



FRANK WHITE, JR.  
Jackson County Executive

**EXECUTIVE ORDER NO. 18-18**

**TO: MEMBERS OF THE LEGISLATURE  
CLERK OF THE LEGISLATURE**

**FROM: FRANK WHITE, JR.  
JACKSON COUNTY EXECUTIVE**

**DATE: JULY 12, 2018**

**RE: APPOINTMENT TO TRUMAN MEDICAL CENTER BOARD OF  
DIRECTORS**

**RECEIVED**

JUL 12 2018

MARY JO SPINO  
COUNTY CLERK

*JWR  
11:00am*

I hereby make the following appointment to the Truman Medical Center Board of Directors:

**LaTosha Eligon** is appointed to fill the vacancy occasioned by the resignation of Marc de Rome, for a new term to expire June 28, 2019. A copy of Ms. Eligon's resume is attached.

  
\_\_\_\_\_  
Frank White, Jr., County Executive

Date: \_\_\_\_\_

*7/12/2018*



# LaTosha Eligon

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3668 Jefferson Street • Kansas City, MO 64111 • (618) 593-7951 • latosha.eligon@gmail.com

**Summary:** Clinical research professional with over 10 years experience in the development, execution and management of all operational aspects of clinical study conduct. I have expertise in patient safety, risk assessment, and leveraging technology to increase data quality.

## Professional Experience

### **Cardinal Health, Overland Park, Kansas**

*Director, Clinical Research*

Jan. 2013-Present

- Manage clinical trials, including timelines, vendors, budgets, contracts, safety, trial design, site management, communication plans, risk management/key risk indicators, and data reviews
- Responsible for CRO oversight
- Establish product development plans, including scientific and regulatory strategies
- Develop project budgets and participate in bid-defenses
- Conduct clinical quality assurance audits
- Manage clinical research associates in the performance of study site management
- Participate in the development of clinical study protocols
- Perform technical review, evaluation and updating of investigator's brochures, clinical study reports, and clinical trial agreements
- Member of the Medical Affairs Review Board and Pharmacovigilance team
- Conduct due diligence assessments (key safety and efficacy variables, data accuracy/integrity, data authentication, gap analysis)
- Review and evaluate clinical datasets for conformance to CDISC standards for submission to regulatory authorities

### **Cardiovascular Research Foundation, New York, NY**

*Project Manager*

Oct. 2010-June 2012

- Responsible for project success through matrix management of all project components including device/drug safety, core labs, data management, statistics, regulatory, quality assurance, and financial management
- Organize, communicate, implement and evaluate team objectives, and serve as primary contact for sponsors and vendors
- Work with finance and department heads to develop study budgets and statements of work, prepare project forecasts, and decide project resource allocation
- Prepare project documents, including project charter and provide overall direction for the project team
- Confirm project is being executed within scope and ensure timelines, deliverables, and client expectations are being met. Initiate change order requests, as needed
- Coordinate review of clinical and core lab data by leading data quality review meetings that assure the following tasks are completed: trial project data cleaning, clinical events committee (CEC) review, DSMB review, reporting of trial results and regulatory reporting

*Senior Clinical Research Associate*

June 2007-Oct. 2010

- Monitor interventional cardiology clinical studies and coordinate clinical activities to ensure compliance with protocol and overall clinical objectives
- Maintain regular contact with sites, assess patient accrual rates, and respond to sponsor requests
- Author case report forms, informed consent forms, manuals of operations, study management documents, standard operating procedures (SOPs), and work instructions
- Track and report AE/SAEs, protocol deviations and patient status/enrollment

- Develop edit check and interactive voice response (IVR) specifications for electronic data capture (EDC) systems
- Retrieve and analyze source documents and provide to the CEC for event adjudication
- Coordinate with safety team for the adjudication of major adverse cardiac events and/or endpoint events that require CEC adjudication, and notify data safety monitoring committee (DSMC) members of these events as required by the DSMC charter
- Collect and verify essential regulatory documents and maintain Clinical Trial Master Files
- Audit regulatory files to ensure that they are FDA compliant and ready for Bioresearch Monitoring (BIMO)
- Generate, review, and resolve queries as part of data cleaning efforts
- Perform quality control of tables and listings, and assist in preparation of clinical study reports
- Perform database reconciliation to ensure validity of data prior to database lock
- Train junior CRAs in monitoring, internal procedures, and query resolution

**Washington University School of Medicine, St. Louis, MO**

Dec. 2005-Feb. 2007

*Clinical Research Associate/Data Manager-Oncology*

- Collect, verify, and maintain detailed data on Bone Marrow Transplant (BMT) patients, as well as review and update data on BMT recipients backlogged to 1989
- Develop forms and questionnaires for collection of data
- Resolve queries from the International Bone Marrow Transplant Registry
- Analyze data trends and provide reports to investigators
- Maintain source documents and patient files in accordance with GCPs and SOPs

### **Memberships**

**Operation Breakthrough, Kansas City, MO**

2015-Present

Leadership Council Member/Chairwoman of the Center Engagement Initiative: Duties include fundraising, developing activities and programs that get council members and the community engaged with the organization, spearheading the digital (remote) tutoring program.

**Harlem Educational Activities Fund (HEAF), New York, NY**

2012

Event Fundraising Committee

### **Education**

**Northwestern University, Evanston, IL**

B.A., Psychology (Premed)-June 2004



FRANK WHITE, JR.  
Jackson County Executive

EXECUTIVE ORDER NO. 18-19

RECEIVED

JUL 12 2018

1:10 pm

MARY JO SPINO  
COUNTY CLERK

*MJS*

TO: MEMBERS OF THE LEGISLATURE  
CLERK OF THE LEGISLATURE

FROM: FRANK WHITE, JR.  
JACKSON COUNTY EXECUTIVE

DATE: JULY 12, 2018

RE: APPOINTMENT TO THE KANSAS CITY, MISSOURI TAX INCREMENT  
FINANCING COMMISSION

I hereby make the following appointment to the Kansas City, Missouri Tax Increment Financing Commission, pursuant to section 99.820 of the Revised Statutes of Missouri:

**James Allen Terrance, Jr., M.Div.**

A copy of Mr. Terrance's resume is attached.

  
\_\_\_\_\_  
Frank White, Jr., County Executive

Date: \_\_\_\_\_

7/12/2018

# JAMES ALLEN TERRANCE, JR., M.Div.

3530 Chelsea Drive ♦ Kansas City, MO 64128 ♦ pastort@fbckcmo.org ♦ 816-550-7673

## Senior Pastor ♦ Community Leader & Builder ♦ Diversity & Inclusion Strategist

Strategic and compassionate senior pastor and community leader with a proven mission to empower people in cultivating their God-given talents by developing and building a personal relationship with Jesus Christ. Maintains and promotes a clear vision of “Fulfilling the Great Commission by sharing the love of God in Christ Jesus with every person through Evangelism, Discipleship, Fellowship, Ministry and Worship. Truly concerned about the institution of the church and the community at large, and promotes goodwill through community partnerships, leadership and advocacy reaching far beyond the church. Strong leadership and mentoring skills with ability to oversee successful operations, manage budgets and spearhead strategic and long range operational planning. Dedicated pastor with strong passion for serving God, the church and the community at large in support of building a better community. Fosters inclusion for marginalized people from all backgrounds and circumstances. Committed to helping individuals find worth, meaning and value in their own lives by promoting the message of unity and love for all. Solid presenter and keynote speaker who has authored articles in the Kansas City Globe. Highly devoted to multi-culturalism, diversity and inclusion, as demonstrated through outreach ministry and global mission to locations including Haiti, Southeast Asia and the United States.

### SKILLS & CORE COMPETENCIES

- ❖ Pastoral Leadership & Guidance
- ❖ Strategic & Organizational Planning
- ❖ Long Range Planning
- ❖ Board Relations & Fundraising
- ❖ Budgets Management & Cost Controls
- ❖ Profit & Loss (P/L)
- ❖ Succession Planning
- ❖ Partnership Development
- ❖ Team Leadership & Coaching
- ❖ Public Speaking & Keynotes
- ❖ Community Organizing & Advocacy
- ❖ Media & Public Relations
- ❖ Multi-Culturalism, Diversity & Inclusion
- ❖ Counseling & Mentoring
- ❖ Risk Management & Mitigation
- ❖ Conflict Resolution & Crisis Management
- ❖ Performance Management
- ❖ Resource Planning & Allocation

### PROFESSIONAL EXPERIENCE

#### SENIOR PASTOR | TEACHER | Friendship Baptist Church, Kansas City, MO 2003 – Present

- Provide pastoral and administrative leadership to a progressive urban-core congregation by empowering the people of God to cultivate their God-given talents, while developing and building a personal relationship with Jesus Christ.
- Prepare and deliver sermons at weekly church services, and collaborate with pastors to identify appropriate discipleship curriculum for church body.
- Lead the ministry according the vision given by God with the key message of “Our church will fulfill the Great Commission by sharing the love of God in Christ with every person through evangelism, discipleship, fellowship, ministry and worship.”
- Successfully retired the Church’s mortgage in 2004, reducing cost and overhead while building a sense of ownership for the congregation through strong fiduciary policy implementation and leadership.
- Partner with the Church Board in developing a strategy to fulfill the church’s mission and vision, join forces with church leaders to develop annual church goals, and work with church staff to develop annual operational budget.
- Meet with pastoral staff to ensure uniformity in responding to the spirituals needs of members, employees and volunteers.
- Share the church’s vision with members, volunteers and employees, and represents the church to promote goodwill at community and outreach events.
- Oversee the performance of the executive pastor and business administrator, and coach and mentor the leadership and pastoral staff.
- Develop and promote an open, compassionate and welcoming congregation which has led to a congregation membership increase of 1100+ souls since March 2003.

- Implement, model and drive leadership accountability and administrative staff development, leading to enhanced Christian Education ministries.
- Strategically developed and implemented a master plan for facility and grounds to improve membership experience and support various activities.
- Oversee development of various spiritually filling programs and initiatives for congregation members to foster improvement for individuals, families and the community at large; programs include Manna for Men and “TNT” (Tuesday Night Teaching) Bible Studies and various other new programs and ministries including Annual Men and Women Seminars, Ladies of Distinction, Boys to Men, Hope Ministry with Food Pantry, Sunday School Electives, Back to School Blast, New Church Web Site, Media Center/Broadcast Ministry, and Divorce Care Ministry during Pastor’s tenure.

**SENIOR PASTOR | Antioch Missionary Baptist Church, Brusly, LA** 1995 – 2003  
**SENIOR PASTOR | Saint Alma Baptist Church, Lakeland, LA** 1994 – 1995  
**SENIOR PASTOR | Mount Bethel Baptist Church, Alsen, LA** 1992 – 1994

**OTHER EXPERIENCE & LEADERSHIP**

**PASTOR | LEADER | EDUCATOR | COMMUNITY STEWARD, Louisiana & Kansas City** 1992 – Present

- Radio Ministry Host - WXOK Heaven 1460, Brusly, LA
- New Sunlight Christian Education Institute
- Elm Grove Stewardship Institute
- Shiloh Fall Education Institute
- New Hope Baptist Church Christian Leadership School
- Second Baptist Christian Leadership School
- Greater Mount Carmel Christian Leadership School
- Shiloh Baptist Church Men’s Conference
- Dean: Fourth District Congress of Christian Education - Baton, Rouge, LA
- Instructor: Louisiana Baptist State Congress of Christian Education
- Louisiana state Baptist Youth Encampment
- Instructor: National Baptist Convention, USA Congress of Christian Education
- Instructor: Missionary Baptist State Congress of Christian Education
- President: New Era District Association Congress of Christian Education

**KEYNOTE ADDRESSES & GUEST PREACHING ROLES**

- Annual Meeting of the Louisiana State Baptist Convention
- May Board Meeting of the Louisiana State Baptist Convention
- Opening Ceremony for the Louisiana Baptist Youth Encampment
- New Hope Baptist Church - Oakland, CA
- Southern Christian Leadership Conference (SCLC) Martin Luther King Jr., Mass Celebration
- First Baptist Church of Chesterfield – Chesterfield, MO
- First Baptist Church – Kansas City, KS
- Limbe Baptist Church – Cap Haitien, Haiti
- Preach at revivals and lead conferences at a number of local churches in the continental USA and overseas
- Urban League of Greater Kansas City

**EDUCATION**

Master of Divinity (with Honors) – Central Baptist Theological Seminary, Shawnee, KS 2009  
 Bachelor of Science, Liberal Studies (Social Work) – Southern University, Baton Rouge, LA 1993

**AWARDS & RECOGNITION**

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C. R. McBride – Katherine Willard Eddy Award for Excellence in Ministry – Central Baptist Theological Seminary	05/2009
Philip Wendell Crannell Award for Excellence in Preaching – Central Baptist Theological Seminary	05/2009
100 Most Influential African Americans in Greater Kansas City	2008 – 2009
License to Preach the Gospel	12/1990
Ordained Preacher to the Work of the Gospel Ministry	07/1992

**SPECIAL TRAINING & PROFESSIONAL DEVELOPMENT**

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- Urban League of Greater Kansas City Multi Cultural Leadership Development Institute
- Dean of Standards Leadership Training School – Christian Education Department of the Sunday School Publishing Board, National Baptist Convention, USA

**ORGANIZATIONAL MEMBERSHIPS & AFFILIATIONS**

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- Southern Christian Leadership Conference (SCLC)
- Baptist Minister’s Union of Kansas City, Missouri
- Concerned Clergy Collation
- National Association for the Advancement of Colored People (NAACP)
- Urban League of Greater Kansas City
- New Era District Association
- Missouri Baptist State Convention of Missouri
- National Baptist Convention, USA

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** transferring \$75,585.00 within the 2018 General Fund and appropriating \$601,591.00 from the undesignated fund balance of the 2018 Anti-Drug Sales Tax Fund in acceptance of the 2018 JAG Grant awarded to the Prosecuting Attorney's Office.

**ORDINANCE NO. 5115**, July 16, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the U.S. Department of Justice, Office of Justice Programs, has awarded to the Prosecuting Attorney's Office a Justice Assistance (JAG) grant in the amount of \$526,006.00; and,

WHEREAS, the County's portion of grant proceeds will be used for the partial funding of salary and benefits for two assistant prosecutors, one data/information analyst, and one diversion program manager/assistant prosecutor; and,

WHEREAS, the contractual services portion of the grant proceeds will be distributed among the City of Kansas City, MO, the Kansas City Metropolitan Crime Commission, LISC, the Kansas City No Violence Alliance, and the City of Independence; and,

WHEREAS, the JAG grant is subject to a local match in the amount of \$75,584.96; and,

WHEREAS, an appropriation and transfer are necessary in order to place the grant and matching funds in the proper spending accounts; now therefore,



BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following transfer within and appropriation from the undesignated fund balance of the 2018 Anti-Drug Sales Tax Fund be and hereby are made:

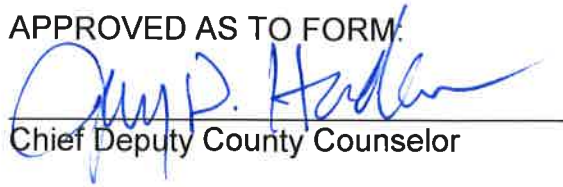
<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
001-4101 Prosecutor	56798- Grant Match	\$75,585	
001-9100- Operating Transfers	56105- Operating Transfers Out		\$75,585
Grant Fund			
010-4121-2017 JAG	47070- Operating Transfers In	\$75,585	
010-4121-2017 JAG	45914- Increase Revenue	\$526,006	
010-2810	Undesignated Fund Balance		\$601,591
010-2810	Undesignated Fund Balance	\$601,591	
010-4121-2017 JAG	55010- Regular Salary		\$219,594
010-4121-2017 JAG	55040- FICA		\$ 15,166
010-4121-2017 JAG	55050- Pension		\$ 32,750
010-4121-2017 JAG	55060- Insurance		\$ 39,518
010-4121-2017 JAG	56790- Other Contractual		\$294,563

and,

BE IT FURTHER ORDAINED that the County Executive and any and all other County Officials be and hereby are authorized to execute any and all documents necessary to the acceptance of the 2018 JAG grant.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5115 introduced on July 16, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5115.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

Funds sufficient for this transfer and appropriation are available from the sources indicated below.

ACCOUNT NUMBER: 001 4101 56798  
ACCOUNT TITLE: General Fund  
Prosecutor  
Grant Match  
NOT TO EXCEED: \$75,585.00

ACCOUNT NUMBER: 010 2810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$601,591.00

7/12/18  
Date

  
Chief Administrative Officer

JUL 06 2018

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5115

Sponsor(s): Alfred Jordan

Date: July 16, 2018

<b>SUBJECT</b>	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: <u>Ordinance transferring and appropriating funds for the acceptance of the 2017 JAG Grant awarded to Jackson County by the Department of Justice.</u>
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<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$601,590.96</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$601,590.96</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> </table> <p>Source of funding (name of fund) and account code number;</p> <table style="width: 100%;"> <tr> <td style="width: 60%;"><b>FROM:</b> 010 – Grant Fund; 2810 – Undesignated Fund Balance</td> <td style="width: 40%;"><b>FROM ACCT</b> \$526,006.00</td> </tr> <tr> <td>001 – General Fund; 4101 - Prosecuting Attorney; 56798 – Grant Match</td> <td><b>FROM ACCT</b> \$75,584.96</td> </tr> <tr> <td><b>TO:</b> 010 – Grant Fund; 4121 - 2017 JAG Grant; 55010 – Regular Salary</td> <td><b>TO ACCT</b> \$219,593.80</td> </tr> <tr> <td>010 – Grant Fund; 4121 - 2017 JAG Grant; 55040 – FICA</td> <td>\$15,165.72</td> </tr> <tr> <td>010 – Grant Fund; 4121 - 2017 JAG Grant; 55050 – Pension</td> <td>\$32,750.04</td> </tr> <tr> <td>010 – Grant Fund; 4121 - 2017 JAG Grant; 55060 – Insurance</td> <td>\$39,518.40</td> </tr> <tr> <td>010 – Grant Fund; 4121 - 2017 JAG Grant; 56790 – Other Contractual Services</td> <td>\$294,563.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget): estimated value and use of contract:                  Department: _____ Estimated Use: \$ _____</p> <p>Prior Year Budget (if applicable): _____                  Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$601,590.96	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$601,590.96	Amount budgeted for this item * (including transfers):	\$	<b>FROM:</b> 010 – Grant Fund; 2810 – Undesignated Fund Balance	<b>FROM ACCT</b> \$526,006.00	001 – General Fund; 4101 - Prosecuting Attorney; 56798 – Grant Match	<b>FROM ACCT</b> \$75,584.96	<b>TO:</b> 010 – Grant Fund; 4121 - 2017 JAG Grant; 55010 – Regular Salary	<b>TO ACCT</b> \$219,593.80	010 – Grant Fund; 4121 - 2017 JAG Grant; 55040 – FICA	\$15,165.72	010 – Grant Fund; 4121 - 2017 JAG Grant; 55050 – Pension	\$32,750.04	010 – Grant Fund; 4121 - 2017 JAG Grant; 55060 – Insurance	\$39,518.40	010 – Grant Fund; 4121 - 2017 JAG Grant; 56790 – Other Contractual Services	\$294,563.00
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<b>PRIOR LEGISLATION</b>	Prior ordinances and (date): _____  Prior resolutions and (date): _____
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CONTACT INFORMATION	RLA drafted by (name, title, & phone): Gina Robinson, Chief of Operations 7/2/18											
REQUEST SUMMARY	<p>Requesting an Ordinance accepting the 2017 JAG Grant Awarded to Jackson County by the Department of Justice. The total award amount is \$526,006. The funds will be distributed between the Jackson County Prosecutor's Office (\$231,443), City of Kansas City - Neighborhood and Community Services (\$31,222), Kansas City Metropolitan Crime Commission (\$66,000), LISC (\$50,000) Kansas City No Violence Alliance (\$100,000), and City of Independence (\$47,341). Funding source for the above named government agencies is allocated below as 56790. The Prosecutor's Office will administer the grant.</p> <p>The total award amount allocated to Jackson County (\$231,443) will provide partial funding for two assistant prosecutors, one data/information analyst and one diversion program manager/assistant prosecutor. To complete the projects, the Prosecutor's Office will provide an additional \$75,584.96 to pay for the unfunded portions of encumbants.</p> <p>This grant expires 9/30/20.</p> <p>Please appropriate \$526,006 .00 and transfer \$75,584.96 from 001-4101-56798 into 010-4121.</p> <table border="0"> <tr> <td>55010 salary</td> <td>\$219,593.80</td> </tr> <tr> <td>55040 fica</td> <td>\$15,165.72</td> </tr> <tr> <td>55050 pension</td> <td>\$32,750.04</td> </tr> <tr> <td>55060 insurance</td> <td>\$39,518.40</td> </tr> <tr> <td>56790 oth contractual services</td> <td>\$294,563.00</td> </tr> </table>		55010 salary	\$219,593.80	55040 fica	\$15,165.72	55050 pension	\$32,750.04	55060 insurance	\$39,518.40	56790 oth contractual services	\$294,563.00
55010 salary	\$219,593.80											
55040 fica	\$15,165.72											
55050 pension	\$32,750.04											
55060 insurance	\$39,518.40											
56790 oth contractual services	\$294,563.00											
	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)											
ATTACHMENTS	Award, MOU, Budgets											
REVIEW	Department Director: <i>Chuan Peters Baker</i>	Date: <i>7/3/18</i>										
	Finance (Budget Approval) <i>Paul Matt</i>	Date: <i>7/10/18</i>										
	Division Manager: <i>[Signature]</i>	Date: <i>7/10/18</i>										
	County Counselor's Office: <i>[Signature]</i>	Date: <i>7/10/18</i>										

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
<i>010-2810</i>	<i>Undesign Fund Balance</i>	<i>526,006</i>
<i>001-4101-56798</i>	<i>Gen Fund - Pros - Grant match</i>	<i>75,585</i>

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

## Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this transfer and appropriation are available from the source indicated below.

Date: July 6, 2018

ORD # 5115

Department / Division	Character/Description	From	To
<b>General Fund - 001</b>			
4101 - Prosecutor	56798 - Grant Match	75,585	
9100 - Operating Transfers	56105 - Operating Transfers Out		75,585
<b>Grant Fund - 010</b>			
4121 - 2017 JAG	47070 - Operating Transfers In	75,585	
4121 - 2017 JAG	45914 - Increase Revenue	526,006	
2810	Undesignated Fund Balance		601,591
2810	Undesignated Fund Balance	601,591	
4121 - 2017 JAG	55010 - Regular Salary		219,594
4121 - 2017 JAG	55040 - FICA		15,166
4121 - 2017 JAG	55050 - Pension		32,750
4121 - 2017 JAG	55060 - Insurance		39,518
4121 - 2017 JAG	56790 - Other Contractual		294,563

  
Budgeting

2017 JAG  
 010-4121  
 expires 9/30/20

JACKSON COUNTY PROSECUTOR'S OFFICE BUDGET

	Salary	FICA	Insurance	Pension	Totals
				16.52	
<b>Assistant Prosecutor's</b>					
alsobrook 37.27	77,521.60	5,930.40	16,827.84	12,806.57	113,086.41
wolpink 29.43	61,214.40	4,682.90	12,000.00	10,112.62	88,009.92
<b>Data/info Analyst</b>					
evans 28.61	59,508.80	4,552.42	10,690.56	9,830.85	84,582.63
<b>Diversion Manager/APA</b>					
castle 30.02*	21,349.00	0.00	0.00	0.00	21,349.00
	219,593.80	15,165.72	39,518.40	32,750.04	307,027.96
					-231,443.00
					75,584.96

\*34.1% of salary charged to grant

**Budget Summary** – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$426,688	\$0	\$426,688
B. Fringe Benefits	\$38,188	\$0	\$38,188
C. Travel	\$3,222	\$0	\$3,222
D. Equipment	\$52,646	\$0	\$52,646
E. Supplies	\$2,124	\$0	\$2,124
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$0	\$0	\$0
H. Other	\$3,138	\$0	\$3,138
Total Direct Costs	\$526,006	\$0	\$526,006
I. Indirect Costs	\$0	\$0	\$0
<b>TOTAL PROJECT COSTS</b>	\$526,006	\$0	\$526,006

<b>Federal Request</b>	\$526,006
<b>Non-Federal Amount</b>	\$0
<b>Total Project Cost</b>	\$526,006

*Public Reporting Burden*

*Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.*



A. **Personnel** – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives. (Note: Use whole numbers as the percentage of time, an example is 75.50% should be shown as 75.50) [Click Here](#)

**PERSONNEL (FEDERAL)**

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
			Year			\$0
(Jackson County position)	Assistant Prosecutor	\$57,651.00	Year	100.00	1	\$57,651
(Jackson County position)	Assistant Prosecutor KCNo VA Data/	\$57,650.00	Year	100.00	1	\$57,650
(Jackson County position)	Information Analyst Assistant Prosecutor/	\$56,605.00	Year	100.00	1	\$56,605
(Jackson County position)	Diversion Manager	\$21,349.00	Year	100.00	1	\$21,349
			Year			\$0
(City of Kansas City)	Code Enforcement Officer	\$25,000.00	Year	100.00	1	\$25,000
(City of Kansas City)	Second Chance Program Director	\$40,000.00	Year	100.00	1	\$40,000
(City of Kansas City)	Adopt A Street Coordinator	\$13,950.00	Year	100.00	1	\$13,950
(City of Kansas City)	Adopt A Street Administrator	\$10,232.00	Year	100.00	1	\$10,232
(City of Kansas City)	Graffiti Abatement Lead Foreman	\$24,960.00	Year	100.00	1	\$24,960
(City of Kansas City)	Graffiti Abatement Technician	\$1,200.00	Month	100.00	8	\$9,600
(City of Kansas City)	Graffiti Abatement Technician	\$1,200.00	Month	100.00	8	\$9,600
(City of Kansas City)	KCNoVA Social Service Case Worker	\$35,573.00	Year	100.00	1	\$35,573
(City of Kansas City)	KCNoVA Social Service Case Worker	\$35,213.00	Year	100.00	1	\$35,213

**PERSONNEL (FEDERAL)**

Name	Position	Computation			Cost	
		Salary	Basis	Percentage of Time		Length of Time
(City of Kansas City)	KCNoVA Social Service Case Worker	\$29,214.00	Year	100.00	1	\$29,214
			Year			\$0
			Year			\$0
<b>FEDERAL TOTAL</b>						<b>\$425,688</b>

**PERSONNEL NARRATIVE (FEDERAL)**

**JACKSON COUNTY**

Assistant Prosecuting Attorneys will focus on existing and future crime, notably violent crime, reduction efforts with the Jackson County Prosecutor's Office, spending 100% of time on the program.

