entity:	Sheriff's Department	Date: 8/2/19
Contact information:	Name: Teresa Wilson	Telephone: (520) 351-6240
Funding opportunity title:	n/a	
Link to opportunity:	n/a	
Funding agency:	US Department of Justice, Drug Enforcement Administration	
Amount to be requested:	\$ 18,649.00	
Due date and time:		
What are you going to spend the money on?	<p>Overtime Reimbursement of fringe benefits is prohibited.</p> <p>One deputy will be detailed to the DEA Tucson Tactical Diversion Task Force to assist in task force activities and investigations.</p> <p>Indirect costs are not allowable; see #7 of the attached Agreement.</p>	
What will be the benefit to Pima County?	<p>The DEA Tucson Tactical Diversion Task Force investigates, disrupts, and/or dismantles individuals and/or organizations that traffic in controlled substance pharmaceuticals and/or listed chemicals. This illegal activity has a substantial and detrimental effect on the health and general welfare of citizens.</p> <p>Public safety, reduction of trafficking activities, and disrupting diversion schemes (i.e., doctor shopping, prescription forgery) of controlled pharmaceuticals.</p>	
Indirect costs – check one:	<div style="display: flex; align-items: flex-start;"> <div style="margin-right: 10px;"> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> </div> <div> I will be requesting indirect costs. Indirect-cost rate to be requested: _____ % I have attached a request for waiver of indirect costs (GMI Intranet) I need help understanding indirect costs Indirect costs are not allowable </div> </div>	
By: <u>Y. Z. H. 4442</u> Date: <u>8/2/2019</u> <div style="text-align: center;">Department Director or Designee</div>		

GRANT COST/BENEFIT ANALYSIS**To be completed by GMI staff**

CFDA No.	
Competitive Criteria:	
Other Factors:	Officer assigned for a period of not less than two years & under direct supervision & control of DEA Special Agent of Task Force-adhere to DEA policies/procedures-otherwise grounds for dismissal. Officer will be deputized as a Task Force Officer-pursuant to 21 U.S.C. 878 (attached)
Number of Awards:	unknown Total amount to be awarded: \$ 18,649.00
Match Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If required what is the amount/percent: _____
Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):	Term Oct 1, 2019-Sept 30, 2020. Can be terminated by either party w/30 days advance written notice. PCSD to establish salary/benefits/overtime of assigned officer & makes all payments. DEA, subject to fund availability, will reimburse for overtime to assigned officer up to 25% of salary of GS-12 Step 1 (currently \$18,649) per officer. PCSD to comply with Title VI of Civil Rights Act of 1964 & Section 504 of Rehabilitation Act of 1973, Amended Age Discrimination Act of 1975; all requirements/regs of USDOJ & 28 CFR Part 42 Subparts C,F,G,H,I.
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:	<u>not allowed</u> If Indirect is not allowed, attach documentation.
List any other proposal or funder specific requirements:	Indirect costs are not allowed per # 7 in attached agreement. PCSD to maintain complete/accurate records of obligations/expenditures according to GAAP & instructions by DEA to facilitate on-site inspection & auditing. All records, receipts & the like to be held until all examinations/audits complete or for 3 yrs after termination of agreement, whichever comes first. Outstanding Obligations must be received by DEA within 90 days of termination date. DEA only pays for obligations incurred during term of agreement.
GMI notes & recommendations: Completed by RL. See no reason not to approve.	
By:  Date: <u>8/21/19</u>	
GMI Director	
County Administrator Approval Request	
Approved: <u>/</u> 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: <u>8/21/19</u>	
County Administrator or Designee	

**TACTICAL DIVERSION TASK FORCE AGREEMENT
BETWEEN
DRUG ENFORCEMENT ADMINISTRATION
AND
PIMA COUNTY SHERIFF'S DEPARTMENT
ORI# AZ0100000**

This agreement is made this 1st day of October, 2019, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the Pima County Sheriff's Department (hereinafter "PCSD"). The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in controlled substance pharmaceuticals and/or listed chemicals exists in the State of Arizona and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of the State of Arizona, the parties hereto agree to the following:

