

MARC SOLID WASTE MANAGEMENT DISTRICT
GRANT ASSISTANCE AGREEMENT (GAA)

FY2012

Grant #E2012-016

The MARC Solid Waste Management District (hereafter referred to as the 'District') hereby agrees to grant up to \$15,000 to Jackson County (hereafter referred to as the Sub-grantee) to implement the project titled *Eastern Jackson County Yard Waste Survey*. The Sub-grantee agrees that it will administer this agreement in accordance with:

- a) Sub-grantee application dated 10/06/11;
- b) Sub-grantee budget plan, work plan and time line (attached);
- c) MARC SWMD Special Terms and Conditions (Attachment 1);
- d) MDNR General Terms and Conditions (Attachment 2);
- e) Funding Acknowledgement (Attachment D)

Budget Period

January 1, 2012 – December 31, 2012

The Sub-grantee agrees to complete the activities described above on the dates specified. All activities will be completed by the end of the grant period.

Sub-grantee Authorized Official:

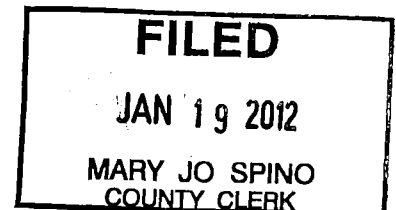
Michael D. Sanders, Jackson County Executive, 816-881-3133
415 E. 12th Street, Kansas City, Mo 64106
E-mail: msanders@jacksongov.org

Sub-grantee Project Manager:

Sandy Aguirre Mayer, Special Projects Coordinator, 816-881-3282
415 E. 12th Street, Kansas City, Mo 64106
E-mail: smayer@jacksongov.org

Project Title and Description: The *Eastern Jackson County Yard Waste Survey* project will fund a survey of eastern Jackson communities including Blue Springs, Grain Valley, Oak Grove, Buckner, Lone Jack, Lake Lotawana and unincorporated Jackson County to gauge the level of interest in using a drop-off yard waste facility.

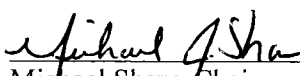
Project Funding	Amount	Percent
District Award	\$15,000	80
Sub-grantee Match	\$3,750	20
Total Project Cost	\$18,750	100
15% Retainage	\$2,250	

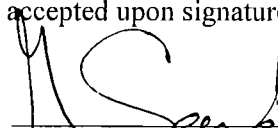


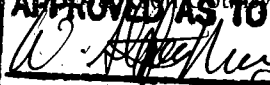
Specific Project Conditions

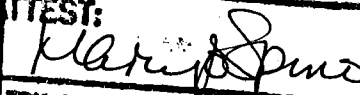
The grantee agrees to accept and comply with the following conditions as approved by the MARC SWMD executive board on November 09, 2011. **Letters of support from those communities that will be surveyed are required before any costs are incurred.**

The assistance as described herein is hereby offered and accepted upon signature of authorized officials:

 Date 1/18/12
Michael Shaw, Chair
MARC Solid Waste Management District

 Date 1/19/12
Michael D. Sanders, County Executive

APPROVED AS TO FORM: 
COUNTY COUNSELOR

ATTEST: 
MARY JO SPINO
COUNTY CLERK

**SPECIAL TERMS AND CONDITIONS
MARC SWMD GRANT PROGRAM**

Subgrantee shall
initial on lines
provided

ATTACHMENT 1

I Reporting

MS **Quarterly Reports**

Quarterly reports are due on April 15, 2012; July 15, 2012; October 15, 2012 and January 15, 2013. A final report is due January 15, 2013. As a reminder, reports must be printed on recycled content paper with at least 30% post consumer content and double-sided. Reports must be submitted in hard copy with appropriate signature.

MS **Late Report Penalties for Subgrantees**

If the district does not receive quarterly or final reports within seven (7) days from the due date stipulated in the grant assistance agreement's special terms and conditions, the subgrantee is considered out of compliance. Within those seven (7) days, the subgrantee may either submit the late report or negotiate an alternate due date with the grant administrator. If no contact has been initiated by the subgrantee to negotiate an alternate due date, the district will send a warning letter to inform the subgrantee of noncompliance and possible fiscal penalty measures.

If the report is not received within fourteen (14) days from the original due date or upon the negotiated due date, fiscal penalties may be incurred, effective immediately, in the amount of two percent (2%) of the original grant award and remain in effect at the rate of one percent (1%) per week until the outstanding report(s) is received and accepted by the grant administrator.