KCNoVA Data and Information Analyst will be responsible for analyzing all data possessed by the Jackson County Prosecutor's Office case management system, Karpel, and then coordinating with other partners to identify potential crime trends (geographical, crime type, person specific), determine internal inefficiencies, and provide recommendations on organizational changes that will help focus resources on cases that will provide the greatest results in reducing violent crime in Jackson County, spending 100% of time on the program.

Assistant Prosecuting Attorney/Diversion Manager will be responsible for the day to day supervision of non violent offenses assigned to the New Start Diversion Program, spending 100% of time on the project.

**CITY OF KANSAS CITY**

Code Enforcement Officer will work with property owners to obtain voluntary compliance nuisance code and property maintenance issues, perform inspections and enforcements, respond to complaints of nuisance code or property maintenance code violations, spending 100% of time on the program.

Second Chance Director is responsible for all programming provided at the Second Chance Risk Reduction Center to high risk offenders, spending 100% of time on the program. Adopt A Street Coordinator will work with residents, community and civic organizations, businesses and faith based organizations to adopt sections of key thoroughfares in Kansas City to reduce urban blight, illegal dumping and improve the overall appearance of the city through scheduled cleanups, spending 100% of time on the program.

Adopt A Street Administrator will work with residents, community and civic organizations, businesses and faith based organizations to adopt sections of key thoroughfares in Kansas City to reduce urban blight, illegal dumping and improve the overall appearance of the city through scheduled cleanups, spending 100% of time of the program. Graffiti Abatement Lead Foreman will work with residents and local businesses to remove graffiti on homes, businesses and unattended properties throughout parts of Kansas City, spending 100% of the time on the program.

Graffiti Abatement Technicians will work with residents and local businesses to remove graffiti on homes, businesses and unattended properties throughout parts of Kansas City, spending 100% of the time on the program.

KC NoVA Social Services Case Workers will provide intensive programming, training and case management to high risk offenders participating in the KCNoVA Program, spending 100% of time on the project.

**B. Fringe Benefits** – Fringe benefits should be based on actual known costs or an approved negotiated rate by a Federal agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation and Unemployment Compensation. (Note: Use decimal numbers for the fringe benefit rates, an example is 7.65% should be shown as .0765) To View an Example, Click Here

**FRINGE BENEFITS (FEDERAL)**

Description	Computation		Cost
	Base	Rate	
JACKSON COUNTY			\$0
Assistant Prosecutor - FICA	\$57,651.00	0.0765	\$4,410
Assistant Prosecutor - FICA	\$57,650.00	0.0765	\$4,410
Assistant Prosecutor - Health Insurance	\$57,651.00	0.05195	\$2,995
Assistant Prosecutor - Health Insurance	\$57,650.00	0.05195	\$2,995
Assistant Prosecutor - Pension	\$57,651.00	0.1652	\$9,524
Assistant Prosecutor - Pension	\$57,650.00	0.1652	\$9,524
KCNOVA Data/Information Analyst - FICA	\$56,605.00	0.0765	\$4,330
			\$0
			\$0
			\$0
FEDERAL TOTAL			\$38,188

**FRINGE BENEFITS NARRATIVE (FEDERAL)**

JACKSON COUNTY

FICA - 0765

Health Insurance = \$249.58 x 12 months x 2 assistant prosecutors

Pension = 16.52%

C. **Travel** – Itemize travel expenses of staff personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate source of Travel Policies applied Applicant or Federal Travel Regulations. Note: Travel expenses for consultants should be included in the "Contractual/Consultant" category. [To View an Example, Click Here](#)

**TRAVEL (FEDERAL)**

Purpose of Travel	Location	Computation						Cost	
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips		Cost
Code Enforcement Officer Annual Training	TBD	Lodging	\$130.00	Night	4	2	1	\$1,040.00	
		Meals	\$40.00	Day	4	2	1	\$320.00	
		Mileage		Mile				\$0.00	
		Transportation:							
		Airfare	\$406.00	Round-trip		2	1	\$812.00	
		Local Travel						\$0.00	
		Other							
		Registration	\$525.00		1	2	1	\$1,050.00	
		<b>Subtotal</b>							<b>\$3,222.00</b>
		<b>FEDERAL TOTAL</b>							<b>\$3,222</b>

**TRAVEL NARRATIVE (FEDERAL)**

**AMERICAN ASSOCIATION OF CODE ENFORCEMENT CONFERENCE**

The American Association of Code Enforcement is a national nonprofit association representing the profession of code enforcement. The conference provides a wide variety of classes including classes addressing trending topics in the profession taught by some of the most knowledgeable and professional instructors in the US. Some of the training topics include the role of code enforcement in addressing problem landlord issues, rental property registration and licensing issues, strategic approaches: identifying problem owners and targeting enforcement resources, finding bad actors and service of process, motivating good practices and rewarding responsible ownership. Other training includes the rules and limitations of the Fourth Amendment as it applies to code enforcement and building officials, and the collaborative strengths of Code Enforcement, Police, and Citizens to build and maintain a strong program that supports higher quality of life. City of Kansas City will follow their own written travel policy

Airfare @ 2 FTEs \$406 each	\$ 812.00
Hotel @ 2FTEs \$520 each (\$130 per night x 4)	\$1,040.00
Per Diem @ 2FTEs \$160 each (\$40 per day)	\$320.00
Registration @ 2FTEs \$525 each	\$1,050.00
TOTAL:	\$3,222.00

D. **Equipment** – List non-expendable items that are purchased (Note: Organization's own capitalization policy for classification of equipment should be used) Expendable items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. [To View an Example, Click Here](#)

**EQUIPMENT (FEDERAL)**

Item	Computation		Cost
	Quantity	Cost	
			\$0
CITY OF KANSAS CITY			\$0
Illegal Dumping Surveillance Cameras	20	\$150.00	\$3,000
Tablets	2	\$250.00	\$500
paint sprayers	2	\$400.00	\$800
small steel dump trailer	1	\$500.00	\$500
Covert Scouting Cameras, mounting brackets, batteries	5	\$101.00	\$505
			\$0
CITY OF INDEPENDENCE			\$0
34 tasers with holster, battery, hybrid cartridges	34	\$1,392.37	\$47,341
			\$0
	FEDERAL TOTAL		\$52,646



**EQUIPMENT NARRATIVE (FEDERAL)**

**CITY OF KANSAS CITY**

City of Kansas City will purchase equipment to combat illegal dumping and graffiti.

City of Kansas City will follow their own written procurement policy.

**CITY OF INDEPENDENCE**

City of Independence will purchase law enforcement equipment to replace outdated equipment.

City of Independence will follow their own written procurement policy.

E. **Supplies** – List items by type (office supplies, postage, training materials, copying paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

[To View an Example, Click Here](#)

**SUPPLIES (FEDERAL)**

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
(City of Kansas City) paint	12	\$42.00	\$504
(City of Kansas City) miscellaneous chemicals for graffiti removal	12	\$50.00	\$600
(City of Kansas City) clippers	5	\$25.00	\$125
(City of Kansas City) loppers	5	\$25.00	\$125
(City of Kansas City) masks	30	\$9.00	\$270
(City of Kansas City) gloves	20	\$25.00	\$500
		FEDERAL TOTAL	\$2,124

**SUPPLIES NARRATIVE (FEDERAL)**

City of Kansas City will purchase supplies to remove graffiti from homes, business and vacated buildings.  
 City of Kansas City will follow their own written procurement policy.



**H. Other Costs** – List items (e.g., rent ( affirm-length transaction only ), reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent or provide a monthly rental cost and how many months to rent. The basis field is a text field to describe the quantity such as square footage, months, etc. [To View an Example, Click Here](#)

**OTHER COSTS (FEDERAL)**

Description	Computation			Cost
	Quantity	Basis	Length of Time	
(City of Kansas City) printing educational materials	1	monthly basis	12	\$480
(City of Kansas City) signage/installation	1	monthly basis	12	\$1,818
(City of Kansas City) miscellaneous mileage - graffiti abatement foreman and technicians	1	monthly basis	12	\$840
FEDERAL TOTAL				\$3,138

**OTHER COSTS NARRATIVE (FEDERAL)**

City of Kansas City will print educational materials to inform the community of graffiti program.  
 City of Kansas City will install signs to inform the community of Adopt A Street program.  
 City of Kansas City will reimburse mileage for local travel for Graffiti Abatement team.

 <p>U. S. Department of Justice Office of Justice Programs <b>Bureau of Justice Assistance</b></p>		<b>Grant</b>		PAGE 1 OF 21
1 RECIPIENT NAME AND ADDRESS (Including Zip Code) Jackson County 415 East 12th Street Kansas City, MO 64106		4 AWARD NUMBER 2017-DJ-BX-0752		
		5 PROJECT PERIOD FROM 10/01/2016 TO 09/30/2020 BUDGET PERIOD: FROM 10/01/2016 TO 09/30/2020		
2a GRANTEE IRS/VENDOR NO 44600526		6 AWARD DATE 06/26/2018	7 ACTION  Initial	
2b GRANTEE DUNS NO 073134868		8 SUPPLEMENT NUMBER 00		
3 PROJECT TITLE Greater Kansas City Crime Prevention Initiatives		9 PREVIOUS AWARD AMOUNT \$ 0		
		10 AMOUNT OF THIS AWARD \$ 526,006		
		11 TOTAL AWARD \$ 526,006		
12 SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S)				
13 STATUTORY AUTHORITY FOR GRANT This project is supported under FY17(BJA - JAG State and JAG Local) Title I of Pub. L. No. 90-351 (generally codified at 42 U.S.C. 3711 - 3797f-5), including subpart I of part B (codified at 42 U.S.C. 3750 - 3758), see also 28 U.S.C. 530C(c).				
14 CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16738 - Edward Byrne Memorial Justice Assistance Grant Program				
15 METHOD OF PAYMENT GPRS				
AGENCY APPROVAL		GRANTEE ACCEPTANCE		
16 TYPED NAME AND TITLE OF APPROVING OFFICIAL  Alan R. Hanson Principal Deputy Assistant Attorney General		18 TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL  Frank White County Executive		
17 SIGNATURE OF APPROVING OFFICIAL  		19 SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL		19A DATE
AGENCY USE ONLY				
20 ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND BUD CODE ACT OFC DIV REG SUB POMS AMOUNT X B DJ 80 00 00 526006		21 SDJUGT1148		



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PROJECT NUMBER 2017-DJ-BX-0752

AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 42 U.S.C. 3795a), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2017 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2017 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2017 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

The recipient agrees to comply with the DOJ Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance.



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PROJECT NUMBER 2017-DJ-BX-0752

AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

4. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2015, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2015, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

5. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C F R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

6. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



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PROJECT NUMBER 2017-DJ-BX-0752

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*SPECIAL CONDITIONS*

7. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

8. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract")

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

9. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.



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PROJECT NUMBER 2017-DI-BX-0752

AWARD DATE 10/26/2018

*SPECIAL CONDITIONS*

10. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

11. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "2015 DOJ Grants Financial Guide").

12. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

13. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

14. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

15. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.





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AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

16. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

17. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1. Part 38, under e-CFR "current" data.

19. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.



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20. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2017)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2017, are set out at <https://ojp.gov/funding/Explore/FY17AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

21. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W. Room 4706, Washington, DC 20530; (2) e-mail to: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov); and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://www.usdoj.gov/oig>.



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22. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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23. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

24. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

25. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

26. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



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27. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

28. Justice Information Sharing

In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, the recipient (and any subrecipient at any tier) must comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular award. The recipient shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

29. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

30. Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). The recipient may not satisfy such a fine with federal funds.

31. Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

32. Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 42 U.S.C. 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.



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33. Verification and updating of recipient contact information

The recipient must verify its Point of Contact (POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.

34. Law enforcement task forces - required training

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)).

35. Required attendance at BJA-sponsored events

The recipient (and its subrecipients at any tier) must participate in BJA-sponsored training events, technical assistance events, or conferences held by BJA or its designees, upon BJA's request.

36. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.



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37. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA.

The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <https://bja.gov/Funding/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

38. Establishment of trust fund

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.



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39. Prohibition on use of award funds for match under BVP program

JAG funds may be used to purchase vests for an agency, but they may not be used as the 50% match for purposes of the DOJ Bulletproof Vest Partnership (BVP) program.

40. Certification of body armor "mandatory wear" policies

The recipient agrees to submit a signed certification that all law enforcement agencies receiving body armor purchased with funds from this award have a written "mandatory wear" policy in effect. The recipient must keep signed certifications on file for any subrecipients planning to utilize funds from this award for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any funds from this award may be used by an agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

41. Body armor - compliance with NIJ standards

Ballistic-resistant and stab-resistant body armor purchased with JAG award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/>). In addition, ballistic-resistant and stab-resistant body armor purchased must be American-made. The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.

42. Required monitoring of subawards

The recipient must monitor subawards under this JAG award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

43. Reporting requirements

The recipient must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through OJP's GMS (<https://grants.ojp.usdoj.gov>). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website ([www.bjaperformancetools.org](http://www.bjaperformancetools.org)). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.

44. Required data on law enforcement agency training

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.





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45. Prohibited Expenditures List

Award funds may not be used for items that are listed on the Prohibited Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time. The Prohibited Expenditure List may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>

46. Controlled expenditures - prior written approval required

Award funds may not be used for items that are listed on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, without explicit written prior approval from BJA. The Controlled Expenditure List, and instructions on how to request approval for purchase or acquisitions are set out at <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>

47. Controlled expenditures - incident reporting

If an agency uses award funds to purchase or acquire any item on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, the agency must collect and retain (for at least 3 years) certain information about the use of-- (1) any federally-acquired Controlled Equipment in the agency's inventory, and (2) any other controlled equipment in the same category as the federally-acquired controlled equipment in the agency's inventory, regardless of source; and the agency must make that information available to BJA upon request. Details about what information must be collected and retained are set out at <https://ojp.gov/docs/LE-Equipment-WG-Final-Report.pdf>.

48. Sale of items on Controlled Expenditure List

Notwithstanding the provision of the Part 200 Uniform Requirements set out at 2 C.F.R. 200.313, no equipment listed on the Controlled Expenditure List that is purchased with award funds may be transferred or sold to a third party, except as described below:

a. Agencies may transfer or sell any controlled equipment, except riot helmets and riot shields, to a Law Enforcement Agency (LEA) after obtaining prior written approval from BJA. As a condition of that approval, the acquiring LEA will be required to submit information and certifications to BJA as if it were requesting approval to use award funds for the initial purchase of items on the Controlled Expenditure List.

b. Agencies may not transfer or sell any riot helmets or riot shields purchased under this award.

c. Agencies may not transfer or sell any Controlled Equipment purchased under this award to non-LEAs, with the exception of fixed wing aircraft, rotary wing aircraft, and command and control vehicles. Before any such transfer or sale is finalized, the agency must obtain prior written approval from BJA. All law enforcement-related and other sensitive or potentially dangerous components, and all law enforcement insignias and identifying markings must be removed prior to transfer or sale.

The recipient must notify BJA prior to the disposal of any items on the Controlled Expenditure List purchased with award funds, and must abide by any applicable laws (including regulations) in such disposal.

49. Prohibited or controlled expenditures - Effect of failure to comply

Failure to comply with an award condition related to prohibited or controlled expenditures may result in denial of any further approvals of controlled expenditures under this or other federal awards.



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50. Controlled expenditures - Standards

Consistent with recommendation 2.1 of Executive Order 13688, a law enforcement agency that acquires controlled equipment with award funds must adopt robust and specific written policies and protocols governing General Policing Standards and Specific Controlled Equipment Standards. General Policing Standards includes policies on (a) Community Policing; (b) Constitutional Policing; and (c) Community Input and Impact Considerations. Specific Controlled Equipment Standards includes policies specifically related to (a) Appropriate Use of Controlled Equipment; (b) Supervision of Use; (c) Effectiveness Evaluation; (d) Auditing and Accountability; and (e) Transparency and Notice Considerations. Upon OJP's request, the recipient must provide a copy of the General Policing Standards and Specific Controlled Equipment Standards, and any related policies and protocols.

51. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2016

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2016), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through a Grant Adjustment Notice, the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.


Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds in violation of the recipient's certification (executed by the chief executive of the State or local government) that federal funds will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.

52. "Certification of Compliance with 8 U.S.C. 1373" required for valid award acceptance by a unit of local government

In order validly to accept this award, the applicant local government must submit the required "Certification of Compliance with 8 U.S.C. 1373" (executed by the chief legal officer of the local government). Unless that executed certification either-- (1) is submitted to OJP together with the fully-executed award document, or (2) is uploaded in OJP's GMS no later than the day the signed award document is submitted to OJP, any submission by a unit of local government that purports to accept the award is invalid.

If an initial award-acceptance submission by the recipient is invalid, once the unit of local government does submit the necessary certification regarding 8 U.S.C. 1373, it may submit a fully-executed award document executed by the unit of local government on or after the date of that certification.

For purposes of this condition, "local government" does not include any Indian tribes.

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<p style="text-align: center;"><i>SPECIAL CONDITIONS</i></p> <p>53. Ongoing compliance with 8 U.S.C. 1373 is required</p> <p>1. With respect to the "program or activity" funded in whole or part under this award (including any such "program or activity" of any subrecipient at any tier), throughout the period of performance for the award, no State or local government entity, -agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in 8 U.S.C. 1373(b). For purposes of this award, any prohibition (or restriction) that violates this condition is an "information-communication restriction."</p> <p>2. Certifications from subrecipients. The recipient may not make a subaward to a State or local government or a "public" institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373, properly executed by the chief legal officer of the jurisdiction or institution that would receive the subaward, using the appropriate form available at <a href="https://ojp.gov/funding/Explore/SampleCertifications-8USC1373.htm">https://ojp.gov/funding/Explore/SampleCertifications-8USC1373.htm</a>. Similarly, the recipient must require that no subrecipient (at any tier) may make a further subaward to a State or local government or a "public" institution of higher education, unless it first obtains a certification of compliance with 8 U.S.C. 1373, properly executed by the chief legal officer of the jurisdiction or institution that would receive the further subaward, using the appropriate OJP form.</p> <p>3. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.</p> <p>4. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated (including for authorized reimbursements) for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State or local government or a "public" institution of higher education, incurs to implement this condition.</p> <p>5. Rules of Construction</p> <p>A. For purposes of this condition:</p> <p>(1) "State" and "local government" include any agency or other entity thereof, but not any institution of higher education or any Indian tribe.</p> <p>(2) A "public" institution of higher education is one that is owned, controlled, or directly funded by a State or local government.</p> <p>(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).</p> <p>(4) "Immigration status" means what it means for purposes of 8 U.S.C. 1373 (Illegal Immigration Reform and Immigrant Responsibility Act of 1996); and terms that are defined in 8 U.S.C. 1101 (Immigration and Nationality Act) mean what they mean under that section 1101, except that the term "State" also shall include American Samoa (cf. 42 U.S.C. 901(a)(2)).</p> <p>(5) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition ... and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 are to be read as references to particular components of the Department of Homeland Security (DHS).</p> <p>B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any "public" institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.</p>		



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Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 17 OF 21

PROJECT NUMBER 2017-DJ-BX-0752

AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

**IMPORTANT NOTE:** Any questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

54. Authority to obligate award funds contingent on compliance with 8 U.S.C. 1373; unallowable costs; obligation to notify

1. If the recipient is a State or local government--

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is either a State or unit of local government or a "public" institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the "program or activity" of the recipient (or of any subrecipient at any tier that is either a State or unit of local government or a "public" institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any "information-communication restriction."

C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and all subrecipients (regardless of tier) are in compliance with 8 U.S.C. 1373.

D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded "program or activity" of the recipient, or of any subrecipient at any tier that is either a State or a local government or a "public" institution of higher education, may be subject to any "information-communication restriction." In addition, any subaward (at any tier) to a subrecipient that is either a State or a local government or a "public" institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient such credible evidence regarding an "information-communication restriction."

2. Any subaward (at any tier) to a subrecipient that is either a State or a local government or a "public" institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the award condition entitled "Ongoing compliance with 8 U.S.C. 1373 is required."

4. Rules of Construction

A. For purposes of this condition "information-communication restriction" has the meaning set out in the award condition entitled "Ongoing compliance with 8 U.S.C. 1373 is required."

B. Both the "Rules of Construction" and the "Important Note" set out in the award condition entitled "Ongoing compliance with 8 U.S.C. 1373 is required" are incorporated by reference as though set forth here in full.



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PROJECT NUMBER 2017-DJ-BX-0752

AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

55. Required State-level rules or practices related to aliens; allowable costs

The following provisions apply to the recipient of this award, if the recipient is a State government, and also apply to any State-government subrecipient at any tier (whether or not the recipient is a State government)

1. Requirements

With respect to the "program or activity" that is funded (in whole or in part) by this award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance for the award--

A. A State statute, or a State rule, -regulation, -policy, or -practice, must be in place that is designed to ensure that agents of the United States acting under color of federal law in fact are given to access any State (or State-contracted) correctional facility for the purpose of permitting such agents to meet with individuals who are (or are believed by such agents to be) aliens and to inquire as to such individuals' right to be or remain in the United States.

B. A State statute, or a State rule, -regulation, -policy, or -practice, must be in place that is designed to ensure that, when a State (or State-contracted) correctional facility receives from DHS a formal written request authorized by the Immigration and Nationality Act that seeks advance notice of the scheduled release date and time for a particular alien in such facility, then such facility will honor such request and -- as early as practicable (see para. 4.B. of this condition) -- provide the requested notice to DHS.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs

Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated (including for authorized reimbursements) for the reasonable, necessary, and allocable costs (if any) of-- (1) developing and putting into place statutes, rules, regulations, policies, and practices to satisfy this condition, and (2) permitting access as described in para. 1.A. above, and (3) honoring any request from DHS that is encompassed by para. 1.B. above.

4. Rules of construction

A. For purposes of this condition--

(1) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C. 1101(a)(3)).

(2) the term "correctional facility" means what it means under the Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (see 42 U.S.C. 3791(a)(7)).

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, or any other entity or individual to maintain (or detain) any individual in custody beyond the date and time the individual would have been released in the absence of this condition.

Current DHS practice is ordinarily to request advance notice of scheduled release "as early as practicable (at least 48 hours, if possible)." (See DHS Form I-247A (3/17)). In the event that (e.g., in light of the date DHS made such request) the scheduled release date and time for an alien are such as not to permit the advance notice that DHS has requested, it shall not be a violation of this condition to provide only as much advance notice as practicable.



