

FORSYTH COUNTY

BOARD OF COMMISSIONERS

MEETING DATE: November 14, 2016

AGENDA ITEM NUMBER: 7-A&B

SUBJECT:

- A. RESOLUTION AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS TO RECEIVE GRANT FUNDS FROM THE U.S. ENVIRONMENTAL PROTECTION AGENCY FOR SUPPLEMENTAL FUNDING TO THE FORSYTH COUNTY OFFICE OF ENVIRONMENTAL ASSISTANCE AND PROTECTION THROUGH THE 2016 CLEAN AIR ACT GRANT PROGRAM**
- B. AMENDMENT TO THE FY 2016-2017 BUDGET ORDINANCE TO APPROPRIATE ADDITIONAL GRANT FUNDS FROM THE U.S. ENVIRONMENTAL PROTECTION AGENCY TO THE FORSYTH COUNTY OFFICE OF ENVIRONMENTAL ASSISTANCE AND PROTECTION FOR SUPPLEMENTAL FUNDING THROUGH THE 2016 CLEAN AIR ACT GRANT PROGRAM**

(FORSYTH COUNTY OFFICE OF ENVIRONMENTAL ASSISTANCE AND PROTECTION)

COUNTY MANAGER'S RECOMMENDATION OR COMMENTS: Recommend Approval

SUMMARY OF INFORMATION:

On March 14, 2016, the Forsyth County Board of Commissioners authorized the Forsyth County Office of Environmental Assistance and Protection to apply for grant funds in the amount of \$54,000 from the U.S. Environmental Protection Agency (EPA) under Section 105 of the Clean Air Act in EPA Region 4.

On August 25th, 2016, the Forsyth County Office of Environmental Assistance and Protection was awarded \$53,000 in supplemental grant funding to purchase five new pieces of technical equipment to replace outdated and aging equipment which has become difficult and expensive to maintain and operate in our local air quality monitoring program. The five pieces of equipment needed are a new Zero Air Supply, two Alicat calibrated air flow devices, a Vaisala Weather Transmitter and a Met One Beta Attenuation Monitor/Sampler for Particulate Matter pollution (PM_{2.5}/PM₁₀).

There is no additional local match required for this supplemental grant funding.

ATTACHMENTS: YES NO

SIGNATURE: _____

J. Rudey Clatto, Jr.
COUNTY MANAGER

DATE: November 9, 2016

RESOLUTION AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS TO RECEIVE GRANT FUNDS FROM THE U.S. ENVIRONMENTAL PROTECTION AGENCY FOR SUPPLEMENTAL FUNDING TO THE FORSYTH COUNTY OFFICE OF ENVIRONMENTAL ASSISTANCE AND PROTECTION THROUGH THE 2016 CLEAN AIR ACT GRANT PROGRAM (FORSYTH COUNTY OFFICE OF ENVIRONMENTAL ASSISTANCE AND PROTECTION)

BE IT RESOLVED by the Forsyth County Board of Commissioners that the Chairman or County Manager and the Clerk to the Board are hereby authorized to execute, on behalf of Forsyth County and its Office of Environmental Assistance and Protection, necessary documents to receive a 2016 Clean Air Act supplemental grant in the amount of \$53,000 from the U.S. Environmental Protection Agency, subject to a pre-audit certificate thereon, by the County Chief Financial Officer, where applicable, and approval as to form and legality by the County Attorney.

Adopted this 14th day of November 2016.

**FORSYTH COUNTY, NORTH CAROLINA
AMENDMENT TO
FY 2016-2017 BUDGET ORDINANCE**

FROM: BUDGET & MANAGEMENT

MEETING DATE: October 24, 2016

EXPLANATION:

On March 14, 2016, the Forsyth County Board of Commissioners authorized the Forsyth County Office of Environmental Assistance and Protection to apply for grant funds in the amount of \$54,000 from the U.S. Environmental Protection Agency (EPA) under Section 105 of the Clean Air Act in EPA Region 4.