1. The DEA Tucson Tactical Diversion Task Force will perform the activities and duties described below:
 - a. Investigate, disrupt and dismantle individuals and/or organizations involved in diversion schemes (e.g., "doctor shopping," prescription forgery, and prevalent retail-level violators) of controlled pharmaceuticals and/or listed chemicals in the State of Arizona;
 - b. Investigate, gather and report intelligence data relating to trafficking of controlled pharmaceuticals and/or listed chemicals; and
 - c. Conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Arizona.
2. To accomplish the objectives of the DEA Tucson Tactical Diversion Task Force, the PCSD agrees to detail one (1) experienced officer to the DEA Tucson Tactical Diversion Task Force for a period of not less than two years. During this period of assignment, the PCSD Officer will be under the direct supervision and control of a DEA supervisory Special Agent assigned to the Task Force.
3. The PCSD Officer assigned to the Task Force shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force.
4. The PCSD Officer assigned to the Task Force shall be deputized as a Task Force Officer of DEA pursuant to 21 U.S.C. 878.


5. To accomplish the objectives of the DEA Tucson Tactical Diversion Task Force, DEA will assign five (5) Special Agents and one (1) Diversion Investigator to the Task Force. DEA will also, subject to the availability of annual Diversion Control Fee Account (DCFA) funds or any continuing resolution thereof, provide necessary funds, vehicles, and equipment to support the activities of the DEA Special Agents and PCSD Officer assigned to the Task Force. This support will include: vehicles, office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items, as available DCFA funds permit. Task Force Officers must record their work hours via DEA's activity reporting system.
6. During the period of assignment to the DEA Tucson Tactical Diversion Task Force, the PCSD will be responsible for establishing the salary and benefits, including overtime, of the officer assigned to the Task Force, and for making all payments due them. DEA will, subject to availability of funds, reimburse the agency/department for overtime payments made by it to PCSD Officer assigned to the DEA Tucson Tactical Diversion Task Force for overtime, up to a sum equivalent to 25 percent of the salary of a GS-12, Step 1, law enforcement officer general schedule locality pay tables, rest of the United States table (currently \$18,649), per officer. ***"Note: Task Force Officer's Overtime shall not include any costs for benefits, such as retirement, FICA, and other expenses."***
7. In no event will the PCSD charge any indirect cost rate to DEA for the administration or implementation of this agreement.
8. The PCSD shall maintain on a current basis complete and accurate records and accounts of all obligations and expenditures of funds under this agreement in accordance with generally accepted accounting principles and instructions provided by DEA to facilitate on-site inspection and auditing of such records and accounts.
9. The PCSD shall permit and have readily available for examination and auditing by DEA, the United States Department of Justice, the Comptroller General of the United States, and any of their duly authorized agents and representatives, any and all records, documents, accounts, invoices, receipts or expenditures relating to this agreement. The PCSD shall maintain all such reports and records until all litigation, claim, audits and examinations are completed and resolved, or for a period of three (3) years after termination of this agreement, whichever is sooner.
10. The PCSD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.
11. The PCSD agrees that an authorized officer or employee will execute and return to DEA the attached OJP Form 4061/6, Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. The PCSD acknowledges that this agreement will not take effect and no Federal funds will be awarded to the PCSD by DEA until the completed certification is received.

12. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, the PCSD shall clearly state: (1) the percentage of the total cost of the program or project which will be financed with Federal money and (2) the dollar amount of Federal funds for the project or program.
13. The term of this agreement shall be effective from the date in paragraph number one (1) until September 30, 2020. This agreement may be terminated by either party on thirty days' advance written notice. Billings for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by PCSD during the term of this agreement.

For the Drug Enforcement Administration:

Date: _____
Douglas W. Coleman
Special Agent in Charge

For the Pima County Sheriff's Department:

 _____
Date: 8.5.19
Mark D. Napier
Pima County Sheriff

Attachment

PIMA COUNTY

Chairman, Board of Supervisors

Date

Clerk of the Board

Date

APPROVED AS TO FORM



Deputy County Attorney



Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Department and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS
(DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510-

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEES OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The dangers of drugs abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted-

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site (s) for the performance of work done in connection with the specific grant.

Place of Performance (Street address, city, country, state, zip code)

DEA Arizona Offices

Check ☐ if there are workplace on file that are not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in connection with any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Pima County Sheriff's Department
1750 E. Benson Highway
Tucson, AZ 85714

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

4. Typed Name and Title of Authorized Representative

Mark D. Napier, Sheriff

5. Signature



6. Date

8/5/19