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PROJECT NUMBER 2017-DJ-LX-0752

AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

NOTE: Current DHS practice is to use one form (DHS Form I-247A (3/17)) for two distinct purposes -- to request advance notice of scheduled release, and to request that an individual be detained for up to 48 hours AFTER the scheduled release. This condition imposes NO requirements as to such DHS requests for detention.

C. Both the "Rules of Construction" and the "Important Note" set out in the award condition entitled "Ongoing compliance with 8 U.S.C. 1373 is required" are incorporated by reference as though set forth here in full.

56. Required local-government-level rules or practices related to aliens; allowable costs

The following provisions apply to the recipient of this award, if the recipient is a unit of local government, and also apply to any local-government subrecipient of this award at any tier (whether or not the recipient itself is a unit of local government)

1. Requirements

With respect to the "program or activity" that is funded (in whole or in part) by this award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance for the award--

A. A local ordinance, -rule, -regulation, -policy, or -practice (or an applicable State statute, -rule, -regulation, -policy, or -practice) must be in place that is designed to ensure that agents of the United States acting under color of federal law in fact are given access a local-government (or local-government-contracted) correctional facility for the purpose of permitting such agents to meet with individuals who are (or are believed by such agents to be) aliens and to inquire as to such individuals' right to be or remain in the United States.

B. A local ordinance, -rule, -regulation, -policy, or -practice (or an applicable State statute, -rule, -regulation, -policy, or -practice) must be in place that is designed to ensure that, when a local-government (or local-government-contracted) correctional facility receives from DHS a formal written request authorized by the Immigration and Nationality Act that seeks advance notice of the scheduled release date and time for a particular alien in such facility, then such facility will honor such request and -- as early as practicable (see "Rules of Construction" incorporated by para. 4 B. of this condition) -- provide the requested notice to DHS.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs

Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated (including for authorized reimbursements) for the reasonable, necessary, and allocable costs (if any) of-- (1) developing and putting into place statutes, ordinances, rules, regulations, policies, and practices to satisfy this condition. (2) permitting access as described in para. 1.A. above, and (3) honoring any request from DHS that is encompassed by para. 1.B. above.

4. Rules of construction

A. The "Rules of Construction" and the "Important Note" set out in the award condition entitled "Ongoing compliance with 8 U.S.C. 1373 is required" are incorporated by reference as though set forth here in full.

B. The "Rules of Construction" set out in the award condition entitled "Required State-level rules or practices related to aliens; allowable costs" are incorporated by reference as though set forth here in full.



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PROJECT NUMBER 2017-D1-BX-0752

AWARD DATE 06/25/2018

*SPECIAL CONDITIONS*

57. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS.

No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA.

Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

58. Encouragement of submission of "success stories"

BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to a My BJA account at <https://www.bja.gov/Login.aspx> to access the Success Story Submission form. If the recipient does not yet have a My BJA account, please register at <https://www.bja.gov/profile.aspx>. Once registered, one of the available areas on the My BJA page will be "My Success Stories." Within this box, there is an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the BJA Success Story web page at <https://www.bja.gov/SuccessStoryList.aspx>.

59. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

60. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

61. Withholding of funds: Required certification from the chief executive of the applicant government

The recipient may not obligate, expend, or draw down any award funds until the recipient submits the required "Certifications and Assurances by the Chief Executive of the Applicant Government," properly-executed (as determined by OJP), and a Grant Adjustment Notice (GAN) has been issued to remove this condition.



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PROJECT NUMBER 2017-DJ-BX-0752

AWARD DATE 06/26/2018

*SPECIAL CONDITIONS*

62. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.





**U.S. Department of Justice**  
Office of Justice Programs  
*Bureau of Justice Assistance*

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Washington, D.C. 20531

**Memorandum To:** Official Grant File

**From:** Orbin Terry, NEPA Coordinator

**Subject:** Incorporates NEPA Compliance in Further Developmental Stages for Jackson County

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see <https://www.bja.gov/Funding/nepa.html>.

Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Grant**

PROJECT NUMBER  
2017-DJ-BX-0752

PAGE 1 OF 1

This project is supported under FY17(BJA - JAG State and JAG Local) Title I of Pub L. No. 90-351 (generally codified at 42 U.S.C. 3711 - 3797(f)-5), including subpart 1 of part E (codified at 42 U.S.C. 3750 - 3758); see also 28 U.S.C. 530C(a)

1 STAFF CONTACT (Name & telephone number)

Veronica Munson  
(202) 514-7710

2 PROJECT DIRECTOR (Name, address & telephone number)

Gina Robinson  
Chief of Operations  
415 East 12th Street  
Kansas City, MO 64106-2706  
(816) 881-3369

3a TITLE OF THE PROGRAM

BJA FY 17 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

3b POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

4 TITLE OF PROJECT

Greater Kansas City Crime Prevention Initiatives

5 NAME & ADDRESS OF GRANTEE

Jackson County  
415 East 12th Street  
Kansas City, MO 64106

6 NAME & ADDRESS OF SUBGRANTEE

7 PROGRAM PERIOD

FROM: 10/01/2016 TO: 09/30/2020

8 BUDGET PERIOD

FROM: 10/01/2016 TO: 09/30/2020

9 AMOUNT OF AWARD

\$ 526,006

10 DATE OF AWARD

06/26/2018

11 SECOND YEAR'S BUDGET

12 SECOND YEAR'S BUDGET AMOUNT

13 THIRD YEAR'S BUDGET PERIOD

14 THIRD YEAR'S BUDGET AMOUNT

15 SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of criminal justice related activities based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, including for any one or more of the following purpose areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; 7) crime victim and witness programs (other than compensation); and 8) mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

This Local JAG award will be shared by the County and one or more jurisdictions identified as disparate within the current Fiscal Year eligibility list ([www.bja.gov/jag](http://www.bja.gov/jag)). JAG funding will be used to support criminal justice initiatives that fall under one or more of the allowable program areas above. Any

equipment purchases or funded initiatives such as overtime, task forces, drug programs, information sharing, etc. will be aimed at reducing crime and/or enhancing public/officer safety

NCA/NCF

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** appropriating \$66,153.00 from the undesignated fund balance of the 2018 Grant Fund, in acceptance of a grant received from the United States Executive Office of the President's Midwest High Intensity Drug Trafficking Area Investigative Support Center Initiative for use by the Jackson County Sheriff's Office, and authorizing the County Executive to execute a Memorandum of Understanding with the Kansas Bureau of Investigation, the grant's fiscal agent.

**ORDINANCE NO. 5116**, July 16, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the United States Executive Office of the President's Midwest High Intensity Drug Trafficking Area (HIDTA) Investigative Support Center has allocated a total of \$66,153.00, to provide partial funding for intelligence analyst positions within the Jackson County Sheriff's Office, for the period of January 1, 2018, to December 31, 2019; and,

WHEREAS, the attached Memorandum of Understanding with the Kansas Bureau of Investigation, which will serve as the Fiscal Agent for this grant, provides a suitable mechanism by which to implement this arrangement; and,

WHEREAS, an appropriation is necessary to place these grant funds in the appropriate spending accounts; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made from the undesignated fund balance of the 2017 Grant Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund HIDTA 010-4283	45913 - Increase Revenue	\$66,153	
010-2810	Undesignated Fund Balance		\$66,153
010-2810	Undesignated Fund Balance	\$66,153	
010-4283-HIDTA	55010 - Regular Salary		\$55,353
010-4283-HIDTA	56140 - Travel Expense		\$ 2,000
010-4283-HIDTA	56630 – Leased Vehicle		\$ 5,600
010-4283-HIDTA	57110 – Fuel		\$ 3,200

and,

BE IT FURTHER ORDAINED that the County Executive be and hereby is authorized to execute the attached Memorandum of Understanding with the Kansas Bureau of Investigation and any and all other documents necessary to give effect to this grant.

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5116 introduced on July 16, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No.5116.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

Funds sufficient for this appropriation are available from the source indicated below.

ACCOUNT NUMBER: 010 2810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$66,153.00

7/12/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

**MIDWEST HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA)  
MEMORANDUM OF UNDERSTANDING  
MIDWEST HIDTA INVESTIGATIVE SUPPORT CENTER INITIATIVE**

**G18MW0003A  
01-01-2018 / 12-31-2019  
CFDA number 95.001**

The Office of National Drug Control Policy (ONDCP) has awarded HIDTA funding to federal, state and local law enforcement agencies in the region comprised of the states of Kansas, Missouri, Nebraska, Iowa, South Dakota and North Dakota for the purpose of combating the manufacture and importation of methamphetamine and the disruption of poly-drug trafficking organizations. The Kansas Bureau of Investigation (KBI) has been designated as the fiscal agent for award proceeds to be distributed to state and local agencies participating in the Midwest HIDTA program within Kansas and in selected regional initiatives. These funds shall be used for purposes designated in the MIDWEST HIDTA INVESTIGATIVE SUPPORT CENTER INITIATIVE (Appendix A) and associated budget (Appendix B), as approved by ONDCP.

**Scope of Service**

The services carried out under this Memorandum of Understanding shall be consistent with those contained in the initiative proposal and budget as approved for funding by ONDCP. Changes shall not be made in the subject or the proposed objectives of the initiative without prior written approval from the Midwest HIDTA Executive Director the Midwest HIDTA Executive Committee.

The signatories agree to provide written notice to the KBI and to the Midwest HIDTA Executive Director, at least (30) days in advance of any planned withdrawal from this agreement. In the event of withdrawal from this initiative by any party, all property and equipment acquired with HIDTA funds by the withdrawing party shall be re-distributed as per Midwest HIDTA policy and procedure. Upon the date specified in the written notice of withdrawal, this agreement shall become void with respect to the agency giving notice but shall remain in effect for all other participants. The KBI shall process all allowable reimbursement requests for the withdrawing agency through the date of the withdrawal.

**Reprogramming of Funds**

Reprogramming of funds within a HIDTA award requires different levels of approval based upon the amount to be reprogrammed and whether the reprogramming is inter-agency or inter-initiative. In all cases the recipient agency is responsible for forwarding a request for authorization for reprogramming to the KBI to be forwarded to the Midwest HIDTA Executive Director and Midwest HIDTA Executive Committee. The recipient agency is also responsible for maintaining detailed records of any reprogramming activities.

**Reporting Requirement**

All participants may be required to prepare a final report of initiative expenditures, which shall be submitted to the KBI within 30 days of the close of the program fiscal year. The financial report will be of a form approved by the KBI and shall contain a listing of expenditures/costs by cost category from the approved initiative budget (Appendix B). The report shall also contain a comparison of actual costs/expenditures against budget estimates. Failure to submit reports on a timely basis may result in the interruption or termination of the initiative funding for your agency. Detailed information on the financial reporting requirements is found in the HIDTA Program Policy and Budget Guidance (PPBG) publication and the Midwest HIDTA Policies and Standard Operating Procedures document (SOP).

### **Program Standards**

Each agency agrees to abide by the standards and rules defined in the HIDTA Program Policy and Budget Guidance (PPBG) publication and the Midwest HIDTA Policies and Standard Operating procedures document as well as all formal written program guidance regarding financial management standards, reporting, records retention, equipment, vehicles, and procurement and supplanting requirements for any agency accepting HIDTA funds. You can download the full version from National HIDTA Assistance Center (NHAC) at nhac.org.

### **Assurances**

Each agency agrees to abide by the terms and conditions set out in Application for Federal Assistance SF 424, Assurances - Non-Construction Programs (Appendix D) and Assurances – Construction Programs (Appendix E). Each agency will also submit the signed OMB forms, Certification Regarding Lobbying (Appendix F) and Disclosure of Lobbying Activities (Appendix G) and will abide by all applicable special conditions included as a part of the award agreement (Appendix I).

### **Invoicing**

Each agency receiving reimbursements will invoice once per month no more than quarterly, due the fifteenth of the month, for expenditures incurred during the prior month. Reimbursement form shall be a form approved by the KBI (Appendix H) and shall contain a listing of expenditures by category. Each agency shall retain the original supporting documentation and provide a copy to the KBI with the monthly report. Each agency agrees that the NHAC and Midwest HIDTA Executive Director and Midwest HIDTA Executive Committee have the right to terminate suspend or delay any payment to sub-recipient if the reimbursements clearly fails to meet HIDTA PPBG. In the event that such an act is necessary the agency will be notified within three days of the decision.

### **Inventory**

Equipment purchased with HIDTA funds shall be identified by cost, type and serial number and reported to the Kansas State Coordinator on the Midwest HIDTA Inventory Form (Appendix C). The Kansas State Coordinator shall maintain an inventory of all equipment purchased and provide the same to HIDTA. A copy of all inventory transactions shall be provided to the KBI. Any change to the inventory of HIDTA purchased equipment shall be reported promptly and in writing to the KBI.

### **Audit Readiness and Compliance**

Each agency agrees to maintain appropriate and detailed records of its receipt and use of the funds, in accordance with the generally accepted accounting principles applying to government agencies. Each agency understands that it may be subject to an audit. Each agency also understands that there will be a site audit every two years for awardees that receive \$25,000 or more, and every three years for awardees that receive \$25,000 or less.

As the fiduciary, the KBI is required to provide certain information in an audit. The Single Audit Certification (Appendix K) provides part of the information needed. The Risk Assessment Tool (Appendix J) helps to ensure proper accountability and compliance with the program.



## Acceptance

Acceptance of this MOU by participating agencies is acceptance of all standards and conditions of the HIDTA Award, included as Appendix A, B, C, D, E, F, G, H, I, J, and K.

- Appendix A: Task Force Initiative
- Appendix B: Task Force Budget
- Appendix C: Midwest HIDTA Inventory Form (Does not pertain to the ISC Initiative)
- Appendix D: OMB Form 4040-0007 – Assurances – Non-Construction Programs
- Appendix E: OMB Form 4040-0009 – Assurances – Construction Programs
- Appendix F: OMB Form – Certification Regarding Lobbying
- Appendix G: OMB Form – Disclosure of Lobbying Activities
- Appendix H: HIDTA Reimbursement Form
- Appendix I: HIDTA Award Agreement
- Appendix J: FAPO Risk Assessment Tool
- Appendix K: HIDTA Single Audit Certification

**Fiscal Contact KBI:** Teresa Goza  
Kansas Bureau of Investigation  
15700 College Blvd., Suite 100  
Lenexa, Kansas 66219  
913-671-2046  
teresa.goza@kbi.state.ks.us

**Project Manager KBI:** Frank Papish, Assistant Director  
Kansas Bureau of Investigation  
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Lenexa, Kansas 66219  
913-671-2040  
Frank.papish@kbi.state.ks.us

**State Coordinator:** Steve Riley  
Midwest HIDTA  
10220 NW Ambassador Dr., Suite 700  
Kansas City MO 64153  
816-891-5217  
sriley@midwest-hidta.org

**Fiscal Contact IPD:** Dale Covey, Sargent  
Jackson County Sheriff's Department  
3310 NE Rennau Dr.  
Lee's Summit, MO 64064  
816-524-4302 ext 972218

**Participating Agency:** Darryl Forté, Sheriff  
Jackson County Sheriff's Department  
3310 NE Rennau Dr.  
Lee's Summit, MO 64064

**Participating Agency:**  
Jackson County Missouri

\_\_\_\_\_  
Frank White Jr., County Executive                      Date  
Jackson County, Missouri

**Through Jackson County Missouri Sheriff's Office**

  
\_\_\_\_\_  
Darryl Forté, Sheriff    6-20-18  
Date

**Fiscal Agent:**  
Kansas Bureau of Investigation

\_\_\_\_\_  
Kirk D. Thompson, Director                                      Date

## FY 2018 INTELLIGENCE AND INFORMATION SHARING INITIATIVE DESCRIPTION BUDGET PROPOSAL

**HIDTA:** Midwest HIDTA

**INITIATIVE TITLE:** Midwest HIDTA Investigative Support Center

**LEAD AGENCY(S):** Drug Enforcement Administration

**LOCATION:** Kansas City, MO

### 1. INITIATIVE DESCRIPTION

The Midwest HIDTA Investigative Support Center (MHISC) has been operational since 1998 and is managed by the Drug Enforcement Administration. The ISC is a multi-agency coalition consisting of federal, state, and local agencies located within the seven state Midwest HIDTA region. Located in Kansas City, Missouri the MHISC is electronically linked to task force locations and key state agencies in each of the states. The MHISC collects and analyzes information from all Midwest HIDTA task forces and participating agencies. The MHISC provides event and target de-confliction services, multi-source name checks, investigative/tactical case support, toll analysis, charting, graphic work, post seizure analysis and trend/predictive analysis.

The MHISC continues to develop and expand its mission to support a seven-state region. Event/Target De-confliction through the Watch Center is fully implemented in all metropolitan areas throughout the region. Expansion to other areas will continue with system expansion steadily increasing each year. The Watch Center is currently staffed by elements of the Kansas City, MO Police Department, Kansas Bureau of Investigation, Missouri National Guard and the Kansas National Guard.

The MHISC also provides continual evaluation of the threat to the region, identifying changes in patterns and trends. By improving the exchange of intelligence and information through more efficient coordination and communications, the MHISC enhances the ability of federal, state, and local law enforcement agencies to identify, arrest, and prosecute key members of drug trafficking organizations and those individuals involved in violent crime that are involved in drug trafficking at the local level. Trend and predictive analysis developed by the MHISC assists the Midwest HIDTA Executive Board in utilizing its limited resources more efficiently.

MHISC is heavily involved in tactical case support throughout the Midwest HIDTA region. The MHISC lends support to numerous high profile drug related investigations to include OCDEF, Regional Priority Organization Targets (RPOT) and Consolidated Priority Organization Target (CPOT) Investigations.

Co-located with the MHISC is the ATF Crime Gun Intelligence Center. The ATF Crime Gun Intelligence Center is a separate Midwest HIDTA initiative, which is an ATF-led group.

### 2. INITIATIVE PARTICIPANTS

<b>HIDTA Participating Agency Positions, Summary</b>			
	Full Time	Part Time	Total
Co-Located	16	0	16

Non-Co-Located	0	0	0
Total	16	0	16

<b>HIDTA Participating Agency Positions</b>					
Quantity	Title	Agency	HIDTA Funded	Co-Located	Fulltime
2	Analyst	Kansas Bureau of Investigation	No	Yes	Yes
1	Analyst	Kansas City, MO Police Department	No	Yes	Yes
2	Analyst	Kansas National Guard	No	Yes	Yes
1	Analyst	Drug Enforcement Administration	No	Yes	Yes
1	Group Supervisor	Drug Enforcement Administration	No	Yes	Yes
1	Investigative Assistant/ FSA Contractor	Drug Enforcement Administration	No	Yes	Yes
1	Assistant Supervisor	Kansas City, MO Police Department	Yes	Yes	Yes
1	Sergeant/Operations Supervisor/Task Force Officer	Kansas City, MO Police Department	Yes	Yes	Yes
1	Task Force Officer	Kansas City, MO Police Department	Yes	Yes	Yes
1	Analyst	Independence, MO Police Department	Yes	Yes	Yes
1	Task Force Officer	Jackson County Sheriffs Office	Yes	Yes	Yes
1	Senior Administrative Specialist	Kansas Bureau of Investigation	Yes	Yes	Yes
2	Analyst	Missouri National Guard	No	Yes	Yes

### 3. INITIATIVE BUDGET

FY 2018 Request for initiative: \$1,110,280.00

**4. INTELLIGENCE INITIATIVES**

<b>Event and Case Deconflictions Submitted</b>				
<b>Outputs</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2018 Expected</b>
Event Deconflictions	5,056	5,785	4,462	5,101
Case Deconflictions	12,650	18,119	17,693	16,154

<b>Analytical Support</b>				
<b>Output</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2018 Expected</b>
HIDTA Cases Provided Analytical Support	640	361	116	372

**OTHER INITIATIVE OUTPUTS AND OUTCOMES**

# Budget Detail

## 2018 - Midwest

Initiative - Midwest HIDTA Investigative Support Center

Award Recipient - Kansas Bureau of Investigation (G18MW0003A)

Resource Recipient - Kansas Bureau of Investigation

*Awarded Budget (as approved by ONDCP)* **\$890,988.00**

<b>Personnel</b>	<b>Quantity</b>	<b>Amount</b>
Administrative Staff	1	\$45,517.00
Analyst - Intelligence	9	\$413,669.00
Director - Deputy	1	\$76,407.00
<b>Total Personnel</b>	<b>11</b>	<b>\$535,593.00</b>
<b>Fringe</b>	<b>Quantity</b>	<b>Amount</b>
Administrative staff	1	\$14,440.00
Analyst - Intelligence	8	\$155,478.00
Director - Deputy	1	\$32,311.00
<b>Total Fringe</b>	<b>10</b>	<b>\$202,229.00</b>
<b>Travel</b>	<b>Quantity</b>	<b>Amount</b>
Administrative	10	\$7,372.00
<b>Total Travel</b>	<b>10</b>	<b>\$7,372.00</b>
<b>Services</b>	<b>Quantity</b>	<b>Amount</b>
Communications - data lines		\$3,949.00
Communications - mobile phones & pagers		\$7,557.00
Equipment rentals		\$7,502.00

# Budget Detail

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## 2018 - Midwest

Initiative - Midwest HIDTA Investigative Support Center

Award Recipient - Kansas Bureau of Investigation (G18MW0003A)

Resource Recipient - Kansas Bureau of Investigation

<b><i>Awarded Budget (as approved by ONDCP)</i></b>		<b><i>\$890,988.00</i></b>
Printing & document support		\$1,650.00
Service contracts		\$3,553.00
Shipping & postage		\$3,300.00
Software - maintenance		\$49,335.00
Subscriptions - database		\$32,538.00
Vehicle lease - passenger	3	\$24,750.00
<b>Total Services</b>	<b>3</b>	<b>\$134,134.00</b>
<b>Supplies</b>		<b>Amount</b>
Investigative/Operational		\$10,560.00
Office		\$1,100.00
<b>Total Supplies</b>		<b>\$11,660.00</b>
<b>Total</b>		<b>\$890,988.00</b>

Midwest HIDTA Equipment Inventory  
Additions/Transfers/Disposals

Purchase Date: \_\_\_\_\_

Manufacturer's Serial Number: \_\_\_\_\_

Manufacturer/Vendor: \_\_\_\_\_

Cost: \_\_\_\_\_

Purchase Condition: \_\_\_\_\_

HIDTA #: \_\_\_\_\_

Description: \_\_\_\_\_

Purchasing Agency: \_\_\_\_\_

HIDTA Funding %: \_\_\_\_\_

Agency Asset #: \_\_\_\_\_

Title Holder: \_\_\_\_\_

Initiative: \_\_\_\_\_

Custodian Agency: \_\_\_\_\_

Physical Location: \_\_\_\_\_

City: \_\_\_\_\_

State \_\_\_\_\_

Transferred From: \_\_\_\_\_

Current Condition: \_\_\_\_\_

Surplus Date: \_\_\_\_\_

Reason for Disposal: \_\_\_\_\_

Disposal Method: \_\_\_\_\_

Notes: \_\_\_\_\_

Name: \_\_\_\_\_



**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

Standard Form 424B (Rev. 7-97) Back

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X _____	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
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SF-424D (Rev. 7-97) Back

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X _____	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	

**CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) 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 contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
4040-0013

Review Public Burden Disclosure Statement

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input checked="" type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
--	--	--

**4. Name and Address of Reporting Entity:**

Prime  SubAwardee Tier if known:

\* Name: Jackson County Sheriff's Office

\* Street 1: 3310 NE Rennau Dr. Street 2: \_\_\_\_\_

\* City: Lee's Summit State: MO: Missouri Zip: 64084

Congressional District, if known: \_\_\_\_\_

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

\* Name: Kansas Bureau of Investigation

\* Street 1: 1620 W Tyler Street 2: \_\_\_\_\_

\* City: Topeka State: KS: Kansas Zip: 66612

Congressional District, if known: \_\_\_\_\_

<b>6. * Federal Department/Agency:</b> OWDOP	<b>7. * Federal Program Name/Description:</b> NIDDA CPDA Number, if applicable: 95.001
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<b>8. Federal Action Number, if known:</b> 01890003A	<b>9. Award Amount, if known:</b> \$ _____
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**10. a. Name and Address of Lobbying Registrant:**

Prefix: \_\_\_\_\_ \* First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

\* Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

\* Street 1: \_\_\_\_\_ Street 2: \_\_\_\_\_

\* City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**b. Individual Performing Services (including address if different from No. 10a)**

Prefix: \_\_\_\_\_ \* First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

\* Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

\* Street 1: \_\_\_\_\_ Street 2: \_\_\_\_\_

\* City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact, upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

\* Signature: \_\_\_\_\_

\* Name: Prefix: \_\_\_\_\_ \* First Name: Frank Middle Name: \_\_\_\_\_

\* Last Name: Wilco Suffix: Jr.