On August 25th, 2016, the Forsyth County Office of Environmental Assistance and Protection was awarded \$53,000 in supplemental grant funding to purchase five new pieces of technical equipment to replace outdated and aging equipment which has become difficult and expensive to maintain and operate in our local air quality monitoring program. The five pieces of equipment needed are a new Zero Air Supply, two Alicat calibrated air flow devices, a Vaisala Weather Transmitter and a Met One Beta Attenuation Monitor/Sampler for Particulate Matter pollution (PM_{2.5}/PM₁₀).

There is no additional local match required for this supplemental grant funding.

The purpose of this Budget Ordinance Amendment is to appropriate the additional funds, in the amount of \$53,000.00 into the FY 2017 operating budget of the Forsyth County Office of Environmental Assistance and Protection.

BE IT ORDAINED BY THE FORSYTH COUNTY BOARD OF COMMISSIONERS THAT THE 2016-2017 BUDGET ORDINANCE IS HEREBY AMENDED AS FOLLOWS:

INCREASE:	<u>SECTION 1. REVENUES</u> GENERAL FUND INTERGOVERNMENTAL	\$53,000
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INCREASE:	<u>SECTION 2. APPROPRIATIONS</u> GENERAL FUND ENVIRONMENTAL ASSISTANCE & PROTECTION	\$53,000
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NATURE OF TRANSACTION:
 Additional Revenue Available
 Transfer within Accounts of
Same fund
 Other:

APPROVED BY BOARD OF COUNTY
COMMISSIONERS AND ENTERED ON
MINUTES DATED _____
AGENDA ITEM NUMBER _____

	U.S. ENVIRONMENTAL PROTECTION AGENCY Assistance Amendment		GRANT NUMBER (FAIN): 00406715	DATE OF AWARD
			MODIFICATION NUMBER: 4	08/25/2016
	PROGRAM CODE: A	MAILING DATE	09/01/2016	
	TYPE OF ACTION Augmentation: Increase	PAYMENT METHOD: ASAP	ACH# 40188	
RECIPIENT TYPE: County	Send Payment Request to: Las Vegas Finance Center			
RECIPIENT:	PAYEE:			
Forsyth County Office of Environmental Assistance and Protection, 201 N. Chestnut Street Winston-Salem, NC 27101-1362 EIN: 56-6000450	Forsyth County Office of Environmental Assistance and Protection, 537 North Spruce Street Winston-Salem, NC 27101-1362			
PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST		
Bob Ragland 201 N. Chestnut Street Winston-Salem, NC 27101-1362 E-Mail: raglanre@forsyth.cc Phone: 336-703-2440	Miya Smith 61 Forsyth Street Atlanta, GA 30303-8960 E-Mail: smith.miya@epa.gov Phone: 404-562-9091	Sherry Miles Grants and Audit Management Section E-Mail: miles.sherry@epa.gov Phone: 404-562-8396		
PROJECT TITLE AND EXPLANATION OF CHANGES				
Air Pollution Control Program Support				
<p>This action approves additional funding in the amount of \$254,613 to Forsyth County's ongoing program to protect air quality so that it achieves established ambient air standards and protects human health. The program includes ambient air monitoring and various other activities to reduce or control air pollutants such as ozone, particulate matter, regional haze, sulfur dioxide, carbon monoxide, and mercury and approves a time extension of the budget and project period end date from 9/30/2016 to 9/30/2017.</p>				
BUDGET PERIOD 10/01/2014 - 09/30/2017	PROJECT PERIOD 10/01/2014 - 09/30/2017	TOTAL BUDGET PERIOD COST \$4,702,140.00	TOTAL PROJECT PERIOD COST \$4,702,140.00	
NOTICE OF AWARD				
<p>Based on your Application dated 05/31/2016 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$254,613. EPA agrees to cost-share 24.42% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$785,866. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.</p>				
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE		
ORGANIZATION / ADDRESS		ORGANIZATION / ADDRESS		
61 Forsyth Street Atlanta, GA 30303-8960		U.S. EPA, Region 4 Air, Pesticides and Toxics Management Division 61 Forsyth Street Atlanta, GA 30303-8960		
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY				
Digital signature applied by EPA Award Official Keva R. Lloyd - Grants Management Officer				DATE 08/25/2016