The grant administrator will obtain authorization from the grant review committee chair to implement the penalty phase and inform the executive board. The subgrantee will be notified by certified letter that the penalty phase is in effect. Noncompliance of reporting requirements will be noted in the subgrantee's record for consideration of future grant awards. Extreme cases may be taken before the executive board for further resolution.

MS ***II Acknowledgements and Publications***

Subgrantees receiving grant funding shall identify the MARC Solid Waste Management District and the Missouri Department of Natural Resources as a funding source on all publications and other materials intended for distribution. Attachment D provides specifications for using the MDNR and MARC SWMD logos. Logos are available on the MARC website.

MS District staff shall review draft copies of all publications, scripts, and other printed materials that are intended for distribution and are financed, wholly or in part, by agreement funds.

For acknowledgements, Item S, *Mandatory Disclosures*, page 21 of Attachment 2 is hereby amended to include the MARC Solid Waste Management District as a funding source.

MS ***III Reimbursements***

The District shall retain 15% of the funds awarded to the project until the final report has been provided to the district and has been approved.

MS Grant project expenses will be reimbursed only upon receipt of proper source documentation. Documentation must include proof of purchase and proof of payment. Accepted are:

- Paid invoices
- Paid receipts
- Credit card statements indicating payment
- Cancelled checks
- Appropriate electronic verification of cancelled checks
- Employee time sheets
- Accounting payroll sheets

IV Project Modifications

The subgrantee agrees to comply with the following requirements to modify or extend the stated project:

WGS **Time Extensions:** An extension of the project time must be requested in writing sixty (60) days prior to the end of the grant period. Materials providing adequate justification for the extension and a revised time line must accompany a request for an extension. All extensions must receive District approval thirty (30) days prior to the end of the grant period.

WGS **Budget Revisions:** Subgrantees must request and receive prior approval to transfer funds from a direct cost budget category (ies) when the cumulative amount of such transfers exceed or are expected to exceed ten percent of the requested funds. Notification to district staff is to be made whenever a sub-grantee makes a revision of less than ten percent.

WGS **Scope of Work Revisions** Changes to the scope of services described in the agreement must receive prior approval from district staff. Approved changes in the scope of work or budget shall be incorporated in a written amendment to the agreement.

V Security Interest N/A

WGS **N/A** The sub-grantee agrees that any equipment purchased pursuant to this agreement shall be used for the performance of services under this agreement during the term of this agreement and four (4) years thereafter. A security interest agreement between the District and the Subgrantee will be executed.

WGS **N/A** The sub-grantee will pay all applicable filing and termination fees associated with UCC filings, certificate of title or a deed of trust. The security interest of the District shall decrease at a rate of 20% of the provided funding per year for equipment and at a decreased rate of 10% of the provided funding per year for buildings and site improvements.

WGS **N/A** The sub-grantee shall annually submit a report as provided by the district certifying that the intended use of the equipment, buildings, and/or site improvements are for project activities. Proof of insurance and tonnages diverted shall be reported annually.

For equipment and buildings/site improvements, Item C(3)(xii), *Method of Payment*, Attachment 2, page 4, (Missouri Department of Natural Resources, General Terms and Conditions) is hereby amended to reflect the change in the length of time a security interest is maintained.

For rate of decrease, Item M(3)(ii), *Equipment*, of Attachment 2, page 12, is hereby amended to reflect the change in the percentage of the declining interest.

VI Bidding Requirements

WGS As recipients of Solid Waste Management Fund financial assistance, sub-grantees are required to obtain bids for all purchases according to the schedule defined in the Revised Statutes of Missouri (RSMo) 34.040. Documentation of bids must be provided to the District.

To paraphrase this statute:

Purchases of \$0-3,000.00	DO NOT REQUIRE BIDS
Purchases of \$3,001.00-24,999.00	REQUIRE COMPETITIVE BIDS, BUT DO NOT HAVE TO BE ADVERTISED.
Purchases of \$25,000.00 or Higher	REQUIRE COMPETITIVE BIDS, ADVERTISED IN AT LEAST TWO DAILY NEWSPAPERS AT LEAST FIVE DAYS BEFORE BID OPENING.

VII E-Verify Filing Requirement – Applicable for this project

WGS For those grants which provide services, the sub-grantee must certify their business status in accordance with RS MO 285.525 (Attachment C). Sub-grantee and subcontractors will be required to submit the appropriate form and notarization before project costs are incurred.