Title: County Executive Telephone No.: \_\_\_\_\_ Date: \_\_\_\_\_

# Midwest HIDTA Reimbursement Request Form

Agency

Jackson County Sheriff's Office  
3310 NE Rennau Dr, Lee Summit 64064  
44-6000524 Ord.

Dept. Code

KBI use only  
V-40393-2-002  
Grant #1810

Invoice for the month of: \_\_\_\_\_

2018 Funding Year 01/01/18 to 12/31/19

Initiative: Midwest HIDTA ISC G18MW0003A  
**CFDA # 95.001**

Enter Data in This  
Column only

Category	2018 Allocation	Cumulative Expenses through	Expenditures This Month	Remaining Balance
Personnel	\$ 55,353.00			\$ 55,353.00
Travel	\$ 2,000.00			\$ 2,000.00
Vehicle Lease	\$ 5,600.00			\$ 5,600.00
Supplies/Fuel	\$ 3,200.00			\$ 3,200.00
Total	\$ 66,153.00	\$ -	\$ -	\$ 66,153.00

Agency Authorization / Date	Midwest HIDTA Authorization/Date	KBI Authorization / Date
Finance Officer Please Print Sgt. Dale L. Covey #29	Phone: 816-524-4302 ext 72237 Fax: 816-881-3877 Email form to <a href="mailto:dcovey@jacksongov.org">dcovey@jacksongov.org</a>	

**Reimbursement forms are due by the 15th of the month.**

Please attach all supporting documents

<b>Executive Office of the President Office of National Drug Control Policy</b>		<b>AWARD Grant</b>	Page 1 of 1
1. Recipient Name and Address Director Kirk D. Thompson Kansas Bureau of Investigation 1620 SW Tyler Topcka, KS 66612-1837		4. Award Number: G18MW0003A	
		5. Grant Period: From 01/01/2018 to 12/31/2019	
2. Total Amount of the Federal Funds Obligated: \$3,456,130	6. Federal Award Date: 5/29/2018	7. Action  Initial  <input checked="" type="checkbox"/> Supplemental	
2A. Budget Approved by the Federal Awarding Agency \$3,456,130	8. Supplement Number 1		
3. CFDA Name and Number: <i>High Intensity Drug Trafficking Areas Program - 95.001</i>	9. Previous Award Amount: \$1,209,646.00		
3A. Project Description  <i>High Intensity Drug Trafficking Areas (HIDTA) Program</i>	10. Amount of Federal Funds Obligated by this Action: \$2,246,484.00		
	11. Total Amount of Federal Award: \$3,456,130.00		
12. The above grant is approved subject to such conditions or limitation as are set forth in the original Grant.  Consistent with P.L. 115-141 / H.R. 1625, Consolidated Appropriations Act, 2018, this Grant Award document provides additional funding in the amount indicated in Block 10. This amount, together with the amount equivalent to 35% of the fiscal year 2017 funding level previously made available, as indicated in Block 9, represent the total FY 2018 budget and spending ceiling for this grant, as indicated in Block 11.			
13. Statutory Authority for Grant: Public Law:115-141			
<b>AGENCY APPROVAL</b>		<b>RECIPIENT ACCEPTANCE</b>	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Associate Director Office of National Drug Control Policy		15. Typed Name and Title of Authorized Official Kirk D. Thompson  Kansas Bureau of Investigation	
16. Signature of Approving ONDCP Official  <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date  <i>[Signature]</i> 5/29/2018	
<b>AGENCY USE ONLY</b>			
18. Accounting Classification Code DUNS: 150943496 EIN: 14860299251.2		19. HIDTA AWARD OND1070DB1819XX      OND6113 OND2000000000      OC 410001	



## GRANT CONDITIONS

### A. General Terms and Conditions

1. This award is subject to The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the "Part 200 Uniform Requirements"), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.  
  
For more information on the Part 200 Uniform Requirements, see <https://efo.gov/cofar/>. For specific, award-related questions, recipients should contact ONDCP promptly for clarification.
2. This award is subject to the following additional regulations and requirements:
  - 28 CFR Part 69 – "New Restrictions on Lobbying"
  - Conflict of Interest and Mandatory Disclosure Requirements, set out in paragraph 7 of these terms and conditions
  - Non-profit Certifications (when applicable)
3. Audits conducted pursuant to 2 CFR Part 200, Subpart F, "Audit Requirements" must be submitted no later than nine months after the close of the grantee's audited fiscal year to the Federal Audit Clearinghouse at <https://harvester.census.gov/facweb/>.
4. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Federal Financial Report is required to be submitted quarterly and within 90 days after the grant is closed out.
5. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.
6. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the grantee, its fiscal agent (s), employees, contractors, as well as state, local, and Federal participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

These general terms and conditions, as well as archives of previous versions of the general terms and conditions, are available online at [www.whitehouse.gov/ondcp/grants](http://www.whitehouse.gov/ondcp/grants).

7. Conflict of Interest and Mandatory Disclosures

#### A. Conflict of Interest Requirements

As a non-Federal entity, you must follow ONDCP's conflict of interest policies for Federal awards. Recipients must disclose in writing any potential conflict of interest to an ONDCP Program Officer; recipients that are pass-through entities must require disclosure from subrecipients or contractors. This disclosure must take place immediately whether you are an applicant or have an active ONDCP award.

The ONDCP conflict of interest policies apply to sub-awards as well as contracts, and are as follows:

- i. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.
- ii. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a sub-award or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.
- iii. If you have a parent, affiliate, or subsidiary organization that is not a state, local government, or Native American tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

#### **B. Mandatory Disclosure Requirement**

As a non-Federal entity, you must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII "Award Term and Condition for Recipient Integrity and Performance Matters," are required to report certain civil, criminal, or administrative proceedings to System for Award Management (SAM). Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 "Remedies for Noncompliance".

8. Federal Funding Accountability and Transparency (FFATA) / Digital Accountability and Transparency Act (DATA Act). Each applicant is required to (i) Be registered in SAM before submitting its application; (ii) provide a valid DUNS number in its application; (iii) continue to maintain an active System for Award Management registration with current information at all times during which it has an active Federal award; and (iv) provide all relevant grantee information required for ONDCP to collect for reporting related to FFATA and DATA Act requirements.
9. Subawards are authorized under this grant award. Subawards must be monitored by the award recipient as outlined in 2 CFR 200.331.

10. Recipients must comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180, dealing with all sub-awards and contracts issued under the grant.
11. As specified in the HIDTA Program Policy and Budget Guidance, recipient must:
  - a) Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in "Standards for Internal Control in the Federal Government," issued by the Comptroller General of the United States and the "Internal Control Integrated Framework," issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
  - b) Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
  - c) Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
  - d) Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
  - e) Take reasonable measures to safeguard protected PII and other information ONDCP or the recipient designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

## B. Recipient Integrity and Performance Matters

### Reporting of Matters Related to Recipient Integrity and Performance

#### 1. General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain and report current information to the SAM that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition (below). This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

#### 2. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
- b. Reached its final disposition during the most recent 5 year period; and
- c. Is one of the following:

- (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition (below);
- (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
- (3) An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
- (4) Any other criminal, civil, or administrative proceeding if:
  - (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
  - (ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
  - (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

### 3. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

### 4. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent 5 year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

### 5. Definitions

For purposes of this award term and condition:

- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and state level, but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes—
  - (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and

(2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

### C. Program Specific Terms and Conditions

The following special conditions are incorporated into each award document.

1. This grant is awarded for above program. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance (PPBG).
2. This award is subject to the requirements in ONDCP's HIDTA PPBG.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e., the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6 of the HIDTA Program Policy and Budget Guidance.
6. Property acquired with these HIDTA grant funds is to be used for activities of the Midwest HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.
7. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

### D. Federal Award Performance Goals

1. All entities that receive funds from this award are responsible for achieving performance goals established in the HIDTA Performance Management Process (PMP) and approved by the HIDTA's Executive Board and ONDCP.
2. All entities that receive funds from this award must report progress in achieving performance goals at least quarterly using the PMP.

See also Section A. 4 regarding Federal Financial Reports.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
X _____	County Executive
APPLICANT ORGANIZATION	DATE SUBMITTED
Jackson County Missouri though Jackson County Sheriff's Office	

**FAPo RISK ASSESSMENT TOOL**

Key Risk Areas and Underlying Factors	EXAMPLES				
	Lower Risk State	Moderate Risk State	Higher Risk State	Risk Level	
				1	2
<b>AREA 1: COMPLIANCE</b> – risk of non-compliance with specific laws, regulations and other rules affecting this process and its financial reporting Characteristics of the applicable laws, regulations, policies & rules impacting financial reporting for this business process					
Level of Clarity	Clear & precise	Open to interpretation/generic	Unclear and imprecise		
Degree of maturity/stability	Well-established & time-tested	Recently enacted/evolving (<3 years)	Brand New or unestablished		
Complexity	Simple & straight forward	Involves judgement & some complexity	Highly complicated or judgmental		
<b>AREA 2: HUMAN CAPITAL</b> – risk posed by the knowledge, skills and capacities of the people involved in this process who can effect financial assistance Knowledge/familiarity of staff with process	Highly knowledgeable & familiar	Average familiarity	Staff are new or unfamiliar		
Degree of management process ownership/control	Processes fully in-sourced and under management's direct control	Mixed in & out-sourced processing or some control delegated to others	Significant outsourcing or delegation of processes to others' control		
Workload Stress	Low staff turnover; no workforce constraints or other stressors	Moderate staff turnover: some workforce constraints	High staff turnover; notable workforce constraints adding stress		
<b>AREA 3: OPERATIONS</b> – risk posed by the characteristics of the manual/automated activities & IT applications involved in this process impacting financial assistance Characteristics of the manual and automated activities & technology applications comprising this business process					
Uniformity	Highly standardized	Some variations occur	Highly variable		
Complexity	Simple & straightforward	Moderately complicated	Complicated/cumbersome/ error prone		
Regularity	Routine	Periodic/infrequent	Non-routine/Rare		
Maturity or Stability	Stable, well-established, time-tested	Evolving/in transition (<3 years)	Brand new, unestablished, unstable		
Extent of handling	One/two "Touch-points"	Multiple processing steps/applications	Many people/steps/apps involved		
Dispersion	Centralized within one location/function	Moderately dispersed among multiple locations/function	Highly dispersed among many different location/functions		
<b>AREA 4: NATURE OF TRANSACTIONS</b> – risk posed by the qualitative and quantitative characteristics of transactions generated by the process					
Transaction volume	Extensive transactions (1000+)	Many transactions (100+)	Few transactions (10+)		
Transaction Frequency	Systematic/recur on a regular basis	Happens periodically/cyclically	Happens infrequently or rarely		
Individual transaction sizes	Small dollar (< 1/1000 <sup>th</sup> of materiality)	Moderate dollar (>1/1000 <sup>th</sup> of materiality & <1/100 <sup>th</sup> of materiality)	Large dollar (>1/100 <sup>th</sup> of materiality)		
Impact of estimates on financial reporting transactions	Little/no impact of estimates/all transaction variable are known/no estimation judgement involved	Moderate impact of estimates/most transaction variables are known/some estimation judgement involved	Significant impact of estimates/some transaction variables are derived amounts/high judgement required		
Propensity for fraud, waste or misappropriation of assets or information given safeguarding or other security issues	Assets are immovable or have no intrinsic value/information is easily safeguarded/low risk of concealable theft or diversion	Assets are moveable and have some intrinsic value/information is capable of diversion/moderate risk of concealable theft or diversion	Assets are moveable and have a significant intrinsic valuable/information is capable of diversion/high risk of concealable theft or diversion		

**FAPO RISK ASSESSMENT TOOL**

<b>AREA 5: MANAGEMENT'S RECENT EXPERIENCE – indications of possible lingering risks based upon management's experience with events during the pasts 3 years</b>					
<b>Controls &amp; Compliance issues raised</b> Prior annual financial statement or other audit results	No findings related to this process	Management letters comments or other similar findings provided by auditors for this process	Reportable conditions, material weaknesses, non-compliance or "high-risk" matters cited by auditors for this process		
<b>Adjustments by auditors</b>	None	Few adjustments/not material in the aggregate	Significant number of adjustments; aggregate value of adjustments exceed planning materiality		
<b>Adjustments by management</b>	Few adjustments/routine in nature/small dollar amounts involved	Moderate adjustments/moderate dollar amounts involved	Significant number or dollar amount of adjustments required/non-routine in nature		
<b>Results of management's recent Statement of Assurance assessments</b>	No findings related to this process	Some findings, though insignificant in scale/impact	Reportable conditions, material weaknesses & no-compliance matters found by management for this process		
<b>Management's day-to-day experience</b>					
<b>Accounting errors or irregularities (known fraud)</b>	Few error/adjustments	adjustments	Significant errors/adjustments		
<b>Information available to monitor performance</b>	Readily available/useable by management on a timely basis	Somewhat available for use by management/information is of mixed quality or is untimely	Unavailable for use by management/information is hard to understand or apply on a timely basis		
<b>Typical accounting analysis needed by management in this area</b>	Few calculations/analysis	Moderate calculations/analysis	Extensive calculations/analysis		
<b>Overall nature of issues, errors or adjustments</b>	A virtually problem free area	Problems occur from time to time of varying significance	Problems persist, can be significant/demand high management intervention		
<b>AREA 6: MANAGEMENT'S CURRENT OUTLOOK – overall perceived likelihood of material adverse financial reporting risks within the next year for this process</b>					
<b>Management overall prognosis of material adverse risks for this process</b>	Remote	Reasonably Possible	More Likely than Not		

Assessment performed by: \_\_\_\_\_

Date: \_\_\_\_\_

# Single Audit Certification

## Sub-Recipient Audit Requirements of the A-133 Single Audit (§200.502)

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Agreement between the Jackson County, Missouri and the Kansas Bureau of Investigation under the Midwest HIDTA CFDA #95.001 for the period of 01/01/2018 to 12/31/2019 in the amount of \$66,153.00 .

The Kansas Bureau of Investigation is subject to the requirements of the U.S. Office of Management and Budget (OMB) Circular A-133: Audits of Dates, Local Governments and Nonprofit Organizations. As such, OMB Circular A-133 requires the Kansas Bureau of Investigation to monitor our sub recipients of federal awards and determine whether they have met the audit requirements of the circular and whether they are in compliance with federal laws and regulations. This document must be completed and signed by the fiscal agent's organization.

Accordingly, we are requesting that you circle one of the numbers below, provide all appropriate documentation regarding your organization's compliance with the audit requirements, This is part of the sub recipient's grant agreement with the Kansas Bureau of Investigation.

Name of organization: Jackson County, Missouri

Sub recipient's DUNS # 931939805 expires \_\_\_\_\_

Federal Employer Identification Number (FEIN): 446000524

Signature: 

1. We have completed our OMB Circular A-133 audit for the fiscal year ending 12/31/16

Here is the link to our audit report. emailed to T.G. 8/31/17 If material exceptions were noted please enclose a copy of the responses and corrective actions taken.

2. We expect our OMB Circular A-133 audit for the fiscal year ending 12/31/17

to be completed by 9/30/18. A copy of our audit report will be forwarded to the Kansas Bureau of Investigation within 30 days of receipt of the report.

3. We are not subject to Circular A-133 audit because:

- a) We are a for-profit organization.
- b) We expend less than \$500,000 in federal awards annually.
- c) Other (please explain): \_\_\_\_\_





## Kansas Bureau of Investigation

Kirk D. Thompson  
*Director*

Derek Schmidt  
*Attorney General*

June 18, 2018

Frank White Jr., County Executive  
Jackson County Missouri  
415 E. 12<sup>th</sup> Street  
Kansas City, Missouri 64106

Dear Mr. White:

Attached for your review and signatures are documents relating to the Jackson County Missouri Sheriff's Office's 2018 operating budget for the Midwest HIDTA Investigative Support Center Initiative.

Please review the documents carefully, as signatures are required on several separate documents. Return to our office a copy of the original signature pages. After all other signatures are acquired a copy of the signature pages only will be returned for your files.

If your agency has any prior year HIDTA funds available, those funds must be exhausted before the 2018 funds can be used.

Please forward a copy of this MOU to your fiscal office.

Thank you for your continuing support of the Midwest HIDTA.

**Award #:** G18MW0003A

**Initiative:** Midwest HIDTA Investigative Support Center

**Award Maximum:** \$66,153.00

**Award Period:** January 1, 2018 - December 31, 2019

Sincerely,

Teresa Goza  
HIDTA Accountant III  
Kansas Bureau of Investigation

# Midwest HIDTA Reimbursement Request Form

Agency

Jackson County Sheriff's Office  
3310 NE Rennau Dr, Lee Summit 64064  
44-6000524 Ord.

Dept. Code

KBI use only  
V-40393-2-002  
Grant #1810

Invoice for the month of: \_\_\_\_\_

2018 Funding Year 01/01/18 to 12/31/19  
Initiative: Midwest HIDTA ISC G18MW0003A  
**CFDA # 95.001**

Enter Data in This  
Column only

Category	2018 Allocation	Cumulative Expenses through	Expenditures This Month	Remaining Balance
Personnel	\$ 55,353.00			\$ 55,353.00
Travel	\$ 2,000.00			\$ 2,000.00
Vehicle Lease	\$ 5,600.00			\$ 5,600.00
Supplies/Fuel	\$ 3,200.00			\$ 3,200.00
<b>Total</b>	<b>\$ 66,153.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 66,153.00</b>

Agency Authorization / Date	Midwest HIDTA Authorization/Date	KBI Authorization / Date
Finance Officer Please Print Sgt. Dale L. Covey #29	Phone: 816-524-4302 ext 72237 Fax: 816-881-3877 Email form to <a href="mailto:dcovey@jacksongov.org">dcovey@jacksongov.org</a>	

Reimbursement forms are due by the 15th of the month.

Please attach all supporting documents

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office: JUL 05 2018  
 Res/Ord No.: 5116  
 Sponsor(s): Alfred Jordan  
 Date: July 16, 2018

<p>SUBJECT</p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>An ordinance authorizing the County Executive to execute an agreement with the Kansas Bureau of Investigation/ HIDTA (High Intensity Drug Trafficking Area)</u></p>																						
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$66,153.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$66,153.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>FROM: Grant Fund 010-2810</td> <td>\$</td> </tr> <tr> <td>TO: Grant Fund 010-4283</td> <td></td> </tr> <tr> <td>55010 Regular Salary</td> <td>\$55,353.00</td> </tr> <tr> <td>56140 Travel Expense</td> <td>\$2,000.00</td> </tr> <tr> <td>56630 Rental Car</td> <td>\$5,600.00</td> </tr> <tr> <td>57110 Fuel</td> <td>3,200.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:    Department: Sheriff's Office Estimated Use:</p> <p>Prior Year Budget (if applicable):    Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$66,153.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$66,153.00	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		FROM: Grant Fund 010-2810	\$	TO: Grant Fund 010-4283		55010 Regular Salary	\$55,353.00	56140 Travel Expense	\$2,000.00	56630 Rental Car	\$5,600.00	57110 Fuel	3,200.00
Amount authorized by this legislation this fiscal year:	\$66,153.00																						
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Amount budgeted for this item * (including transfers):																							
Source of funding (name of fund) and account code number:																							
FROM: Grant Fund 010-2810	\$																						
TO: Grant Fund 010-4283																							
55010 Regular Salary	\$55,353.00																						
56140 Travel Expense	\$2,000.00																						
56630 Rental Car	\$5,600.00																						
57110 Fuel	3,200.00																						
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):          #5013 September 11<sup>th</sup>, 2017          #4861 June 27<sup>th</sup>, 2016          #4736 September 16<sup>th</sup>, 2015          #4627 June 9<sup>th</sup>, 2014          #4546 July 29<sup>th</sup>, 2013          #4452 September 24<sup>th</sup>, 2012          #4341 September 12<sup>th</sup>, 2011          #4275 December 6<sup>th</sup>, 2010</p>																						
<p>CONTACT INFORMATION</p>	<p>RLA drafted by: Captain Scott Goodman Jackson County Sheriff's Office Commander (816) 541-8017</p>																						
<p>REQUEST SUMMARY</p>	<p><u>An ordinance authorizing the County Executive to execute an agreement with the Kansas Bureau of Investigation/ HIDTA (High Intensity Drug Trafficking Area)</u></p>																						

CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Bliss and Associates Fee Proposal <i>Grant Award Documents</i>	
REVIEW	Department Director: <i>[Signature]</i>	Date: <i>22 June 2018</i>
	Finance (Budget Approval): <i>[Signature]</i> <i>If applicable</i>	Date: <i>7/5/18</i>
	Division Manager: <i>[Signature]</i>	Date: <i>7-10-2018</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
D10-2810	Grant Fund - Undesignated Fund Balance	66,153

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

## Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this appropriation are available from the source indicated below.

Date: July 5, 2018

ORD # 5116

Department / Division	Character/Description	From	To
<b>Grant Fund - 010</b>			
4283 - HIDTA	45913 - Increase Revenues	66,153	
2810	Undesignated Fund Balance		66,153
2810	Undesignated Fund Balance	66,153	
4283 - HIDTA	55010 - Regular Salary		55,353
4283 - HIDTA	56140 - Travel Expense		2,000
4283 - HIDTA	56630 - Leased Vehicle		5,600
4283 - HIDTA	57110 - Fuel		3,200

 7/5/18  
Budgeting

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the Jackson County Legislature to hold a closed meeting on Monday, July 16, 2018, for the purpose of conducting privileged and confidential communications between itself and the Jackson County Counselor under section 610.021(1) of the Revised Statutes of Missouri, and closing all records prepared for discussion at said meeting.

**RESOLUTION NO. 19917**, July 16, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Monday, July 16, 2018, during the regularly scheduled meeting of the Legislature; and,

WHEREAS, public notice of such closed meeting has been given by inclusion of this Resolution on the published agenda for said meeting; and,

WHEREAS, the purpose of such closed meeting is to conduct privileged and confidential communications between the Legislature and the Jackson County Counselor concerning the status of legal actions, causes of action, and/or litigation; and,

WHEREAS, such closed meeting is allowable under section 610.021(1) of the Revised Statutes of Missouri; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature be authorized to hold a closed meeting during the regularly scheduled meeting of the Legislature on Monday, July 16, 2018, pursuant to section 610.021(1), RSMo, and closing all records prepared in connection therewith.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No.19917 of July 16, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing the County Executive to execute an agreement with Truman Medical Center for its JAM program, which are engaged in anti-drug and anti-violent crime treatment activities and purposes, at an aggregate cost to the County not to exceed \$38,000.00.