EPA Funding Information

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FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 531,253	\$ 254,613	\$ 785,866
EPA In-Kind Amount	\$ 0	\$	\$ 0
Unexpended Prior Year Balance	\$ 0	\$	\$ 0
Other Federal Funds	\$ 0	\$	\$ 0
Recipient Contribution	\$ 2,327,189	\$ 1,226,529	\$ 3,553,718
State Contribution	\$ 0	\$	\$ 0
Local Contribution	\$ 0	\$	\$ 0
Other Contribution	\$ 0	\$	\$ 0
Allowable Project Cost	\$ 2,858,442	\$ 1,481,142	\$ 4,339,584

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.001 - Air Pollution Control Program Support	Clean Air Act: Sec. 105	2 CFR 200 2 CFR 1500 40 CFR 33 and 40 CFR 35 Subpart A

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	1604VW6114	16	E1	04V6	102A04	4112			254,613
									254,613

Budget Summary Page: Forsyth County A-00406715-4 Supplemental Action

Table A - Object Class Category (Non-construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$2,767,484
2. Fringe Benefits	\$967,999
3. Travel	\$39,329
4. Equipment	\$151,300
5. Supplies	\$63,538
6. Contractual	\$0
7. Construction	\$0
8. Other	\$213,425
9. Total Direct Charges	\$4,203,075
10. Indirect Costs: 20.20% Base personnel	\$499,065
11. Total (Share: Recipient 75.58 % Federal 24.42 %.)	\$4,702,140
12. Total Approved Assistance Amount	\$1,148,423
13. Program Income	\$197,000
14. Total EPA Amount Awarded This Action	\$254,613
15. Total EPA Amount Awarded To Date	\$785,866

Administrative Conditions

The following condition has been revised:

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: <https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-march-29-2016-or-later>

These terms and conditions are in addition to the assurances and certifications made as part of the award and the terms, conditions or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <http://www.epa.gov/ogd/tc.htm>.

1. UTILIZATION OF SMALL, MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MBE/WBE)

GENERAL COMPLIANCE, 40 CFR, Part 33

The recipient agrees to comply with the requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.

MBE/WBE REPORTING, 40 CFR, Part 33, Subpart E

MBE/WBE reporting is required in annual reports. Reporting is required for assistance agreements where there are funds budgeted for procuring construction, equipment, services and supplies, including funds budgeted for direct procurement by the recipient or procurement under subawards or loans in the "Other" category that exceed the threshold amount of \$150,000, including amendments and/or modifications.

Based on EPA's review of the planned budget, this award meets the conditions above and is subject to the Disadvantaged Business Enterprise (DBE) Program reporting requirements. However, if recipient believes this award does not meet these conditions, it must provide the DBE Coordinator with a justification and budget detail within 21 days of the award date clearly demonstrating that, based on the planned budget, this award is not subject to the DBE reporting requirements.

The recipient agrees to complete and submit a "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" report (EPA Form 5700-52A) on an annual basis. All procurement actions are reportable, not just that portion which exceeds \$150,000.

When completing the annual report, recipients are instructed to check the box titled "annual" in section 1B of the form. For the final report, recipients are instructed to check the box indicated for the "last report" of the project in section 1B of the form. Annual reports are due by October 30th of each year. Final reports are due by October 30th or 90 days after the end of the project period, whichever comes first.

The reporting requirement is based on total procurements. Recipients with expended and/or budgeted funds for procurement are required to report annually whether the planned procurements take place during the reporting period or not. If no budgeted procurements take place during the reporting period, the recipient should check the box in section 5B when completing the form.