**RESOLUTION NO. 19918**, July 16, 2018

**INTRODUCED BY** Dan Tarwater III, County Legislator

WHEREAS, the voters of Jackson County, Missouri, renewed the sales tax to provide funding for the fight against illegal drugs and violent crime in our community; and,

WHEREAS, the proceeds and interest generated from this tax are deposited in a special Jackson County Anti-Drug Sales Tax Trust Fund that is segregated and not commingled with the general fund or any other special funds of the County; and,

WHEREAS, the voters and the Legislature authorized the Drug Commission, subject to approval by the Legislature, to contract with any organization or entity, whether public or private, which engages in anti-drug and anti-violent crime treatment activities; and,

WHEREAS, the Jackson County COMBAT Staff have recommended the award of an agreement to Truman Medical Center for its JAM program, which involves anti-drug and anti-violent crime treatment activities, for services from January 1, 2018, to July 31, 2018; and


WHEREAS, the execution of this agreement, in the amount of \$38,000, is in the best interests of the health, welfare, and safety of the citizens of Jackson County; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive be and hereby is authorized to execute an agreement with Truman Medical Center for its JAM program, at a cost not to exceed \$38,000, in a form to be approved by the County Counselor; and,

BE IT FURTHER RESOLVED that the Department of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the agreement.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No.19918 of July 16, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 008 4404 56789  
ACCOUNT TITLE: Anti-Drug Sales Tax Fund  
COMBAT Crime Treatment  
Outside Agency Funding  
NOT TO EXCEED: \$38,000.00

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19918

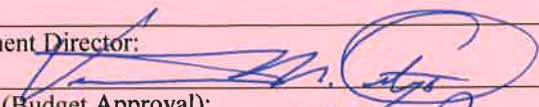


Sponsor(s): Scott Burnett

Date: July 16, 2018

**EXECUTIVE OFFICE**

JUL 02 2018

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A resolution authorizing the County Executive to execute an agreement with Truman Medical Center JAM program funded by the County's Anti-Drug Sales Tax Fund for services rendered, January – May 2018 fiscal year, which are engaged in anti-drug and anti-violence activities, at an aggregate cost to the county not to exceed \$38,000.00.</u></p>										
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$38,000.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$38,000.00</td> </tr> <tr> <td>Amount budgeted for this item *:</td> <td>\$38,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: From: 008-4404-56789- Outside Agency Funding</td> <td>\$38,000.00</td> </tr> </table> <ul style="list-style-type: none"> <li>If account includes additional funds for other expenses, total budgeted in the account is: \$3,116,859.00</li> </ul> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p>Prior Year Budget (if applicable): \$          Prior Year Actual Amount Spent (if applicable): \$2,493,984.40</p>	Amount authorized by this legislation this fiscal year:	\$38,000.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$38,000.00	Amount budgeted for this item *:	\$38,000.00	Source of funding (name of fund) and account code number: From: 008-4404-56789- Outside Agency Funding	\$38,000.00
Amount authorized by this legislation this fiscal year:	\$38,000.00										
Amount previously authorized this fiscal year:											
Total amount authorized after this legislative action:	\$38,000.00										
Amount budgeted for this item *:	\$38,000.00										
Source of funding (name of fund) and account code number: From: 008-4404-56789- Outside Agency Funding	\$38,000.00										
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):          Prior resolutions and (date): Res#19396, February 27, 2017</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by: Carol Lillis, Office Administrator, 881-1415</p>										
<p>REQUEST SUMMARY</p>	<p>A resolution authorizing the County Executive to execute an agreement with Truman Medical Center JAM program funded by the County's Anti-Drug Sales Tax Fund for services rendered, January – May, 2018 fiscal year, which are engaged in anti-drug and anti-violence, treatment activities, at an aggregate cost to the county not to exceed \$38,000.00.</p> <p><b>Background:</b> The Anti-Drug Tax Fund authorizes the County to execute agreements and contracted services for the purpose of providing substance abuse treatment, prevention, grant match and other anti-drug initiatives in the community.</p> <p>This recommendation was based on the current needs of the jail. This being presented to the Jackson County Legislators for approval as all services provided by Truman Medical Center personnel were all conducted inside the Jackson County Jail.</p>										
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<p>ATTACHMENTS</p>	<p>Quote</p>										

REVIEW	Department Director: 	Date: 6-26-2018
	Finance (Budget Approval): If applicable 	Date: 7/2/18
	Division Manager: 	Date: 6-26-18
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

This expenditure was included in the annual budget.

Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.  
There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

Funds sufficient for this expenditure will be/were appropriated by Ordinance #

Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.

This legislative action does not impact the County financially and does not require Finance/Budget approval.



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** nominating candidates for appointment to the Jackson County Sports Complex Authority, for a term to expire July 15, 2023.

**RESOLUTION NO. 19919**, July 16, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the term of the Rev. John Modest Miles as a member of the Jackson County Sports Complex Authority expires July 15, 2018, and this will result in a vacancy on the authority; and,

WHEREAS, pursuant to §64.930, RSMo 2000, and case law construing said section, in the event a vacancy exists, a panel of three nominees shall be submitted by majority vote of the County Legislature to the governor for appointment; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following nominees shall be submitted to the governor for his consideration for final appointment to fill the vacancy on the Jackson County Sports Complex Authority occasioned by the expiration of the term of the Rev. John Modest Miles, for a new term to expire July 15, 2023.

A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

and,

BE IT FURTHER RESOLVED that the Clerk of the Legislature be and hereby is directed to submit this panel to the governor by providing him a true and correct copy hereof.





**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a contract for the purchase of a TruNarc analyzer for use by the Drug Task Force to Thermo Scientific Portable Analytical Instruments of Tewksbury, MA, at an actual cost to the County not to exceed \$22,395.00, as a sole source purchase.

**RESOLUTION NO. 19920**, July 16, 2018

**INTRODUCED BY** Theresa Galvin, County Legislator

WHEREAS, the Drug Task Force desires to purchase a Thermo Scientific TruNarc analyzer; and,

WHEREAS, the portable analyzer can identify multiple narcotics and controlled substances in the field with one test and provide rapid results; and,

WHEREAS, the analyzer records and provides reports for prosecution and records; and,

WHEREAS, pursuant to section 1030.1 of the Jackson County Code, 1984, the Director of the Department of Finance and Purchasing recommends the award of this contract as a sole source; and,

WHEREAS, award as a sole source is appropriate as there is no other equipment with the capabilities of the TruNarc on the market; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of the Department of Finance and Purchasing, and that the Director be, and is hereby, authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director is authorized to make all payments, including final payment, on the contract.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

**Certificate of Passage**

I hereby certify that the attached resolution, Resolution No. 19920 of July 16, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of the Legislature

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 008 4151 58170  
ACCOUNT TITLE: Anti-Drug Sales Tax Fund  
Jackson County Drug Task Force  
Other Equipment  
NOT TO EXCEED: \$395.00

ACCOUNT NUMBER: 008 5108 58170  
ACCOUNT TITLE: Anti-Drug Sales Tax Fund  
Non-Departmental- Anti Drug  
Other Equipment  
NOT TO EXCEED: \$22,000.00

7/12/18  
Date

  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19920

Sponsor(s): Theresa Galvin

Date: July 16, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing a Contract to purchase a Thermo Scientific TruNarc Analyzer for the Drug Task Force from Thermo Scientific Portable Analytical Instruments of Tewksbury, Massachusetts in the amount of \$22,395 as a Sole Source purchase</u></p>																
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="329 558 1463 814"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$22,395</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$22,395</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$22,395</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>008-5108-58170 Anti-Drug Fund, Non-Departmental, Other Equipment</td> <td>\$22,000</td> </tr> <tr> <td>008-4151-58170 Anti-Drug Fund, Drug Task Force, Other Equipment</td> <td>\$ 395</td> </tr> <tr> <td>Total</td> <td>\$22,395</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): _____          Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$22,395	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$22,395	Amount budgeted for this item * (including transfers):	\$22,395	Source of funding (name of fund) and account code number:		008-5108-58170 Anti-Drug Fund, Non-Departmental, Other Equipment	\$22,000	008-4151-58170 Anti-Drug Fund, Drug Task Force, Other Equipment	\$ 395	Total	\$22,395
Amount authorized by this legislation this fiscal year:	\$22,395																
Amount previously authorized this fiscal year:																	
Total amount authorized after this legislative action:	\$22,395																
Amount budgeted for this item * (including transfers):	\$22,395																
Source of funding (name of fund) and account code number:																	
008-5108-58170 Anti-Drug Fund, Non-Departmental, Other Equipment	\$22,000																
008-4151-58170 Anti-Drug Fund, Drug Task Force, Other Equipment	\$ 395																
Total	\$22,395																
PRIOR LEGISLATION	<p>Prior ordinances and (date): _____          Prior resolutions and (date): _____</p>																
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>																
REQUEST SUMMARY	<p>The Drug Task Force would like to purchase the TruNarc Analyzer from Thermo Scientific Portable Analytical Instruments of Tewksbury, Massachusetts. This portable analyzer can identify multiple narcotics and controlled substances in the field with one test and rapid results. The analyzer also records and provides reports for prosecution and records.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Purchasing Department recommends the Award of this Contract as a Sole Source. Research by both the Purchasing Department and the Drug Task Force indicates there is no other equipment like this TruNarc Analyzer on the market at this time.</p>																
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																
COMPLIANCE	<p><input type="checkbox"/> MBE Goals - N/A  <input type="checkbox"/> WBE Goals - N/A  <input type="checkbox"/> VBE Goals - N/A</p>																
ATTACHMENTS	<p>A Memorandum from Dan Cummings of the Drug Task Force and a quote from Thermo Scientific Portable Analytical Instruments of Tewksbury, Massachusetts.</p>																

REVIEW	Department Director: <i>[Signature]</i>	Date: <i>7/9/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Roseman</i>	Date: <i>7/10/18</i>
	Division Manager: <i>Cheryl Peters Baker</i>	Date: <i>7/10/18</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.







## JACKSON COUNTY DRUG TASK FORCE

Date: January 23, 2018

TO: Barbara Casamento / Purchasing Supervisor  
FROM: Danny Cummings, Jackson County Drug Task Force  
SUBJECT: Sole Source Purchase

Ms. Casamento,

This request is for the purchase a Thermo Scientific TruNarc analyzer. The TruNarc analyzer is a handheld Ramen system for rapid identification of suspected narcotics without direct contact for most samples. A single test for multiple controlled substances provides Detectives with clear, definitive results for presumptive identification. The TruNarc instrument identifies narcotics, stimulants, depressants, hallucinogens and analgesics using laboratory proven Ramon spectroscopy, analyzing key drugs of abuse as well as common cutting agents, precursors as well as cathinone's (bath salts) and synthetic cannabinoids.

The identification of suspected narcotics is a critical challenge for the Task Force and Law Enforcement in general. With the TruNarc analyzer Detectives can scan a sample for multiple narcotics in a single test. Once a substance is analyzed, full results are automatically captured for reporting and evidence. Rapid results combined with automated reports streamlines prosecution, reduces administrative burdens dramatically reducing the time and expense of drug related arrests.

The TruNarc analyzer is a one of a kind item and there are no other systems that have the same capabilities for the field analysis of seized drugs. There is no Regional Distribution for the TruNarc in the State of Missouri and can only be purchased directly from Thermo Fisher Scientific.

For the above reasons I respectfully request the purchase of this equipment as a sole source purchase.

Please contact me if you have any further questions.

A handwritten signature in cursive script that reads "Cummings".

Dan Cummings, Officer-in-Charge  
Jackson County Drug Task Force  
816-503-4725 – desk  
816-935-4367 – cell  
dcummings@jcdtf.com

**Sales Quotation**

**Thermo Scientific Portable Analytical Instruments Inc.**

2 Radcliff Rd  
Tewksbury, Massachusetts 01876  
United States

<b>Quote Number</b>	<b>Created Date</b>	<b>Exp. Delivery Terms</b>	<b>Page</b>
00134331	01/23/2018	ARO	1 / 5
<b>Contact:</b>	<b>Phone</b>	<b>Payment Term</b>	<b>Valid To</b>
Scott Fitzpatrick	(979) 777-2874	Net 30	04/10/2018
<b>Inco Terms</b>		<b>Shipping Method</b>	
FOB Origin - Tewksbury, MA		Fed Ex 2nd Day	

**Submitted To:**

Dan Cummings  
Commander  
Jackson County DTF  
PO Box 392  
Blue Springs, Missouri 64015  
United States

Phone: (816) 503-4715  
Email: dcummings@jcdtf.com

THANK YOU FOR YOUR INTEREST IN THERMO SCIENTIFIC INSTRUMENTATION

To Place an Order: Contact: Phone: Fax: Email: Additional instructions, terms & conditions on last page
--

Pos.	Product Code	Product Name	Sales Price	Quantity	Total Price
10	800-01011-01	<b>TruNarc, Unlimited, Warranty - 1 Yr</b>  <i>TruNarc Unlimited Model with 1 year of warranty. Includes factory repair, loaner units when available and 24/7 technical support. Companion PC TruNarc admin software, unlimited access to TruNarc eLearning course and free basic software updates to core narcotics library are provided for the life of the instrument.</i>	USD 21,900.00	1	USD 21,900.00
20	810-01462-01	<b>TruNarc Solution Kit (Type H) - 100, English</b>  <i>TruNarc Solution Kit (Type H) for identification of Heroin and other special narcotics. Kit includes 100 Test Sticks and 100 Solution Vials with Ethanol. Note that because of the Ethanol, this product ships as a Hazardous Goods shipment.</i>	USD 495.00	1	USD 495.00
<b>Total:</b>					<b>USD 22,395.00</b>

**Important Note: Please issue POs to Thermo Scientific Portable Analytical Instruments Inc**

Federal Tax ID No.: 01-0650031  
CAGE CODE: 392A9  
DUNS #: 11-289-3131  
Bank of America ABA# for Wire Payments: 026 009 593  
Bank of America ABA# for ACH Payments: 111 000 012  
Beneficiary Account Number: 4426843850

When applicable, commodities, technology, or software to be provided in furtherance of this order shall be exported from the United States in accordance with applicable U.S export laws or regulations. Diversion contrary to US law prohibited. Unless otherwise agreed to in writing, Thermo Scientific Portable Analytical Instruments Inc. terms and conditions shall apply and take precedence.

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** authorizing and expressing support for the Rock Island Rail Corridor's grant application to the Department of Transportation's BUILD Program for construction of the Greenwood Connector.

**RESOLUTION NO. 19921**, July 16, 2018

**INTRODUCED BY** Theresa Galvin, County Legislator

WHEREAS, the County has issued \$51,950,000 in bonded indebtedness to purchase and develop the Rock Island Rail Corridor into a bicycle and pedestrian shared use path that would eventually connect to the KATY Trail and to preserve the Corridor for future multi-modal transit; and,

WHEREAS, in 2014 the County was awarded \$10,000,000.00 in Federal Surface Transportation Program grant funds in 2014 for construction of the Rock Island Rail Corridor Shared Use Path Project; and,

WHEREAS, the Rock Island Rail Corridor Shared Use Path Project is currently under construction to its southern terminus near the intersections of Scherer Road and Jefferson Street in southern Lee's Summit; and,

WHEREAS, the City of Pleasant Hill has built and is building trails (the "MOPAC" trail) to the north from the Missouri State Parks "Rock Island Spur of the Katy Trail"; and,

WHEREAS, there remains an eight-mile gap between the southern terminus of the Rock Island Rail Corridor and the KATY Trail system, passing through Lee's Summit and Greenwood, both Jackson County municipalities; and,

WHEREAS, the construction of the Greenwood Connector is vital to the goals of the Rock Island Shared Use Path, and to the many Jackson County communities that will benefit from being connected to the KATY trail; and,

WHEREAS, the County led a multi-jurisdictional effort over several months to develop a Greenwood Connector strategy, including Jackson County, the City of Greenwood, the City of Pleasant Hill, the City of Lee's Summit, the City of Kansas City, the Missouri Department of Transportation, and the Missouri Department of Conservation; and,

WHEREAS, the aforesaid stakeholders and public meeting attendees support the most direct connection between the Jackson County Rock Island shared use path and the Pleasant Hill MOPAC trail; and,

WHEREAS, the aforesaid stakeholders and public meeting attendees support separated facilities that accommodate both bicyclists and pedestrians; and,

WHEREAS, the Rails-to-Trails Conservancy recently awarded Jackson County a \$25,000.00 grant to purchase right-of-way at the end of the Rock Island Corridor for the Greenwood Connector Project; and,

WHEREAS, on March 19, 2018, this Legislature adopted Resolution 19783 on to support the Greenwood Connector Project and to examine future grant opportunities to fund the project; and,

WHEREAS, the Rock Island Rail Corridor Authority wishes to pursue a BUILD Program grant in the sum of \$12,000,000 through the Department of Transportation to fund the entirety of the Greenwood Connector project to be obligated by fiscal year 2020 and requiring no local match; now therefore,


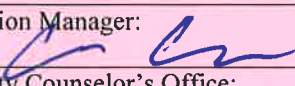
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature supports the completion of the Greenwood Connector project and authorizes the submission of a grant application to the Department of Transportation's BUILD Program for the implementation of the Greenwood Connector Project.



REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office: **JUL 05 2018**  
 Res/~~Ord~~ No.: 19921  
 Sponsor(s): Theresa Galvin  
 Date: July 16, 2018

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution in support of RIRCA's BUILD Grant application for construction of the Greenwood Connector Project.</u></p>												
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$0.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0.00</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$0.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT N/A</td> </tr> <tr> <td>N/A</td> <td>TO ACCT N/A</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input checked="" type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):          Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$0.00	Amount previously authorized this fiscal year:	\$0.00	Total amount authorized after this legislative action:	\$0.00	Amount budgeted for this item * (including transfers):	\$0.00	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT N/A	N/A	TO ACCT N/A
Amount authorized by this legislation this fiscal year:	\$0.00												
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Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT N/A												
N/A	TO ACCT N/A												
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): <u>19783 (3/19/2018)</u></p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Matt Davis, Program Coordinator, 816-503-4849</p>												
<p>REQUEST SUMMARY</p>	<p>The Rock Island Rail Corridor Authority is seeking a resolution stating the County Legislature's support for an application to the BUILD Grant Program for the purpose of funding the Greenwood Connector Project. <b>This grant program emphasizes projects in rural areas and does not require a local financial contribution for construction.</b> Jackson County would be responsible for pre-construction activities such as preliminary engineering, right-of-way acquisition, and environmental studies and permits.</p> <p>BUILD (Better Utilizing Investments to Leverage Development) is a Department of Transportation infrastructure grant program, formerly known as TIGER. RIRCA intends to apply for a \$12 million dollar grant in partnership with Missouri State Parks (Department of Natural Resources). \$9 million support the construction of the Greenwood Connector Trail, while the remaining \$3M will support the construction of a bridge in Pleasant Hill, MO on the Rock Island Spur of the Katy Trail. If awarded, this grant would pay for the entirety of the Greenwood Connector project and would connect the Jackson County Rock Island Corridor to the Katy Trail, just as Jackson County completes Phase 2 of the Shared Use Path to the Truman Sports Complex. Funds for this grant, which are programmed for Federal Fiscal Year 2018, must be obligated for construction no later than September 30, 2020.</p>												

	In addition to providing Jackson County's connection to the Katy Trail system, this grant would offer Jackson County residents more options for mobility and jobs access, provide a place for physical activity and recreation, and generate additional business and tourist income contributing to the County tax base. The BUILD Grant application follows several months of community and stakeholder engagement on the Greenwood Connector, during which several alternatives were developed and vetted. Additional community engagement would occur through project design to ensure that everyone has an opportunity to offer input on the final project design.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Greenwood Connector Map, BUILD Notice of Funding Opportunity	
REVIEW	Department Director: 	Date: 7/5/2012
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager: 	Date: 7/6/12
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



10. What actions can be taken to improve public awareness of traumatic injury as a public health issue?
11. What actions could be taken to improve the rapid extrication of motor vehicle crash patients?
12. What actions could be taken to improve the rapid transport of trauma patients?
13. What actions could be taken to improve prehospital care for pediatric trauma patients?
14. What actions could be taken to improve tribal prehospital trauma care?
15. What research is needed to improve prehospital trauma care during a mass casualty incident?
16. What is the potential role of 9–1–1 in improving prehospital trauma care outcomes?
17. What is the potential role of bystander care, such as Stop the Bleed, in improving prehospital trauma care outcomes?
18. What is the potential role of vehicle telematics in improving prehospital trauma care outcomes?
19. What is the potential role of telemedicine in improving prehospital trauma care outcomes?
20. What is the potential role of community paramedicine, mobile integrated healthcare, and other emerging EMS subspecialties in improving prehospital trauma care outcomes?
21. How could data-driven and evidence-based improvements in EMS systems improve prehospital trauma care?
22. How could enhanced collaboration among EMS systems, health care providers, hospitals, public safety answering points, public health, insurers, and others improve prehospital trauma care?
23. What are some opportunities to improve exchange of evidence based prehospital trauma care practices between military and civilian medicine?
24. Do you have any additional comments regarding prehospital trauma care?

**Authority:** 44 U.S.C. Section 3506(c)(2)(A).

Issued in Washington, DC, on April 19, 2018.

**Jeff Michael,**

*Associate Administrator, Research and Program Development.*

[FR Doc. 2018–08504 Filed 4–26–18; 8:45 am]

**BILLING CODE 4910–59–P**

## DEPARTMENT OF TRANSPORTATION

### Office of the Secretary of Transportation

#### Notice of Funding Opportunity for the Department of Transportation's National Infrastructure Investments Under the Consolidated Appropriations Act, 2018

**AGENCY:** Office of the Secretary of Transportation, DOT.

**ACTION:** Notice of funding opportunity.

**SUMMARY:** The Consolidated Appropriations Act, 2018 (Pub. L. 115–141, March 23, 2018) (“FY 2018 Appropriations Act” or the “Act”) appropriated \$1.5 billion to be awarded by the Department of Transportation (“DOT” or the “Department”) for National Infrastructure Investments. This appropriation stems from the program funded and implemented pursuant to the American Recovery and Reinvestment Act of 2009 (the “Recovery Act”). This program was previously known as the Transportation Investment Generating Economic Recovery, or “TIGER Discretionary Grants,” program and is now known as the Better Utilizing Investments to Leverage Development, or “BUILD Transportation Discretionary Grants,” program. Funds for the FY 2018 BUILD Transportation program are to be awarded on a competitive basis for projects that will have a significant local or regional impact. The purpose of this Final Notice is to solicit applications for BUILD Transportation Discretionary Grants.

**DATES:** Applications must be submitted by 8:00 p.m. E.D.T. on July 18, 2018.

**ADDRESSES:** Applications must be submitted through *Grants.gov*.

**FOR FURTHER INFORMATION CONTACT:** For further information concerning this notice, please contact the BUILD Transportation program staff via email at [BUILDgrants@dot.gov](mailto:BUILDgrants@dot.gov), or call Howard Hill at 202–366–0301. A TDD is available for individuals who are deaf or hard of hearing at 202–366–3993. In addition, DOT will regularly post answers to questions and requests for clarifications as well as information about webinars for further guidance on DOT’s website at [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants).

**SUPPLEMENTARY INFORMATION:** Many of the selection criteria of BUILD Transportation grants overlap with previous rounds of National Infrastructure Investments discretionary grants, though the program is refocused on infrastructure investment that will

make a positive impact throughout the country. The FY 2018 BUILD Transportation program will continue to give special consideration to projects located in rural areas. For this round of BUILD Transportation Discretionary Grants, the maximum grant award is \$25 million, and no more than \$150 million can be awarded to a single State, as specified in the FY 2018 Appropriations Act. Each section of this notice contains information and instructions relevant to the application process for these BUILD Transportation Discretionary Grants, and all applicants should read this notice in its entirety so that they have the information they need to submit eligible and competitive applications.

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- D. Application and Submission Information
- E. Application Review Information
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- G. Federal Awarding Agency Contacts
- H. Other Information

#### A. Program Description

The Consolidated Appropriations Act, 2018 (Pub. L. 115–141, March 23, 2018) (“FY 2018 Appropriations Act” or the “Act”) appropriated \$1.5 billion to be awarded by the Department of Transportation (“DOT” or the “Department”) for National Infrastructure Investments. Since this program was first created, \$5.6 billion has been awarded for capital investments in surface transportation infrastructure over nine rounds of competitive grants. Throughout the program, these discretionary grant awards have supported projects that have a significant local or regional impact.

The Department is committed to addressing the unmet transportation infrastructure needs of rural areas. Rural America is home to many of the nation’s most critical transportation infrastructure assets, including 444,000 bridges, 2.98 million miles of roadways, and 30,500 miles of Interstate highways. More than 55 percent of all public road miles are locally-owned rural roads. While only 19 percent of the nation’s population lives in rural areas, 49 percent of all traffic fatalities occur on rural roads (2015). In addition, Americans living in rural areas and on Tribal lands continue to disproportionately lack access to basic broadband service. The Department believes that underinvestment in rural transportation systems has allowed a slow and steady decline in the transportation routes that connect rural

American communities to each other and to the rest of the county. New investment is necessary to grow rural economies, facilitate freight movement, improve access to reliable and affordable transportation options and enhance health access and safety for residents. To address these rural transportation infrastructure needs, DOT intends to award a greater share of BUILD Transportation Discretionary Grant funding to projects located in rural areas that align well with the selection criteria than to such projects in urban areas.

## B. Federal Award Information

### 1. Amount Available

The FY 2018 Appropriations Act appropriated \$1.5 billion to be awarded by DOT for the BUILD Transportation program. The FY 2018 BUILD Transportation Discretionary Grants are for capital investments in surface transportation infrastructure and are to be awarded on a competitive basis for projects that will have a significant local or regional impact. Additionally, the Act allows for up to \$15 million (of the \$1.5 billion) to be awarded as grants for the planning, preparation or design of eligible projects. DOT is referring to any such awarded projects as BUILD Transportation Planning Grants. The FY 2018 Appropriations Act also allows DOT to retain up to \$25 million of the \$1.5 billion for award, oversight and administration of grants and credit assistance made under the BUILD Transportation program. If this solicitation does not result in the award and obligation of all available funds, DOT may publish additional solicitations.

The FY 2018 Appropriations Act allows up to 20 percent of available funds (or \$300 million) to be used by the Department to pay the subsidy and administrative costs for a project receiving credit assistance under the Transportation Infrastructure Finance and Innovation Act of 1998 ("TIFIA") program, if that use of the FY 2018 BUILD funds would further the purposes of the BUILD Transportation program.

### 2. Award Size

The FY 2018 Appropriations Act specifies that BUILD Transportation Discretionary Grants may not be less than \$5 million and not greater than \$25 million, except that for projects located in rural areas (as defined in Section C.3.ii.) the minimum BUILD Transportation Discretionary Grant size is \$1 million. There is no statutory minimum grant size, regardless of

location, for BUILD Transportation Planning grants.

### 3. Restrictions on Funding

Pursuant to the FY 2018 Appropriations Act, no more than 10 percent of the funds made available for BUILD Transportation Discretionary Grants (or \$150 million) may be awarded to projects in a single State. The Act also directs that not less than 30 percent of the funds provided for BUILD Transportation Discretionary Grants (or \$450 million) shall be used for projects located in rural areas. Further, DOT must take measures to ensure an equitable geographic distribution of grant funds, an appropriate balance in addressing the needs of urban and rural areas, and investment in a variety of transportation modes.

### 4. Availability of Funds

The FY 2018 Appropriations Act requires that FY 2018 BUILD Transportation Discretionary Grants funds are only available for obligation through September 30, 2020. Obligation occurs when a selected applicant and DOT enter into a written grant agreement after the applicant has satisfied applicable administrative requirements, including transportation planning and environmental review requirements. All FY 2018 BUILD funds must be expended (the grant obligation must be liquidated or actually paid out to the grantee) by September 30, 2025. After this date, unliquidated funds are no longer available to the project. As part of the review and selection process described in Section E.2., DOT will consider whether a project is ready to proceed with an obligation of grant funds from DOT within the statutory time provided. No waiver is possible for these deadlines.

### 5. Previous TIGER Awards

Recipients of TIGER Discretionary Grants may apply for funding to support additional phases of a project awarded funds in the TIGER program. However, to be competitive, the applicant should demonstrate the extent to which the previously funded project phase has been able to meet estimated project schedules and budget, as well as the ability to realize the benefits expected for the project.

## C. Eligibility Information

To be selected for a BUILD Transportation Discretionary Grant, an applicant must be an Eligible Applicant and the project must be an Eligible Project.

### 1. Eligible Applicants

Eligible Applicants for BUILD Transportation Discretionary Grants are State, local, and tribal governments, including U.S. territories, transit agencies, port authorities, metropolitan planning organizations (MPOs), and other political subdivisions of State or local governments.

Multiple States or jurisdictions may submit a joint application and must identify a lead applicant as the primary point of contact, and also identify the primary recipient of the award. Each applicant in a joint application must be an Eligible Applicant. Joint applications must include a description of the roles and responsibilities of each applicant and must be signed by each applicant.

### 2. Cost Sharing or Matching

Per the FY 2018 Appropriations Act, BUILD Transportation Discretionary Grants may be used for up to 80 percent of a project located in an urban area<sup>1</sup> and the Secretary may increase the Federal share of costs above 80 percent for a project located in a rural area. Urban area and rural area are defined in Section C.3.ii of this notice.

For a project located in an urban area, the Federal share of the costs for which an expenditure is made under a BUILD Transportation grant may not exceed 80 percent. Non-Federal sources include State funds originating from programs funded by State revenue, local funds originating from State or local revenue-funded programs, or private funds. Toll credits under 23 U.S.C. 120(i) are considered a non-Federal source. Unless otherwise authorized by statute, State or local cost-share may not be counted as the non-Federal share for both the BUILD Transportation grant and another Federal grant program. The Department will not consider previously-incurred costs or previously-expended or encumbered funds towards the matching requirement for any project. Matching funds are subject to the same Federal requirements described in Section F.2. as awarded funds.

### 3. Other

#### i. Eligible Projects

Eligible projects for BUILD Transportation Discretionary Grants are capital projects that include, but are not limited to: (1) Highway, bridge, or other road projects eligible under title 23, United States Code; (2) public transportation projects eligible under chapter 53 of title 49, United States

<sup>1</sup> To meet match requirements, the minimum total project cost for a project located in an urban area must be \$6.25 million.

Code; (3) passenger and freight rail transportation projects; (4) port infrastructure investments (including inland port infrastructure and land ports of entry); and (5) intermodal projects.<sup>2</sup> The FY 2018 Appropriations Act allows up to \$15 million for the planning, preparation or design of projects eligible for BUILD Transportation funding. Activities eligible for funding under BUILD Transportation Planning Grants are related to the planning, preparation, or design—including environmental analysis, feasibility studies, and other pre-construction activities—of surface transportation projects. Research, demonstration, or pilot projects are eligible only if they will result in long-term, permanent surface transportation infrastructure that has independent utility as defined in Section C.3.iii. Applicants are strongly encouraged to submit applications only for eligible award amounts.

#### ii. Rural/Urban Definition

For purposes of this notice, DOT defines “rural area” as an area outside an Urbanized Area<sup>3</sup> (UA) as designated by the U.S. Census Bureau. In this notice, an “urban area” is defined as an area inside a UA as designated by the U.S. Census Bureau.<sup>4</sup>

The Department will consider a project to be in a rural area if the majority of the project (determined by geographic location(s) where the majority of the money is to be spent) is located in a rural area. Costs incurred on an Urbanized Area border, including an intersection with an Urbanized Area, will be considered urban for the purposes of the FY 2018 BUILD Transportation Program. Rural and urban definitions differ in some other DOT programs, including TIFIA and the Nationally Significant Freight and Highway Projects Program (FAST Act § 1105; 23 U.S.C. 117).

This definition affects three aspects of the program. The FY 2018 Appropriations Act directs that (1) not less than \$450 million of the funds provided for BUILD Transportation Discretionary grants are to be used for projects in rural areas; (2) for a project

in a rural area the minimum award is \$1 million; and (3) the Secretary may increase the Federal share above 80 percent to pay for the costs of a project in a rural area.

#### iii. Project Components

An application may describe a project that contains more than one component, and may describe components that may be carried out by parties other than the applicant. DOT may award funds for a component, instead of the larger project, if that component (1) independently meets minimum award amounts described in Section B and all eligibility requirements described in Section C; (2) independently aligns well with the selection criteria specified in Section E; and (3) meets National Environmental Policy Act (NEPA) requirements with respect to independent utility. Independent utility means that the component will represent a transportation improvement that is usable and represents a reasonable expenditure of DOT funds even if no other improvements are made in the area, and will be ready for intended use upon completion of that component’s construction. All project components that are presented together in a single application must demonstrate a relationship or connection between them. (See Section D.2.iv. for Required Approvals).

Applicants should be aware that, depending upon the relationship between project components and applicable Federal law, DOT funding of only some project components may make other project components subject to Federal requirements as described in Section F.2.

DOT strongly encourages applicants to identify in their applications the project components that have independent utility and separately detail costs and requested BUILD Transportation funding for those components. If the application identifies one or more independent project components, the application should clearly identify how each independent component addresses selection criteria and produces benefits on its own, in addition to describing how the full proposal of which the independent component is a part addresses selection criteria.

#### iv. Application Limit

Each lead applicant may submit no more than three applications. Unrelated project components should not be bundled in a single application for the purpose of adhering to the limit. If a lead applicant submits more than three applications as the lead applicant, only

the first three received will be considered.

#### v. Program of Projects

Applicants that demonstrate the ability to generate additional non-Federal revenue for transportation infrastructure investment as described in Section E.1.i.h. of this notice may apply for multiple projects, exceeding the three application limit, that collectively constitute a “program of projects”. A program of projects consists of independent projects that address the same transportation challenge and whose combined benefits, including funding efficiency, are greater than if the projects are completed individually. For a program of projects, applicants must submit an application for each project within the program and describe how each project constitutes a program. Each project application within a program of projects must meet eligibility criteria described in Section C of this notice, demonstrate independent utility, and individually address the merit criteria within this notice. DOT will evaluate each application within a program of projects in the same manner in which it evaluates individual project applications. Each project within a program of projects is subject to the \$25 million award maximum and total awards cannot exceed \$150 million per State. Only applicants that generate additional non-Federal revenue as described in Section E.1.i.h. may submit applications exceeding the three application limit for consideration as a program of projects, and only one program of projects may be submitted by each eligible applicant.

### D. Application and Submission Information

#### 1. Address

Applications must be submitted to [Grants.gov](http://Grants.gov). Instructions for submitting applications can be found at [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants) along with specific instructions for the forms and attachments required for submission.

#### 2. Content and Form of Application Submission

The application must include the Standard Form 424 (Application for Federal Assistance), Standard Form 424C (Budget Information for Construction Programs), cover page, and the Project Narrative. More detailed information about the Project Narrative follows. Applicants should also complete and attach to their application the “BUILD 2018 Project Information”

<sup>2</sup> Please note that the Department may use a BUILD Transportation Discretionary Grant to pay for the surface transportation components of a broader project that has non-surface transportation components, and applicants are encouraged to apply for BUILD Transportation Discretionary Grants to pay for the surface transportation components of these projects.

<sup>3</sup> Updated lists of UAs as defined by the Census Bureau are available on the Census Bureau website at [http://www2.census.gov/geo/maps/dc10map/UAC\\_RefMap/ua/](http://www2.census.gov/geo/maps/dc10map/UAC_RefMap/ua/).

<sup>4</sup> See [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants) for a list of UAs.

form available at [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants).

The Department recommends that the project narrative follow the basic outline below to address the program

requirements and assist evaluators in locating relevant information.

I. Project Description .....	See D 2.i.
II. Project Location .....	See D 2.ii.
III. Grant Funds, Sources and Uses of all Project Funding .....	See D 2.iii.
IV. Merit Criteria .....	See D.2.iv.(1).
V. Project Readiness .....	See D.2.iv.(2) and E.1.ii.

The project narrative should include the information necessary for the Department to determine that the project satisfies project requirements described in Sections B and C and to assess the selection criteria specified in Section E.1. To the extent practicable, applicants should provide supporting data and documentation in a form that is directly verifiable by the Department. The Department may ask any applicant to supplement data in its application, but expects applications to be complete upon submission.

In addition to a detailed statement of work, detailed project schedule, and detailed project budget, the project narrative should include a table of contents, maps and graphics, as appropriate, to make the information easier to review. The Department recommends that the project narrative be prepared with standard formatting preferences (a single-spaced document, using a standard 12-point font such as Times New Roman, with 1-inch margins). The project narrative may not exceed 30 pages in length, excluding cover pages and table of contents. The only substantive portions that may exceed the 30-page limit are documents supporting assertions or conclusions made in the 30-page project narrative. If possible, website links to supporting documentation should be provided rather than copies of these supporting materials. If supporting documents are submitted, applicants should clearly identify within the project narrative the relevant portion of the project narrative that each supporting document supports. At the applicant's discretion, relevant materials provided previously to an operating administration in support of a different DOT financial assistance program may be referenced and described as unchanged. The Department recommends using appropriately descriptive file names (e.g., "Project Narrative," "Maps," "Memoranda of Understanding and Letters of Support," etc.) for all attachments. DOT recommends applications include the following sections:

i. Project Description

The first section of the application should provide a concise description of the project, the transportation challenges that it is intended to address, and how it will address those challenges. This section should discuss the project's history, including a description of any previously completed components. The applicant may use this section to place the project into a broader context of other transportation infrastructure investments being pursued by the project sponsor, and, if applicable, how it will benefit communities in rural areas.

ii. Project Location

This section of the application should describe the project location, including a detailed geographical description of the proposed project, a map of the project's location and connections to existing transportation infrastructure, and geospatial data describing the project location. If the project is located within the boundary of a Census-designated UA, the application should identify the UA.

iii. Grant Funds, Sources and Uses of Project Funds

This section of the application should describe the project's budget. This budget should not include any previously incurred expenses. At a minimum, it should include:

- (A) Project costs;
- (B) For all funds to be used for eligible project costs, the source and amount of those funds;
- (C) For non-Federal funds to be used for eligible project costs, documentation of funding commitments should be referenced here and included as an appendix to the application;
- (D) For Federal funds to be used for eligible project costs, the amount, nature, and source of any required non-Federal match for those funds;
- (E) A budget showing how each source of funds will be spent. The budget should show how each funding source will share in each major construction activity, and present that data in dollars and percentages. Funding sources should be grouped into three categories: non-Federal; BUILD;

and other Federal. If the project contains individual components, the budget should separate the costs of each project component. If the project will be completed in phases, the budget should separate the costs of each phase. The budget detail should sufficiently demonstrate that the project satisfies the statutory cost-sharing requirements described in Section C.2;

In addition to the information enumerated above, this section should provide complete information on how all project funds may be used. For example, if a particular source of funds is available only after a condition is satisfied, the application should identify that condition and describe the applicant's control over whether it is satisfied. Similarly, if a particular source of funds is available for expenditure only during a fixed time period, the application should describe that restriction. Complete information about project funds will ensure that the Department's expectations for award execution align with any funding restrictions unrelated to the Department, even if an award differs from the applicant's request.

iv. Criteria

This section of the application should demonstrate how the project aligns with the Criteria described in Section E.1 of this notice. The Department encourages applicants to either address each criterion or expressly state that the project does not address the criterion. Applicants are not required to follow a specific format, but the outline suggested below, which addresses each criterion separately, promotes a clear discussion that assists project evaluators. To minimize redundant information in the application, the Department encourages applicants to cross-reference from this section of their application to relevant substantive information in other sections of the application. The guidance in this section is about how the applicant should organize their application. Guidance describing how the Department will evaluate projects against the Merit Criteria is in Section E.1 of this notice. Applicants also should review that section before

considering how to organize their application.

(1) Merit Criteria

(a) Safety

This section of the application should describe the anticipated outcomes of the project that support the Safety criterion (described in Section E.1.i.(a) of this notice). The applicant should include information on, and to the extent possible, quantify, how the project would improve safety outcomes within the project area or wider transportation network, to include how the project will reduce the number, rate, and consequences of transportation-related accidents, serious injuries, and fatalities among transportation users, or how the project will eliminate unsafe grade crossings or contribute to preventing unintended releases of hazardous materials.

(b) State of Good Repair

This section of the application should describe how the project will contribute to a state of good repair by improving the condition or resilience of existing transportation facilities and systems (described in Section E.1.i.(b) of this notice), including the project's current condition and how the proposed project will improve it, and any estimation of impacts on long-term cost structures or impacts on overall life-cycle costs. If the project will contribute to a state of good repair of transportation infrastructure that supports border security, the applicant should describe how.

(c) Economic Competitiveness

This section of the application should describe how the project will support the Economic Competitiveness criterion (described in Section E.1.i.(c) of this notice). The applicant should include information about expected impacts of the project on the movement of goods and people, including how the project increases the efficiency of movement and thereby reduces costs of doing business, improves local and regional freight connectivity to the national and global economy, reduces burdens of commuting, and improves overall well-being. The applicant should describe the extent to which the project contributes to the functioning and growth of the economy, including the extent to which the project addresses congestion or freight connectivity, bridges service gaps in rural areas, or promotes the expansion of private economic development.

(d) Environmental Protection

This section of the application should describe how the project addresses the

environmental protection criterion (described in Section E.1.i.(d) of this notice). Applicants are encouraged to provide quantitative information, including baseline information that demonstrates how the project will reduce energy consumption, stormwater runoff, or achieve other benefits for the environment such as brownfield redevelopment.

(e) Quality of Life

This section should describe how the project increases transportation choices for individuals, expands access to essential services for people in communities across the United States, improves connectivity for citizens to jobs, health care, and other critical destinations, particularly for rural communities, or otherwise addresses the quality of life criterion (described in Section E.1.i.(e) of this notice). If construction of the transportation project will allow concurrent installation of fiber or other broadband deployment as an essential service, the applicant should describe those activities and how they support quality of life. Unless the concurrent activities support transportation, they will not be eligible for reimbursement.

(f) Innovation

This section of the application should describe innovative strategies used and the anticipated benefits of using those strategies, including those corresponding to three categories (described in Section E.1.i.(f) of this notice): (i) Innovative Technologies, (ii) Innovative Project Delivery, or (iii) Innovative Financing.

(i) Innovative Technologies

If an applicant is proposing to adopt innovative safety approaches or technology, the application should demonstrate the applicant's capacity to implement those innovations, the applicant's understanding of whether the innovations will require extraordinary permitting, approvals, or other procedural actions, and the effects of those innovations on the project delivery timeline.

(ii) Innovative Project Delivery

If an applicant plans to use innovative approaches to project delivery, applicants should describe those project delivery methods and how they are expected to improve the efficiency of the project development or expedite project delivery.

If an applicant is proposing to use SEP-14 or SEP-15 (as described in section E.1.i.(f) of this notice) the applicant should describe that proposal.

The applicant should also provide sufficient information for evaluators to confirm that the applicant's proposal would meet the requirements of the specific experimental authority program.<sup>5</sup>

(iii) Innovative Financing

If an applicant plans to incorporate innovative funding or financing, the applicant should describe the funding or financing approach, including a description of all activities undertaken to pursue private funding or financing for the project and the outcomes of those activities.

(g) Partnership

This section of the application should include information to assess the partnership criterion (described in Section E.1.i.(g) of this notice) including a list of all project parties and details about the proposed grant recipient and other public and private parties who are involved in delivering the project. This section should also describe efforts to collaborate among stakeholders, including with the private sector.

(h) Non-Federal Revenue for Transportation Infrastructure Investment

If an applicant generates additional non-Federal revenue (as described in Section E.1.i.(h) of this notice), this section should provide evidence of newly secured and committed revenue for transportation infrastructure investments and identify the source of the revenue. If new revenue for transportation infrastructure investments has not already been secured, the applicant should explain necessary steps to securing revenue and provide a timeline of key milestones leading to its commitment. To ensure new revenue does not supplant existing sources, applications should provide estimates of future revenue levels absent and, separately, with the new revenue. If applicable, this section should describe any fiscal or legal constraints that affect the applicant's ability to generate non-Federal revenue.

(2) Project Readiness

This section of the application should include information that, when considered with the project budget information presented elsewhere in the application, is sufficient for the Department to evaluate whether the project is reasonably expected to begin

<sup>5</sup> SEP-14 information is available at [https://www.fhwa.dot.gov/programadmin/contracts/sep\\_a.cfm](https://www.fhwa.dot.gov/programadmin/contracts/sep_a.cfm). SEP-15 information is available at [https://www.fhwa.dot.gov/ipd/p3/tools\\_programs/sep15\\_procedures.aspx](https://www.fhwa.dot.gov/ipd/p3/tools_programs/sep15_procedures.aspx).

construction in a timely manner. To assist the Department's project readiness assessment, the applicant should provide the information requested on technical feasibility, project schedule, project approvals, and project risks, each of which is described in greater detail in the following sections. Applicants are not required to follow the specific format described here, but this organization, which addresses each relevant aspect of project readiness, promotes a clear discussion that assists project evaluators. To minimize redundant information in the application, the Department encourages applicants to cross-reference from this section of their application to relevant substantive information in other sections of the application.

The guidance here is about what information applicants should provide and how the applicant should organize their application. Guidance describing how the Department will evaluate a project's readiness is described in Section E.1.ii of this notice. Applicants also should review that section when considering how to organize their application.

#### (a) Technical Feasibility

The applicant should demonstrate the technical feasibility of the project with engineering and design studies and activities; the development of design criteria and/or a basis of design; the basis for the cost estimate presented in the BUILD application, including the identification of contingency levels appropriate to its level of design; and any scope, schedule, and budget risk-mitigation measures. Applicants should include a detailed statement of work that focuses on the technical and engineering aspects of the project and describes in detail the project to be constructed.

#### (b) Project Schedule

The applicant should include a detailed project schedule that identifies all major project milestones. Examples of such milestones include State and local planning approvals (programming on the Statewide Transportation Improvement Program); start and completion of NEPA and other Federal environmental reviews and approvals including permitting; design completion; right of way acquisition; approval of plans, specifications and estimates; procurement; State and local approvals; project partnership and implementation agreements, including agreements with railroads; and construction. The project schedule should be sufficiently detailed to demonstrate that:

(1) All necessary activities will be complete to allow BUILD Transportation funds to be obligated sufficiently in advance of the statutory deadline (September 30, 2020 for FY 2018 funds), and that any unexpected delays will not put the funds at risk of expiring before they are obligated;

(2) the project can begin construction quickly upon obligation of BUILD Transportation funds, and that the grant funds will be spent expeditiously once construction starts, with all BUILD Transportation funds expended by September 30, 2025; and

(3) all real property and right-of-way acquisition will be completed in a timely manner in accordance with 49 CFR part 24, 23 CFR part 710, and other applicable legal requirements or a statement that no acquisition is necessary.

#### (c) Required Approvals

(1) Environmental Permits and Reviews. The application should demonstrate receipt (or reasonably anticipated receipt) of all environmental approvals and permits necessary for the project to proceed to construction on the timeline specified in the project schedule and necessary to meet the statutory obligation deadline, including satisfaction of all Federal, State and local requirements and completion of the NEPA process. Specifically, the application should include:

(a) Information about the NEPA status of the project. If the NEPA process is complete, an applicant should indicate the date of completion, and provide a website link or other reference to the final Categorical Exclusion, Finding of No Significant Impact, Record of Decision, and any other NEPA documents prepared. If the NEPA process is underway, but not complete, the application should detail the type of NEPA review underway, where the project is in the process, and indicate the anticipated date of completion of all milestones and of the final NEPA determination. If the last agency action with respect to NEPA documents occurred more than three years before the application date, the applicant should describe why the project has been delayed and include a proposed approach for verifying and, if necessary, updating this material in accordance with applicable NEPA requirements.

(b) Information on reviews, approvals, and permits by other agencies. An application should indicate whether the proposed project requires reviews or approval actions by other agencies.<sup>6</sup>

<sup>6</sup> Projects that may impact protected resources such as wetlands, species habitat, cultural or

indicate the status of such actions, and provide detailed information about the status of those reviews or approvals and should demonstrate compliance with any other applicable Federal, State or local requirements, and when such approvals are expected. Applicants should provide a website link or other reference to copies of any reviews, approvals, and permits prepared.

(c) Environmental studies or other documents, preferably through a website link, that describe in detail known project impacts, and possible mitigation for those impacts.

(d) A description of discussions with the appropriate DOT operating administration field or headquarters office regarding the project's compliance with NEPA and other applicable Federal environmental reviews and approvals.

(e) A description of public engagement about the project that has occurred, including details on the degree to which public comments and commitments have been integrated into project development and design.

(2) State and Local Approvals. The applicant should demonstrate receipt of State and local approvals on which the project depends, such as State and local environmental and planning approvals and Statewide Transportation Improvement Program (STIP) or (Transportation Improvement Program) TIP funding. Additional support from relevant State and local officials is not required; however, an applicant should demonstrate that the project has broad public support.

(3) Federal Transportation Requirements Affecting State and Local Planning. The planning requirements applicable to the relevant operating administration apply to all BUILD Transportation projects,<sup>7</sup> including

historic resources require review and approval by Federal and State agencies with jurisdiction over those resources.

<sup>7</sup> Under 23 U.S.C. 134 and § 135, all projects requiring an action by FHWA must be in the applicable plan and programming documents (e.g., metropolitan transportation plan, transportation improvement program (TIP) and statewide transportation improvement program (STIP)). Further, in air quality non-attainment and maintenance areas, all regionally significant projects, regardless of the funding source, must be included in the conforming metropolitan transportation plan and TIP. Inclusion in the STIP is required under certain circumstances. To the extent a project is required to be on a metropolitan transportation plan, TIP, and/or STIP, it will not receive a BUILD Transportation grant until it is included in such plans. Projects not currently included in these plans can be amended by the State and MPO. Projects that are not required to be in long range transportation plans, STIPs, and TIPs will not need to be included in such plans in order to receive a BUILD Transportation grant. Port, freight rail, and intermodal projects are not required to be on the State Rail Plans called for in the Passenger Rail Investment and Improvement Act of

intermodal projects located at airport facilities.<sup>8</sup> Applicants should demonstrate that a project that is required to be included in the relevant State, metropolitan, and local planning documents has been or will be included in such documents. If the project is not included in a relevant planning document at the time the application is submitted, the applicant should submit a statement from the appropriate planning agency that actions are underway to include the project in the relevant planning document.