MBE/WBE reports should be sent to the Disadvantaged Business Enterprise (DBE) coordinator and Grants Specialist (optional):

R4epagrantsmbewbereprting@epa.gov
sherry miles (miles.sherry@epa.gov) optional

The current EPA Form 5700-52A can be found at the EPA Office of Small Business Program's Home Page at http://www.epa.gov/osbp/dbe_reporting.htm

This provision represents an approved deviation from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502; however, the other requirements outlined in 40 CFR Part 33 remain in effect, including the Good Faith Effort requirements as described in 40 CFR Part 33 Subpart C, and Fair Share Objectives negotiation as described in 40 CFR Part 33 Subpart D and explained below.

FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D

A recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE participation in procurement under the financial assistance agreements.

In accordance with 40 CFR, Section 33.411 some recipients may be exempt from the fair share objectives requirements as

described in 40 CFR, Part 33, Subpart D. Recipients should work with their DBE coordinator, if they think their organization may qualify for an exemption.

Accepting the Fair Share Objectives/Goals of Another Recipient

The dollar amount of this assistance agreement, or the total dollar amount of all of the recipient's financial assistance agreements in the current federal fiscal year from EPA is \$250,000, or more. The recipient accepts the applicable MBE/WBE fair share objectives/goals negotiated with EPA by the STATE OF NORTH CAROLINA as follows:

MBE: CONSTRUCTION;; SUPPLIES; SERVICES; EQUIPMENT: 10.9%
WBE: CONSTRUCTION; SUPPLIES ; SERVICES %; EQUIPMENT: 10.4%

By signing this financial assistance agreement, the recipient is accepting the fair share objectives/goals stated above and attests to the fact that it is purchasing the same or similar construction, supplies, services and equipment, in the same or similar relevant geographic buying market as THE STATE OF NORTH CAROLINA.

Negotiating Fair Share Objectives/Goals, 40 CFR, Section 33.404

The recipient has the option to negotiate its own MBE/WBE fair share objectives/goals. If the recipient wishes to negotiate its own MBE/WBE fair share objectives/goals, the recipient agrees to submit proposed MBE/WBE objectives/goals based on an availability analysis, or disparity study, of qualified MBEs and WBEs in their relevant geographic buying market for construction, services, supplies and equipment.

The submission of proposed fair share goals with the supporting analysis or disparity study means that the recipient is **not** accepting the fair share objectives/goals of another recipient. The recipient agrees to submit proposed fair share objectives/goals, together with the supporting availability analysis or disparity study, to the Regional MBE/WBE Coordinator within 120 days of its acceptance of the financial assistance award. EPA will respond to the proposed fair share objective/goals within 30 days of receiving the submission. If proposed fair share objective/goals are not received within the 120 day time frame, the recipient may not expend its EPA funds for procurements until the proposed fair share objective/goals are submitted.

SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C

Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- (a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
- (b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- (c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- (d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- (e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- (f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302

The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)

Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

2. ANNUAL FFR (INTERIM) PURSUANT to 2 CFR 200.327

Pursuant to 2 CFR 200.327, EPA recipients shall submit an interim annual Federal Financial Report (FFR, SF-425) to EPA no later than 90 calendar days following the anniversary of the award date. The form is available on the internet at: <http://www2.epa.gov/financial/forms>.

The following reporting period end dates shall be used for interim annual reports: 3/31, 6/30, 9/30, or 12/31.

At the end of the project, the recipient must submit a final FFR to EPA no later than 90 calendar days after the end of the project period. The form is available on the internet at: <http://www2.epa.gov/financial/forms>. All FFRs must be submitted to the Las Vegas Finance Center (LVFC) via email LVFC-grants@epa.gov.

All Other Administrative Conditions Remain the Same

Programmatic Conditions

All Programmatic Conditions Remain the Same