To the extent possible, freight projects should be included in a State Freight Plan and supported by a State Freight Advisory Committee (49 U.S.C. 70201, 70202), if these exist. Applicants should provide links or other documentation supporting this consideration.

Because projects have different schedules, the construction start date for each BUILD Transportation grant must be specified in the project-specific agreements signed by relevant operating administration and the grant recipients, based on critical path items that applicants identify in the application and will be consistent with relevant State and local plans.

#### (d) Assessment of Project Risks and Mitigation Strategies

Project risks, such as procurement delays, environmental uncertainties, increases in real estate acquisition costs, uncommitted local match, or lack of legislative approval, affect the likelihood of successful project start and completion. The applicant should identify all material risks to the project and the strategies that the lead applicant and any project partners have undertaken or will undertake in order to mitigate those risks. The applicant should assess the greatest risks to the

2008, or in a State Freight Plan as described in the FAST Act. However, applicants seeking funding for freight projects are encouraged to demonstrate that they have done sufficient planning to ensure that projects fit into a prioritized list of capital needs and are consistent with long-range goals. Means of demonstrating this consistency would include whether the project is in a TIP or a State Freight Plan that conforms to the requirements Section 70202 of Title 49 prior to the start of construction. Port planning guidelines are available at [StrongParts.gov](http://StrongParts.gov).

<sup>8</sup> Projects at grant obligated airports must be compatible with the FAA-approved Airport Layout Plan, as well as aeronautical surfaces associated with the landing and takeoff of aircraft at the airport. Additionally, projects at an airport: Must comply with established Sponsor Grant Assurances, including (but not limited to) requirements for non-exclusive use facilities, consultation with users, consistency with local plans including development of the area surrounding the airport, and consideration of the interest of nearby communities, among others; and must not adversely affect the continued and unhindered access of passengers to the terminal.

project and identify how the project parties will mitigate those risks.

To the extent it is unfamiliar with the Federal program, the applicant should contact the appropriate DOT operating administration field or headquarters offices, as found in contact information at [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants), for information on the pre-requisite steps to obligate Federal funds in order to ensure that their project schedule is reasonable and that there are no risks of delays in satisfying Federal requirements.

BUILD Transportation Planning Grant applicants should describe their capacity to successfully implement the proposed activities in a timely manner.

#### (3) Benefit Cost Analysis

This section describes the recommended approach for the completion and submission of a benefit-cost analysis (BCA) as an appendix to the Project Narrative. The results of the analysis should be summarized in the Project Narrative directly, as described in Section D.2.

Applicants should delineate each of their project's expected outcomes in the form of a complete BCA to enable the Department to evaluate the project's cost-effectiveness by estimating a benefit-cost ratio and calculating the magnitude of net benefits and costs for the project. In support of each project for which an applicant seeks funding, that applicant should submit a BCA that quantifies the expected benefits of the project against a no-build baseline, provides monetary estimates of the benefits' economic value, and compares the properly-discounted present values of these benefits to the project's estimated costs.

The primary economic benefits from projects eligible for BUILD Transportation Grants are likely to include savings in travel time costs, vehicle operating costs, and safety costs for both existing users of the improved facility and new users who may be attracted to it as a result of the project. Reduced damages from vehicle emissions and savings in maintenance costs to public agencies may also be quantified. Applicants may describe other categories of benefits in the BCA that are more difficult to quantify and value in economic terms, such as improving the reliability of travel times or improvements to the existing human and natural environments (such as increased connectivity, improved public health, storm water runoff mitigation, and noise reduction), while also providing numerical estimates of the magnitude and timing of each of these additional impacts wherever possible.

Any benefits claimed for the project, both quantified and unquantified, should be clearly tied to the expected outcomes of the project.

The BCA should include the full costs of developing, constructing, operating, and maintaining the proposed project, as well as the expected timing or schedule for costs in each of these categories. The BCA may also consider the present discounted value of any remaining service life of the asset at the end of the analysis period. The costs and benefits that are compared in the BCA should also cover the same project scope.

The BCA should carefully document the assumptions and methodology used to produce the analysis, including a description of the baseline, the sources of data used to project the outcomes of the project, and the values of key input parameters. Applicants should provide all relevant files used for their BCA, including any spreadsheet files and technical memos describing the analysis (whether created in-house or by a contractor). The spreadsheets and technical memos should present the calculations in sufficient detail and transparency to allow the analysis to be reproduced by DOT evaluators. Detailed guidance for estimating some types of quantitative benefits and costs, together with recommended economic values for converting them to dollar terms and discounting to their present values, are available in the Department's guidance for conducting BCAs for projects seeking funding under the BUILD Transportation program (see [www.transportation.gov/BUILDgrants/additional-guidance](http://www.transportation.gov/BUILDgrants/additional-guidance)).

#### 3. Unique Entity Identifier and System for Award Management (SAM)

Each applicant must: (1) Be registered in SAM before submitting its application; (2) provide a valid unique entity identifier in its application; and (3) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. The Department may not make a BUILD Transportation grant to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Department is ready to make a BUILD Transportation grant, the Department may determine that the applicant is not qualified to receive a BUILD Transportation grant and use that determination as a basis for making

a BUILD Transportation grant to another applicant.

#### 4. Submission Dates and Times

##### i. Deadline

Applications must be submitted by 8:00 p.m. E.D.T. on July 18, 2018. The *Grants.gov* "Apply" function will open by June 3, 2018.

To submit an application through *Grants.gov*, applicants must:

- (1) Obtain a Data Universal Numbering System (DUNS) number;
- (2) Register with the System for Award Management (SAM) at [www.SAM.gov](http://www.SAM.gov);
- (3) Create a *Grants.gov* username and password; and
- (4) The E-Business Point of Contact (POC) at the applicant's organization must respond to the registration email from *Grants.gov* and login at *Grants.gov* to authorize the applicant as the Authorized Organization Representative (AOR). Please note that there can be more than one AOR for an organization.

Please note that the *Grants.gov* registration process usually takes 2–4 weeks to complete and that the Department will not consider late applications that are the result of failure to register or comply with *Grants.gov* applicant requirements in a timely manner. For information and instruction on each of these processes, please see instructions at <http://www.grants.gov/web/grants/applicants/applicant-faqs.html>. If applicants experience difficulties at any point during the registration or application process, please call the *Grants.gov* Customer Service Support Hotline at 1(800) 518-4726, Monday–Friday from 7:00 a.m. to 9:00 p.m. EST.

##### ii. Consideration of Applications

Only applicants who comply with all submission deadlines described in this notice and electronically submit valid applications through *Grants.gov* will be eligible for award. Applicants are strongly encouraged to make submissions in advance of the deadline.

##### iii. Late Applications

Applicants experiencing technical issues with *Grants.gov* that are beyond the applicant's control must contact [BUILDgrants@dot.gov](mailto:BUILDgrants@dot.gov) prior to the application deadline with the user name of the registrant and details of the technical issue experienced. The applicant must provide:

- (1) Details of the technical issue experienced;
- (2) Screen capture(s) of the technical issues experienced along with corresponding *Grants.gov* "Grant tracking number";

(3) The "Legal Business Name" for the applicant that was provided in the SF-424;

(4) The AOR name submitted in the SF-424;

(5) The DUNS number associated with the application; and

(6) The *Grants.gov* Help Desk Tracking Number.

To ensure a fair competition of limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) Failure to complete the registration process before the deadline; (2) failure to follow *Grants.gov* instructions on how to register and apply as posted on its website; (3) failure to follow all instructions in this notice of funding opportunity; and (4) technical issues experienced with the applicant's computer or information technology environment. After the Department reviews all information submitted and contact the *Grants.gov* Help Desk to validate reported technical issues. DOT staff will contact late applicants to approve or deny a request to submit a late application through *Grants.gov*. If the reported technical issues cannot be validated, late applications will be rejected as untimely.

#### E. Application Review Information

##### 1. Criteria

This section specifies the criteria that DOT will use to evaluate and award applications for BUILD Transportation Discretionary Grants. The criteria incorporate the statutory eligibility requirements for this program, which are specified in this notice as relevant. Projects will also be evaluated for demonstrated project readiness and benefits and costs.

##### i. Merit Criteria

Applications that do not demonstrate a likelihood of significant long-term benefits based on these criteria will not proceed in the evaluation process. DOT does not consider any merit criterion more important than the others. BUILD Transportation Planning Grant applications will be evaluated against the same criteria as capital grant applications. While the FY 2018 Appropriations Act allows funding solely for pre-construction activities, the Department will prioritize FY 2018 BUILD Transportation funding for projects which demonstrate the ability to move into the construction phase within the period of obligation. The selection criteria, which will receive equal consideration, are:

##### (a) Safety

The Department will assess the project's ability to foster a safe transportation system for the movement of goods and people. The Department will consider the projected impacts on the number, rate, and consequences of crashes, fatalities and injuries among transportation users; the project's contribution to the elimination of highway/rail grade crossings, or the project's contribution to preventing unintended releases of hazardous materials.

##### (b) State of Good Repair

The Department will assess whether and to what extent: (1) The project is consistent with relevant plans to maintain transportation facilities or systems in a state of good repair and address current and projected vulnerabilities; (2) if left unimproved, the poor condition of the asset will threaten future transportation network efficiency, mobility of goods or accessibility and mobility of people, or economic growth; (3) the project is appropriately capitalized up front and uses asset management approaches that optimize its long-term cost structure; (4) a sustainable source of revenue is available for operations and maintenance of the project and the project will reduce overall life-cycle costs; (5) maintain or improve transportation infrastructure that supports border security functions; and (6) the project includes a plan to maintain the transportation infrastructure in a state of good repair. The Department will prioritize projects that ensure the good condition of transportation infrastructure, including rural transportation infrastructure, that support commerce and economic growth.

##### (c) Economic Competitiveness

The Department will assess whether the project will (1) decrease transportation costs and improve access, especially for rural communities, through reliable and timely access to employment centers and job opportunities; (2) improve long-term efficiency, reliability or costs in the movement of workers or goods; (3) increase the economic productivity of land, capital, or labor; (4) result in long-term job creation and other economic opportunities; or (5) help the United States compete in a global economy by facilitating efficient and reliable freight movement.

Projects that address congestion in major urban areas, particularly those that do so through the use of congestion



pricing or the deployment of advanced technology, projects that bridge gaps in service in rural areas, and projects that attract private economic development, all support local or regional economic competitiveness.

(d) Environmental Protection

The Department will consider the extent to which the project improves energy efficiency, reduces dependence on oil, reduces congestion-related emissions, improves water quality, avoids and mitigates environmental impacts and otherwise benefits the environment, including through alternative right of way uses demonstrating innovative ways to improve or streamline environmental reviews while maintaining the same outcomes. The Department will assess the project's ability to: (i) Reduce energy use and air or water pollution through congestion mitigation strategies; (ii) avoid adverse environmental impacts to air or water quality, wetlands, and endangered species; or (iii) provide environmental benefits, such as brownfield redevelopment, ground water recharge in areas of water scarcity, wetlands creation or improved habitat connectivity, and stormwater mitigation.

(e) Quality of Life

The Department will consider the extent to which the project: (i) Increases transportation choices for individuals to provide more freedom on transportation decisions; (ii) expands access to essential services for communities across the United States, particularly for rural communities; and (iii) improves connectivity for citizens to jobs, health care, and other critical destinations, particularly for rural communities. Americans living in rural areas and on Tribal lands continue to disproportionately lack access and connectivity, and the Department will consider whether and the extent to which the construction of the transportation project will allow concurrent installation of fiber or other broadband deployment as an essential service.

(f) Innovation

The Department will assess the extent to which the applicant uses innovative strategies, including: (i) Innovative technologies, (ii) innovative project delivery, or (iii) innovative financing.

(i) Innovative Technologies

DOT will assess innovative approaches to transportation safety, particularly in relation to automated vehicles and the detection, mitigation,

and documentation of safety risks. When making BUILD Transportation award decisions, the Department will consider any innovative safety approaches proposed by the applicant, particularly projects which incorporate innovative design solutions, enhance the environment for automated vehicles, or use technology to improve the detection, mitigation, and documentation of safety risks.

Innovative safety approaches may include, but are not limited to:

- Conflict detection and mitigation technologies (e.g., intersection alerts and signal prioritization);
- Dynamic signaling or pricing systems to reduce congestion;
- Signage and design features that facilitate autonomous or semi-autonomous vehicle technologies;
- Applications to automatically capture and report safety-related issues (e.g., identifying and documenting near-miss incidents); and
- Cybersecurity elements to protect safety-critical systems.

For innovative safety proposals, the Department will evaluate safety benefits that those approaches could produce and the broader applicability of the potential results. DOT will also assess the extent to which the project uses innovative technology that supports surface transportation to significantly enhance the operational performance of the transportation system.

Innovative technologies include: broadband deployment and the installation of high-speed networks concurrent with the project construction; connecting Intelligent Transportation System (ITS) infrastructure; and providing direct fiber connections that support surface transportation to public and private entities, which can provide a platform and catalyst for growth of rural communities. The Department will consider whether and the extent to which the construction of the transportation project will allow concurrent broadband deployment and the installation of high-speed networks.

(ii) Innovative Project Delivery

DOT will consider the extent to which the project utilizes innovative practices in contracting, congestion management, asset management, or long-term operations and maintenance.

The Department also seeks projects that employ innovative approaches to improve the efficiency and effectiveness of the environmental permitting and review to accelerate project delivery and achieve improved outcomes for communities and the environment. The Department's objective is to achieve

timely and consistent environmental review and permit decisions. Participation in innovative project delivery approaches will not remove any statutory requirements affecting project delivery. While BUILD Transportation award recipients are not required to employ innovative approaches, the Department encourages BUILD Transportation applicants to describe innovative project delivery methods for proposed projects.

Additionally, DOT is interested in projects that apply innovative strategies to improve the efficiency of project development or expedite project delivery by using FHWA's Special Experimental Project No. 14 (SEP-14) and Special Experimental Project No. 15 (SEP-15). Under SEP-14 and SEP-15, FHWA may waive statutory and regulatory requirements under title 23 on a project-by-project basis to explore innovative processes that could be adopted through legislation. This experimental authority is available to test changes that would improve the efficiency of project delivery in a manner that is consistent with the purposes underlying existing requirements; it is not available to frustrate the purposes of existing requirements.

When making BUILD Transportation award decisions, the Department will consider the applicant's proposals to use SEP-14 or SEP-15, whether the proposals are consistent with the objectives and requirements of those programs, the potential benefits that experimental authorities or waivers might provide to the project, and the broader applicability of potential results. The Department is not replacing the application processes for SEP-14 or SEP-15 with this notice or the BUILD Transportation program application. Instead, it seeks detailed expressions of interest in those programs. If selected for an BUILD Transportation award, the applicant would need to satisfy the relevant programs' requirements and complete the appropriate application processes. Selection for a BUILD Transportation award does not mean a project's SEP-14 or SEP-15 proposal has been approved. The Department will make a separate determination in accordance with those programs' processes on the appropriateness of a waiver.

(iii) Innovative Financing

DOT will assess the extent to which the project incorporates innovations in transportation funding and finance through both traditional and innovative means, including by using private sector funding or financing and recycled

revenue from the competitive sale or lease of publicly owned or operated assets.

(g) Partnership

The Department will consider the extent to which projects demonstrate strong collaboration among a broad range of stakeholders. Projects with strong partnership typically involve multiple partners in project development and funding, such as State and local governments, other public entities, and private or nonprofit entities. DOT will consider rural applicants that partner with State, local, or private entities for the completion and operation of transportation infrastructure to have strong partnership. DOT will also assess the extent to which the project application demonstrates collaboration among neighboring or regional jurisdictions, including neighboring rural areas, to achieve local or regional benefits. In the context of public-private partnerships, DOT will assess the extent to which partners are encouraged to ensure long-term asset performance, such as through pay-for-success approaches.

DOT will also consider the extent to which projects include partnerships that bring together diverse transportation agencies or are supported, financially or otherwise, by other stakeholders that are pursuing similar objectives. For example, DOT will consider the extent to which transportation projects are coordinated with economic development, housing, water and waste infrastructure, power and electric infrastructure, broadband and land use plans and policies or other public service efforts.

(h) Non-Federal Revenue for Transportation Infrastructure Investment

The Administration believes that attracting significant new, non-Federal revenue streams dedicated to transportation infrastructure investment is desirable to maximize investment in transportation infrastructure. The Department will assess the extent that applications provide evidence that the applicant will secure and commit new, non-Federal revenue to transportation infrastructure investment.

New revenue means revenue that is not included in current and projected funding levels and results from specific actions taken to increase transportation infrastructure investment. For example, an applicant may generate new revenue through asset recycling, tolling, tax-increment financing, or sales or gas tax increases. New revenue does not include the proceeds of a new bond

issuance unless an applicant raises or commits to raising new revenue to repay the bonds. The Department will consider actions to create new revenue only if those actions occurred after January 1, 2015 or will occur in the future; it will not consider actions that occurred before January 1, 2015. For applications that propose to generate revenue over multiple years, the maximum time period that should be used is 10 years, beginning on January 1, 2018. Among otherwise similar applications, applicants that generate more new non-Federal revenue for future transportation infrastructure investment will be more competitive. The Department recognizes that applicants have varying abilities and resources to generate non-Federal revenue. If an applicant describes broader legal or fiscal constraints that affect its ability to generate non-Federal revenue, the Department will consider those constraints. As mandated by the FY 2018 Appropriations Act, the Department will not use the Federal share as a selection criterion in awarding projects.

ii. Demonstrated Project Readiness

During application evaluation, the Department may consider project readiness to assess the likelihood of a successful project. In that analysis, the Department will consider significant risks to successful completion of a project, including risks associated with environmental review, permitting, technical feasibility, funding, and the applicant's capacity to manage project delivery. Risks do not disqualify projects from award, but competitive applications clearly and directly describe achievable risk mitigation strategies. A project with mitigated risks or with a risk mitigation plan is more competitive than a comparable project with unaddressed risks.

iii. Project Costs and Benefits

The Department may consider the costs and benefits of projects seeking BUILD Transportation funding. To the extent possible, the Department will rely on quantitative, data-supported analysis to assess how well a project addresses this criterion, including an assessment of the project's estimated benefit-cost ratio and net quantifiable benefits based on the applicant-supplied BCA described in Section D.2.vi.

iv. Additional Considerations

The FY 2018 Appropriations Act requires the Department to consider contributions to geographic diversity among recipients, including the need for a balance between the needs of rural

and urban communities when selecting BUILD Transportation projects.

2. Review and Selection Process

DOT reviews all eligible applications received by the deadline. The BUILD Transportation grants review and selection process consists of at least Technical Review and Senior Review. In the Technical Review, teams comprising staff from the Office of the Secretary (OST) and operating administrations review all eligible applications and rate projects based on how well the projects align with the selection criteria. The Senior Review Team, which includes senior leadership from OST and the operating administrations determines which projects to advance to the Secretary as Highly Rated. The FY 2018 Appropriations Act mandated BUILD Transportation grant awards by December 18, 2018. To ensure the Department meets the statutory deadline specified in the FY 2018 Appropriations Act, the Department may revise the evaluation process based on the number of applications received. The Secretary selects from the Highly Rated projects for final awards.

3. Additional Information

Prior to award, each selected applicant will be subject to a risk assessment as required by 2 CFR 200.205. The Department must review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently the Federal Awardee Performance and Integrity Information System (FAPIS)). An applicant may review information in FAPIS and comment on any information about itself. The Department will consider comments by the applicant, in addition to the other information in FAPIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants.

F. Federal Award Administration Information

1. Federal Award Notice

Following the evaluation outlined in Section E, the Secretary will announce awarded projects by posting a list of selected projects at [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants). Notice of selection is not authorization to begin performance. Following that announcement, the relevant operating administration will contact the point of contact listed in the SF 424 to initiate negotiation of the grant agreement for authorization.

## 2. Administrative and National Policy Requirements

All awards will be administered pursuant to the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards found in 2 CFR part 200, as adopted by DOT at 2 CFR part 1201. Additionally, applicable Federal laws, rules and regulations of the relevant operating administration administering the project will apply to the projects that receive BUILD Transportation Discretionary Grants awards, including planning requirements, Service Outcome Agreements, Stakeholder Agreements, Buy America compliance, and other requirements under DOT's other highway, transit, rail, and port grant programs.

For projects administered by FHWA, applicable Federal laws, rules, and regulations set forth in Title 23 U.S.C. and Title 23 CFR apply. For an illustrative list of the applicable laws, rules, regulations, executive orders, polices, guidelines, and requirements as they relate to a BUILD Transportation project administered by the FHWA, please see [https://ops.fhwa.dot.gov/Freight/infrastructure/tiger/fy2016\\_gr\\_exhbt/index.htm](https://ops.fhwa.dot.gov/Freight/infrastructure/tiger/fy2016_gr_exhbt/index.htm). For BUILD Transportation projects administered by the Federal Transit Administration and partially funded with Federal transit assistance, all relevant requirements under chapter 53 of title 49 U.S.C. apply. For transit projects funded exclusively with BUILD Transportation Discretionary Grants funds, some requirements of chapter 53 of title 49 U.S.C. and chapter VI of title 49 CFR apply. For projects administered by the Federal Railroad Administration, FRA requirements described in 49 U.S.C. Subtitle V, Part C apply.

Federal wage rate requirements included in subchapter IV of chapter 31 of title 40, U.S.C., apply to all projects receiving funds under this program, and apply to all parts of the project, whether funded with BUILD Transportation Discretionary Grant funds, other Federal funds, or non-Federal funds.

## 3. Reporting

### i. Progress Reporting on Grant Activities

Each applicant selected for BUILD Transportation Discretionary Grants funding must submit quarterly progress reports and Federal Financial Reports (SF-425) to monitor project progress

and ensure accountability and financial transparency in the BUILD Transportation program.

### ii. System Performance Reporting

Each applicant selected for BUILD Transportation Discretionary Grant funding must collect information and report on the project's observed performance with respect to the relevant long-term outcomes that are expected to be achieved through construction of the project. Performance indicators will not include formal goals or targets, but will include observed measures under baseline (pre-project) as well as post-implementation outcomes for an agreed-upon timeline, and will be used to evaluate and compare projects and monitor the results that grant funds achieve to the intended long-term outcomes of the BUILD Transportation program are achieved. To the extent possible, performance indicators used in the reporting should align with the measures included in the application and should relate to at least one of the selection criteria defined in Section E. Performance reporting continues for several years after project construction is completed, and DOT does not provide BUILD Transportation Discretionary Grant funding specifically for performance reporting.

### iii. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of a selected applicant's currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the applicant during that period of time must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system (currently FAPIIS) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

## G. Federal Awarding Agency Contacts

For further information concerning this notice please contact the BUILD Transportation program staff via email at [BUILDgrants@dot.gov](mailto:BUILDgrants@dot.gov), or call Howard Hill at 202-366-0301. A TDD is available for individuals who are deaf or hard of hearing at 202-366-3993. In addition, DOT will post answers to questions and requests for clarifications on DOT's website at [www.transportation.gov/BUILDgrants](http://www.transportation.gov/BUILDgrants). To ensure applicants receive accurate information about eligibility or the program, the applicant is encouraged to contact DOT directly, rather than through intermediaries or third parties, with questions. DOT staff may also conduct briefings on the BUILD Transportation Discretionary Grants selection and award process upon request.

## H. Other information

### 1. Protection of Confidential Business Information

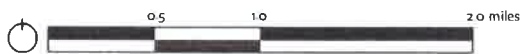
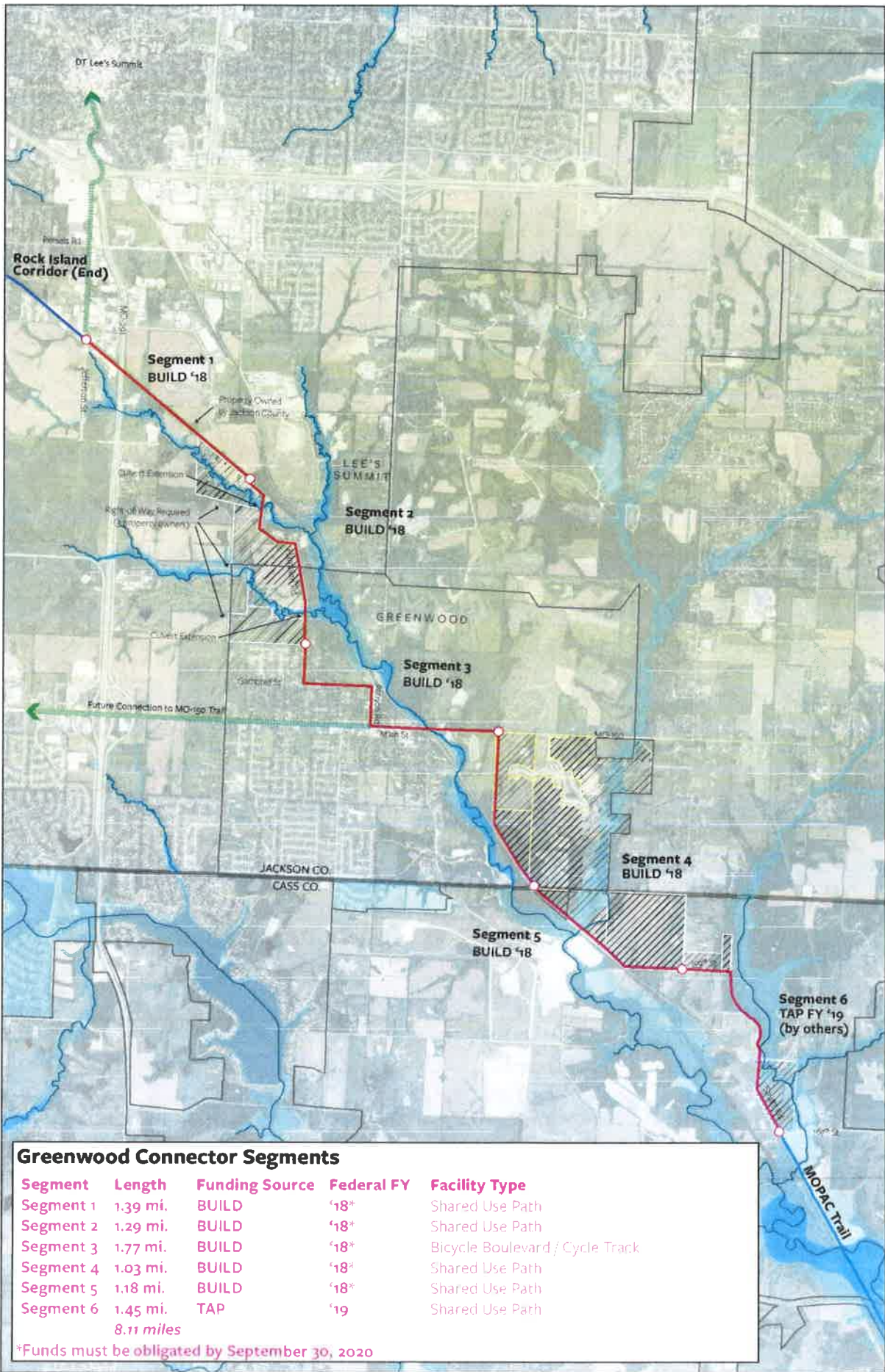
All information submitted as part of or in support of any application shall use publicly available data or data that can be made public and methodologies that are accepted by industry practice and standards, to the extent possible. If the application includes information the applicant considers to be a trade secret or confidential commercial or financial information, the applicant should do the following: (1) Note on the front cover that the submission "Contains Confidential Business Information (CBI)"; (2) mark each affected page "CBI"; and (3) highlight or otherwise denote the CBI portions. DOT protects such information from disclosure to the extent allowed under applicable law. In the event DOT receives a Freedom of Information Act (FOIA) request for the information, DOT will follow the procedures described in its FOIA regulations at 49 CFR 7.17. Only information that is ultimately determined to be confidential under that procedure will be exempt from disclosure under FOIA.

Issued on: April 20, 2018.

**Elaine L. Chao,**  
Secretary.

[FR Doc. 2018-08906 Filed 4-26-18; 8:45 am]

BILLING CODE 4910-9X-P



**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a fifty-five month term and supply contract for the furnishing of dry goods, refrigerated foods, and frozen foods for use by Parks + Rec Department to US Foods of Lenexa, KS, under the terms and conditions of the U.S. Communities Contract 42356, an existing government contract.

**RESOLUTION NO. 19922**, July 16, 2018

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department has a need for dry goods, refrigerated goods, and frozen foods for use at various locations selling concessions throughout the Parks + Rec Department; and,

WHEREAS, pursuant to section 1030.4, Jackson County Code, the Director of Finance and Purchasing recommends the award of a fifty-five month term and supply contract, for the furnishing of these concessions items to US Foods of Lenexa, KS, under the terms and conditions of U.S. Communities Contract No. 42356, an existing government contract; and,

WHEREAS, the Director of Finance and Purchasing recommends award to U.S. Foods of Lenexa, KS, under the existing government contract due to the higher volume discounts and wider availability of items offered to larger entities; and,

WHEREAS, this award is made on an as needed basis and does not obligate the County to pay any specific amount; now therefore,

WHEREAS, this award is made on an as needed basis and does not obligate the County to pay any specific amount; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing and that the Director be and hereby is authorized to execute for the County any documents necessary to the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract, to the extent that sufficient appropriations to the using spending agency are contained in the then current Jackson County budget.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No.19922 of July 16, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.

7/12/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

JUL 10 2018

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19922

Sponsor(s): Tony Miller

Date: July 16, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Fifty-Five Month Term and and Supply Contract for the furnishing of Dry Goods, Refrigerated Foods and Frozen Foods for use by Parks + Rec to US Foods of Lenexa, KS under the Terms and Conditions of the US Communities Contract 42356, an existing government contract.</u></p>																								
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>300-1666-57031 Park Enterprise – Fred Arbanas Golf Course – Resale Purch, Food</td> <td>\$22,000.00</td> </tr> <tr> <td>300-1654-57031 Park Enterprise – Recreational Programs – Resale Purch, Food</td> <td>\$12,000.00</td> </tr> <tr> <td>300-1682-57031 Park Enterprise – Adair Softball Complex – Resale Purch, Food</td> <td>\$10,000.00</td> </tr> <tr> <td>003-1606-57031 Park Special Rev – Special Recreation – Resale Purch, Food</td> <td>\$ 500.00</td> </tr> <tr> <td>300-1603-57301 Park Enterprise – Historic Sites – Resale Purch, Food</td> <td>\$ 3,000.00</td> </tr> <tr> <td>300-1657-57301 Park Enterprise – Outdoor Education – Resale Purch, Food</td> <td><u>\$ 800.00</u></td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$48,300.00</b></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: Parks + Rec Estimated Use: \$48,300.00</p> <p>This RLA only approves the term and supply contract; the funds were already appropriated through the annual budget adoption. Figures included in the background are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable):          Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		300-1666-57031 Park Enterprise – Fred Arbanas Golf Course – Resale Purch, Food	\$22,000.00	300-1654-57031 Park Enterprise – Recreational Programs – Resale Purch, Food	\$12,000.00	300-1682-57031 Park Enterprise – Adair Softball Complex – Resale Purch, Food	\$10,000.00	003-1606-57031 Park Special Rev – Special Recreation – Resale Purch, Food	\$ 500.00	300-1603-57301 Park Enterprise – Historic Sites – Resale Purch, Food	\$ 3,000.00	300-1657-57301 Park Enterprise – Outdoor Education – Resale Purch, Food	<u>\$ 800.00</u>	<b>TOTAL</b>	<b>\$48,300.00</b>
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<b>TOTAL</b>	<b>\$48,300.00</b>																								
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):          Prior resolutions and (date): 19549 (August 7, 2017)</p>																								
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Katie Bartle, Senior Buyer, 816-881-3465</p>																								
<p><b>REQUEST SUMMARY</b></p>	<p>Parks + Rec requires a Term and Supply Contract for the furnishing of Dry Goods, Refrigerated Goods, and Frozen Foods for use at various locations selling concessions throughout the Parks + Rec Department. Parks + Rec would like to utilize this U.S. Communities contract with US Foods of Lenexa, KS due to the higher dollar volume discounts offered to larger entities and/or purchasing groups.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Fifty-Five Month Term and Supply Contract, for the furnishing of Dry Goods, Refrigerated Goods, and Frozen Foods to US Foods of Lenexa, KS under the Terms and Conditions of U.S Communitites Contract No. 42356, an existing government contract. This request is for Fifty-Five Months so the contracts will run concurrently.</p> <p>The Director of Finance and Purchasing recommends the award be made under this contract due to the higher volume discounts offered to larger entities and/or purchasing groups.</p> <p>This award is made on an “as needed” basis and does not obligate Jackson County to pay any specific amounts. The availability of funds for specific purchases is subject to annual appropriations.</p>																								



CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals                      No Goals Assigned <input type="checkbox"/> VBE Goals	
ATTACHMENTS	Pertinent pages of the U.S Communities Contract 42356, Recommendation Memos from Parks + Rec, Current Pricing	
REVIEW	Department Director:	Date:
	<i>Michelle Newman</i>	7-6-18
	Finance (Budget Approval): If applicable	Date:
	<i>[Signature]</i>	7/10/18
Division Manager:	Date:	7-20-18
<i>[Signature]</i>	Date:	
County Counselor's Office:	Date:	

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

# Premier-US Foods Contract

[Home](#) [Premier - US Foods](#) [Premier - US Foods Contract](#)

Premier-US Foods Contract: Effective February 1, 2018

### Contract Documents:

Contract No. 42356

### RFP Documents:

- RFP 63-JGD10232
- RFP 63-JGD10232 Submission Instructions
- RFP 63-JGD10232 Addendum 1
- RFP 63-JGD10232 Addendum 2
- RFP 63-JGD10232 Attachment A NC State Market Basket
- RFP 63-JGD10232 Appendix A USC Market Basket
- RFP 63-JGD10232 Final Questions
- RFP 63-JGD10232 Postings Document

### Contract Documents:

- Contract No. 13924
- Contract No. 13924 Contract Amendments
- Contract No. 13924 Certificate of Liability Insurance

### RFP Documents:

- Request for Proposal PDF document
- Request for Proposal Addendum Posting Document

### Solutions

BY SUPPLIER ( [show all ->](#) )

BY CATEGORY

- Facilities
- Office & School
- Specialty
- Technology

### Main Menu

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- Government Purchasing
- Nonprofit
- Go Green Program
- Innovation Exchange

### Lead Agency:

North Carolina State University, NC

### Contract Number:

42356

5 years and 5 months initial term, February 1, 2018 - June 30, 2023  
Option to renew for (2) additional (2) year periods

### Postings

Number of suppliers who responded to RFP: 1

Posting Information:	Date Posted:
U.S. Communities: Current Solicitations	Aug 16 2017 - Oct 5, 2017
Onvia/DemandStar	Aug 16 2017 - Oct 5, 2017
North Carolina State University, NC	Aug 16 2017 - Oct 5, 2017
Canadian MERX Public Tenders	Aug 16 2017 - Oct 5, 2017
State of Hawaii and Oregon	Aug 16 2017 - Oct 5, 2017
State of Louisiana	Aug 16 2017 - Oct 5, 2017

### Premier-US Foods Prior Contract: Expires June 30, 2018

#### Lead Agency:

North Carolina State University, NC

#### Contract Number:

13924

4.5 years, December 1, 2010 to June 30, 2015  
**Contract has been extended through June 30, 2018**  
This is the last extension for this contract



#### Contract Updates

Certificate of Liability Insurance added on November 9, 2017

### Postings

Number of suppliers who responded to RFP: 2

Posting Information:	Date Posted:
U.S. Communities Web	Aug 12, 2010 - Sep 23, 2010
Canadian MERX Public Tenders	Aug 12, 2010 - Sep 23, 2010
State of Hawaii and Oregon	Aug 12, 2010 - Sep 23, 2010
Onvia Demand Star	Aug 12, 2010 - Sep 23, 2010

STATE OF NORTH CAROLINA  
WAKE COUNTY

Rev. 11/12

**NORTH CAROLINA STATE UNIVERSITY  
AGREEMENT**

**THIS AGREEMENT** ("Agreement") made and entered into by and between Premier Healthcare Alliance, L.P., 13034 Ballantyne Corporate Place, Charlotte, NC 28277, in partnership with US Foods, Inc., 1500 NC Highway 39, Zebulon, NC 27597 (hereafter referred to together as "Contractor") and NC State University, c/o Campus Enterprises, Campus Box 7307, Raleigh, North Carolina 27695-7307 ("NC State").

**WITNESSETH**

**WHEREAS**, Contractor has submitted to NC State a proposal for the performance of certain professional services; and, NC State, on behalf of itself and all states, local governments, school districts, and higher education institutions in the United States of America, and other government agencies and nonprofit organizations (in cooperation with US Communities Government Purchasing Alliance, herein "Participating Public Agencies"), competitively solicited and is awarding the referenced RFP to this Contractor. NC State has designated U.S. Communities as the administrative and marketing conduit for the distribution of the Agreement to Participating Public Agencies.

**WHEREAS**, NC State desires to enter into an agreement with the Contractor for the performance of these professional services.

**NOW, THEREFORE**, in exchange of the mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, NC State and Contractor agree as follows:

1. **Scope of Services.** Contractor shall supply NC State with food distribution and associated services (the "Services") described in the following attachments (the "Attachments"), attached hereto and incorporated by reference as if fully set forth herein, and both parties hereby agree to the terms, conditions, obligations, representations and warranties contained therein, including those General Contract Terms and Conditions contained in NC State's Request for Proposals (RFP) #63-JGD10232, dated August 15, 2017, and accepted by Contractor pursuant to its Response to RFP dated October 4, 2017:
  - (1) NC State's Request for Proposals (RFP) #63-JGD10232, dated August 15, 2017 and associated documents;
    - Submission instructions
    - Appendix A – NC State Market Basket
    - Appendix B – NC State National Market Basket
  - (2) NC State's Addendum #1 to RFP #63-JGD10232, dated August 31, 2017 and associated documents;
    - Corrected Appendix A – NC State Market Basket
    - Corrected Appendix B – National Market Basket
  - (3) NC State's Addendum #2 to RFP #63-JGD10232, dated September 13, 2017
  - (4) Contractor proposal response to the RFP, dated October 4, 2017 and associated documents;
    - Cost Response Excel Spreadsheet for NC State Market Basket
    - Cost Response Excel Spreadsheet for US Communities' National Market Basket
  - (5) NC State's Request for Clarification Number 1, dated October 12, 2017 and associated document;
    - Contractor's response, dated October 13, 2017
  - (6) NC State's Request for Clarification Number 2, dated November 8, 2017, and associated document;
    - Contractor's response, dated November 13, 2017
  - (7) NC State's Request for Clarification Number 3, dated November 15, 2017, and associated document;
    - Contractor's response, dated November 16, 2017
  - (8) NC State's Request for Clarification Number 4, dated November 20, 2017, and associated document;
    - Contractor's responses, Part 1 and Part 2 both dated November 20, 2017.
  - (9) NC State Letter to Contractor indicating an intent to award the RFP.

In the event of conflict among the terms contained in the above referenced documents, the order of precedence, beginning with first to last, shall be the General Contract Terms and Conditions contained



# US Foods Ordered by Fred Arbanas Golf Course

Fred Arbanas

Sysco Item #	Description	Pack Size	Price
<b>DRY GOODS</b>			
4879250	Gatorade Grape G2	24/20 oz	\$19.07
(+ 5 additional flavors)	8235061, 1204361, 2204360, 4876785, 8204505		
5601679	Chip, Lays Regular	64/1.5	\$28.95
(+7 additional flavors)	5605274, 5597968, 5597851, 5603857, 5585443, 5597935, 5605472)		
683706	Chip, Rachels Jalapeno	48/1.5	\$22.04
1204932	Snack Bar, Rice Crispy	4 /20/1.3	\$34.41
7321458	Ketchup, Heinz	6/114 oz	\$27.70
8674566	Sparkling Ice, Black Rasp	12/17 oz	\$9.15
8706988	Chip, Metro Deli BBQ	55/1.5 oz	\$22.45
9377573	Wrap, Cushion Foil	5/500	\$130.99
7302789	Sugar Sub Packet Splenda	2000	\$21.23
3136199	Sugar Sub Packet Sweet'nLow	2000	\$15.31
4607097	Sweet Pickle Relish	4/1 gal	\$33.34
1528504	Miracle Whip	4/1 gal	\$28.48
8321457	Mustard Heinz	6/104 oz	\$23.25
9986423	Snack Trail Mix Plantars	72/2 oz	\$34.50
<b>FROZEN</b>			
8124265	Johnsonville Brat	2/5 lb	\$30.87
1330083	Patuxent Farms Dog 4/1	10 lb.	\$23.67
3103678	Polish Sausage, Farmland	10 lb.	\$23.88
3718020	Dough, Snack Bar Otis Spunkmeyer	60/3 oz	\$41.59
7017759	Cinnamon Roll, Sara Lee	24/3.875 oz	\$19.59
7382666	Chicken, Diced	10 lb.	\$38.83
8961401	Dough, Best Maid CC Cookie	108/4 oz	\$60.44
4058707	Muffin, Banana Nut Otis Spunkmeyer	24/4 oz	\$12.98
6508830	Brownie, Chunk Drizzled 3 oz	30/3 oz	\$16.07
1327261	Beef Patty 80/20 1/2"	30/5.33 oz	\$25.55
5058680	Muffin, Blueberry, Otis Spunkmeyer	24/4 oz	\$13.17
<b>REFRIGERATED</b>			
1278860	Turkey breast, Jennie-O	6/2 lb.	\$34.85
5396536	Sauerkraut, Bag	12/2 lb	\$20.84
2971551	Ham .67 oz slice Hillshire	6/2 lb.	\$32.78
9367863	Onion	5 lb	\$10.75
4310110	Cheese, Am Sharp 120 count	4/5lb.	\$45.08
2045021	Pickle, Dill Kosher Crinkle-Cut Long	5 Gallon	\$28.80

# US Foods Ordered

## by Fred Arbanas Golf Course

by Fred Arbanas Golf Course			
<b>DISPOSABLES</b>			
2947414	16 oz. Translucent Cup	12/80	\$39.81
8493454	Napkin, XPRESSNAP	12/500	\$35.93
4002044	Lid, 12-24 Dart	10/100	\$10.85
4829289	Film, Cling 18/2000	1 roll	\$12.92
6969703	Glove, Latex, Med	10/100	\$29.03
2956217	Cup, Pet Plastic 16 oz Cold	10/70	\$43.83
6805105	Tray, Paper board 1 lb	4/250	\$19.55
9077850	Cup Paper 4 oz. Cone	25/200	\$38.53
6427207	Cup, Coca-Cola Stock Print	20/25	\$24.86
2002046	16 oz. Cup, Cart	40/25	\$26.25
9424318	Lid, Dome Coffee WinCup	10/1000	\$35.15
2119840	12 oz. cup, Simplicity	25/40	\$35.07
6805832	Tray, Paper board 3 lb	2/250	\$18.56

US Food Items	Price per case	Brand / Case Size / Ounce	Product Number
<b>Dry Goods</b>			
Hot Cocoa Mix	\$31.94	Swiss Miss Pouches (6) 50 count boxes, each pouch .73oz	2688547
Coffee	\$38.57	Rituals 21 packages containing (2) 2oz coffee pouches	5652813
Nacho Cheese Sauce	\$35.65	Harvest (6) #10 cans	6113455
Roasted Salted Peanut Packs	\$18.07	Planters 4 doz 1.75 oz	9986647
Jalapeno Peppers Sliced for Nachos	\$29.41	Harvest (6) #10 cans	7365012
Tortilla Chips Yellow Round	\$15.34	Del Pasdo (6) 2lb Bags	9705594
9" Paper Plate White Round	\$15.65	Winterfield (10) 100 piece packages	3576915
5.87" Paper Plate White Round	\$35.53	Monogram (4) 250 plates per pack	6789887
Tray, Plastic Nacho 6x5x1.5 clear	\$18.65	Dart (24) packs 125 each	1205194
1.75 oz to 2.0oz bagged Chips	\$28.95	Lays 64 units each	5597604
Yellow Mustard Pouch	\$8.60	Sauer's (500) each 5.5 grams	5939129
Mayonaise Pouch	\$11.77	Sauer's (200) each 12 grams	5939160
Relish Pouch	\$10.69	Monarch (200) each 9 grams	6329213
Ketchup Pouch	\$23.08	Hunts 1000 each 9 grams	8011397
Pop Corn Raw Kit w/Oil & Salt	\$22.20	Fancy Farm (36) 8 oz packs	9089079
Napkin, Dispenser Tall Fold White	\$35.99	HyNap (40) 250 napkins per pack	2003705
Cup, Plastic 4 oz clear for cheese sauce	\$33.89	Dart (20) 125 per pack	367441
Foil wraps for hot dogs	\$47.38	Monogram 14x16 flat pack	6825970
Cinnamon Sticks	\$78.61	Packer-FI-UT	2780773
12 oz foam cups	\$18.35	Dart - 1000/case	3055258
8 oz foam cups	\$13.22	Dart - 1000/case	9122441
Lard	\$32.59	Ventura - 50lb box	609933
<b>Refrigerated Goods</b>			
Bacon Strips	\$38.62	Patuxent 150 slices each	1330257
Whole Kasher Dill Pickles	\$27.11	Monarch 75-80 Count Bucket	9376859
Ranch Dressing	\$14.68	Ken's (100) 1.5oz packs	4244166
American Cheese Slices	\$39.45	Glenview Farm (4) 5lb blocks 160 count each	7291972
<b>Frozen</b>			
5" Pizza Pepperoni	\$22.80	Tony's (24) 5.57oz	1010867
5" Pizza Cheese	\$22.89	Tony's (24) 4.98oz	2000917
Egg Sausage Cheese Breakfast Sandwich	\$16.61	Jimmy Dean (12) 4.9 oz	1426048
King Soft Baked Frozen Pretzel	\$25.96	Super Pretzel (50) 5 oz	2011278
Chocolate Chip Muffin	\$12.71	Spunkmeyer (24) 4 oz	1058718
4:1 Hot Dog All Beef 6"	\$22.41	Patuxent 10lb (40)	1330083

8:1 Hot Dog Chicken and Pork 6"	\$18.07	Farmland 10lb (80)	3226735
Polish Sausage 3.2 oz 6" link	\$23.31	Patuxent (5) 2lb packages 3.2 oz each	7358229
Ground Steak Burger Beef Patty	\$59.34	Cattleman Select (53)	5383054
Chicken Wings 1&2 JT Buffalo Jumbo	\$41.51	Patuxent (2) 5lb Bags	5695606
Big Cookie	\$26.67	Best Maid (72) 2 oz cookies per case	8943086
Snickerdoodle Cookie	\$26.67	Best Maid (72) 2 oz cookies per case	8943102
<b>Beverages</b>			
Apple Cider	\$31.20	Thirster (4) 1 gallon bottles per case	765248





## JACKSON COUNTY Parks + Rec

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
MakeYourDayHere.com

Michele Newman, Director  
(816) 503-4800  
Fax: (816) 795-1234

July 2<sup>nd</sup>, 2018

RE: 1603 and 1657 US Foods purchases

1603-Historic Sites, would like to use the US Foods contract using account 300-1603-57031 to buy \$3000 worth of products in 2018.

1657-Outdoor Education, would like to use the US Foods contract using account 300-1657-7160 to buy \$800 worth of products in 2018.

Please let me know if you have any questions.

Thank you,  
Stephanie L. Thompson  
Administrative Assistant  
Jackson County Parks + Rec  
Historic Sites and Outdoor Education



*Frank White, Jr., County Executive*

# Memorandum

**To:** Katie Bartle, Senior Buyer  
**From:** Bob McMillin, Superintendent of Golf/Marina's  
**Date:** June 11, 2018  
**Re:** US Foods Term and Supply Contract

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The Arbanas Golf Course recommends awarding US Foods with a term and supply contract to provide Dry Goods, Refrigerated Foods and Frozen Foods for use at Fred Arbanas Golf Course . Pricing through the US Communities Contract has been fair and equitable and US Foods provides excellent customer service.

## Projected Spending

300-1666-57031    \$22,000

# Memorandum

**To:** Katie Bartle, Senior Buyer  
**From:** Tina Spallo, Superintendent of Recreation  
**Date:** June 7, 2018  
**Re:** US Foods Term and Supply Contract

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The Recreation division recommends awarding US Foods with a term and supply contract to provide Dry Goods, Refrigerated Foods and Frozen Foods for use at Adair Park Concession, Frank White, Jr. Concession, Special Populations Picnics and Silver Screen on the Sand Concessions. Pricing through the US Communities Contract has been fair and equitable and US Foods provides excellent customer service.

#### Projected Spending per division

300-1654-57031	\$12,000
300-1682-57031	\$10,000
003-1606-57031	\$500.00