

Find your New UEI (Unique Entity Identifier)

Quickly Renew a SAM Registration

View NAICS Codes

Find your **CAGE Code**

View Set-Aside Certifications

View PSC Codes

View Points of Contact

View **SAM Expiration Date**

View Business Address

REGISTRATION STATUS: ACTIVE

PAYMENTS FOR CONTRACTS & GRANTS WILL NOT BE AWARDED OR PROCESSED AFTER:

12-12-2023

PINELLAS, COUNTY OF

Renew Registration Now

Auria Oliver

Legal Business Name: PINELLAS, COUNTY OF

Legal Business Address: 315 COURT ST RM 601
CLEARWATER, undefined, USA, 33756-5165

Email: FOUO Only

Phone: FOUO Only

Fax: FOUO Only

Mailing Address: 400 S. Fort Harrison Avenue
CLEARWATER, FL, USA, 33756-5338

DUNS: undefined

UEI: R37RMC63XKG1

CAGE: null

Status: Active

Purpose Of Registration: All Awards

Electronic Business POC:

Name: Auria Oliver

Email: FOUO Only

US Phone: FOUO Only

US Phone Ext: FOUO Only

Fax: FOUO Only

Address: 400 S. Fort Harrison Avenue
Clearwater, FL, USA, 33756-5338

Govt. Business POC:

Name: Auria Oliver

Email: FOUO Only

US Phone: FOUO Only

US Phone Ext: FOUO Only

Fax: FOUO Only

Address: 400 S. Fort Harrison Avenue
Clearwater, FL, USA, 33756-5338

PSC Codes:

NAICS Codes:

921120 - Legislative Bodies

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
☒ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

A-00402120

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:** Pinellas, County of

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000800

*** c. UEI:**

R37RMC63XKG1

d. Address:

*** Street1:** c/o Office of Management and Budget

Street2: 400 South Fort Harrison Avenue, 3rd Floor

*** City:** Clearwater

County/Parish: Pinellas

*** State:** FL: Florida

Province:

*** Country:** USA: UNITED STATES

*** Zip / Postal Code:** 33756-5113

e. Organizational Unit:

Department Name:

Public Works

Division Name:

Environmental Mgmt Air Quality

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms.

*** First Name:** Sheila

Middle Name: E.

*** Last Name:** Schneider

Suffix: MSCM

Title: Environmental Division Manager

Organizational Affiliation:

Air Quality Division Manager

*** Telephone Number:** (727) 464-4655

Fax Number:

*** Email:** sschneider@pinellas.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.001

CFDA Title:

Air Pollution Control Program Support

* 12. Funding Opportunity Number:

EPA-CEP-01

* Title:

EPA Mandatory Grant Programs

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Areas Affected by Project_Section 105.pdf

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Air Pollution Control, Program support -- CAA Section 105; Ambient monitoring, compliance inspections & enforcement, etc.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="406,190.00"/>
* b. Applicant	<input type="text" value="701,300.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="246,500.00"/>
* g. TOTAL	<input type="text" value="1,353,990.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Section 105 Air Pollution Control Program FY24	66.001	\$	\$	\$ 406,190.00	\$ 701,300.00	\$ 1,107,490.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 406,190.00	\$ 701,300.00	\$ 1,107,490.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Section 105 Air Pollution Control Program FY24				
a. Personnel	\$ 502,708.00	\$	\$	\$	\$ 502,708.00
b. Fringe Benefits	329,776.00				329,776.00
c. Travel	11,300.00				11,300.00
d. Equipment	0.00				0.00
e. Supplies	24,980.00				24,980.00
f. Contractual	0.00				0.00
g. Construction	0.00				0.00
h. Other	43,675.00				43,675.00
i. Total Direct Charges (sum of 6a-6h)	912,439.00				\$ 912,439.00
j. Indirect Charges	195,051.00				\$ 195,051.00
k. TOTALS (sum of 6i and 6j)	\$ 1,107,490.00	\$	\$	\$	\$ 1,107,490.00
7. Program Income	\$ 246,500.00	\$	\$	\$	\$ 246,500.00

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Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Section 105 Air Pollution Control Program FY24	\$ 701,300.00	\$	\$ 246,500.00	\$ 947,800.00
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 701,300.00	\$	\$ 246,500.00	\$ 947,800.00
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 406,190.00	\$ 101,547.00	\$ 101,547.00	\$ 101,548.00	\$ 101,548.00
14. Non-Federal	\$ 701,300.00	\$ 175,325.00	\$ 175,325.00	\$ 175,325.00	\$ 175,325.00
15. TOTAL (sum of lines 13 and 14)		\$ 1,107,490.00	\$ 276,872.00	\$ 276,873.00	\$ 276,873.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	Section 105 Air Pollution Control Program	\$ 406,190.00	\$	\$	\$
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 406,190.00	\$	\$	\$
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: \$912,439 See attached Obj. Class Cat. Worksheet		22. Indirect Charges: \$195,051 See attached Obj. Class Cat. Worksheets			
23. Remarks:		(\$246,500 estimated FY 2024 Program Income deducted from the total project costs to reduce the Federal award and non-Federal entity contributions \$57,950 Personnel costs, \$38,016 Fringe costs,\$128,050 Equipment costs, \$22,484 Indirect costs)			

Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 0.5 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. Unique Entity Identifier (UEI):

C. Applicant/Recipient Point of Contact

Name: Phone: Email:

Title:

II. Is the applicant currently receiving EPA Assistance? ☒ Yes ☐ No

III. List all pending civil rights lawsuits and administrative complaints filed under federal law against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints, unless covered by 40 C.F.R. Parts 5 and 7.)

None

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that alleged discrimination under federal law based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints, unless covered by 40 C.F.R. Parts 5 and 7.)

None

V. List all civil rights compliance reviews of the applicant/recipient conducted under federal nondiscrimination laws by any federal agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

None

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

☐ Yes ☒ No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

☐ Yes ☐ No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95)

☒ Yes ☐ No

a. Do the methods of notice accommodate those with impaired vision or hearing?

☒ Yes ☐ No

b. Is the notice posted in a prominent place on the applicant's/recipient's website, in the offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?

☒ Yes ☐ No

c. Does the notice identify a designated civil rights coordinator?

☒ Yes ☐ No

VII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or disability status of the population it serves? (40 C.F.R. 7.85(a)) ☒ Yes ☐ No

VIII. Does the applicant/recipient have a policy/procedure for providing meaningful access to services for persons with limited English proficiency? (Title VI, 40 C.F.R. Part 7, *Lau v Nichols* 414 U.S. 563 (1974)) ☒ Yes ☐ No

X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

Pinellas County dba Board of County Commissioners is a local county government entity with more than 15 employees. Jeffery Lorick, Director, Director of the Pinellas County Office of Human Rights, is the County's Title VI/ADA/Human Rights Officer. Contact Information: 400 S. Ft. Harrison Ave., Clearwater, FL 33756
jlorick@pinellas.gov (727) 464-5356.

XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or applicant's/recipient's website address for, or a copy of, the procedures.

Pinellas County dba Board of County Commissioners is a local county government entity with more than 15 employees.
Grievance Procedures: <https://pinellas.gov/title-vi-policy-and-grievance-procedure> AND <https://pinellas.gov/ada-and-section-504-grievance-procedure/>

For the Applicant/Recipient

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

Kelli Hammer Levy
Kelli Hammer Levy (Jul 12, 2023 11:52 EDT)

B. Title of Authorized Official

Public Works Director

C. Date

Jul 12, 2023

For the U.S. Environmental Protection Agency

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

Pinellas County

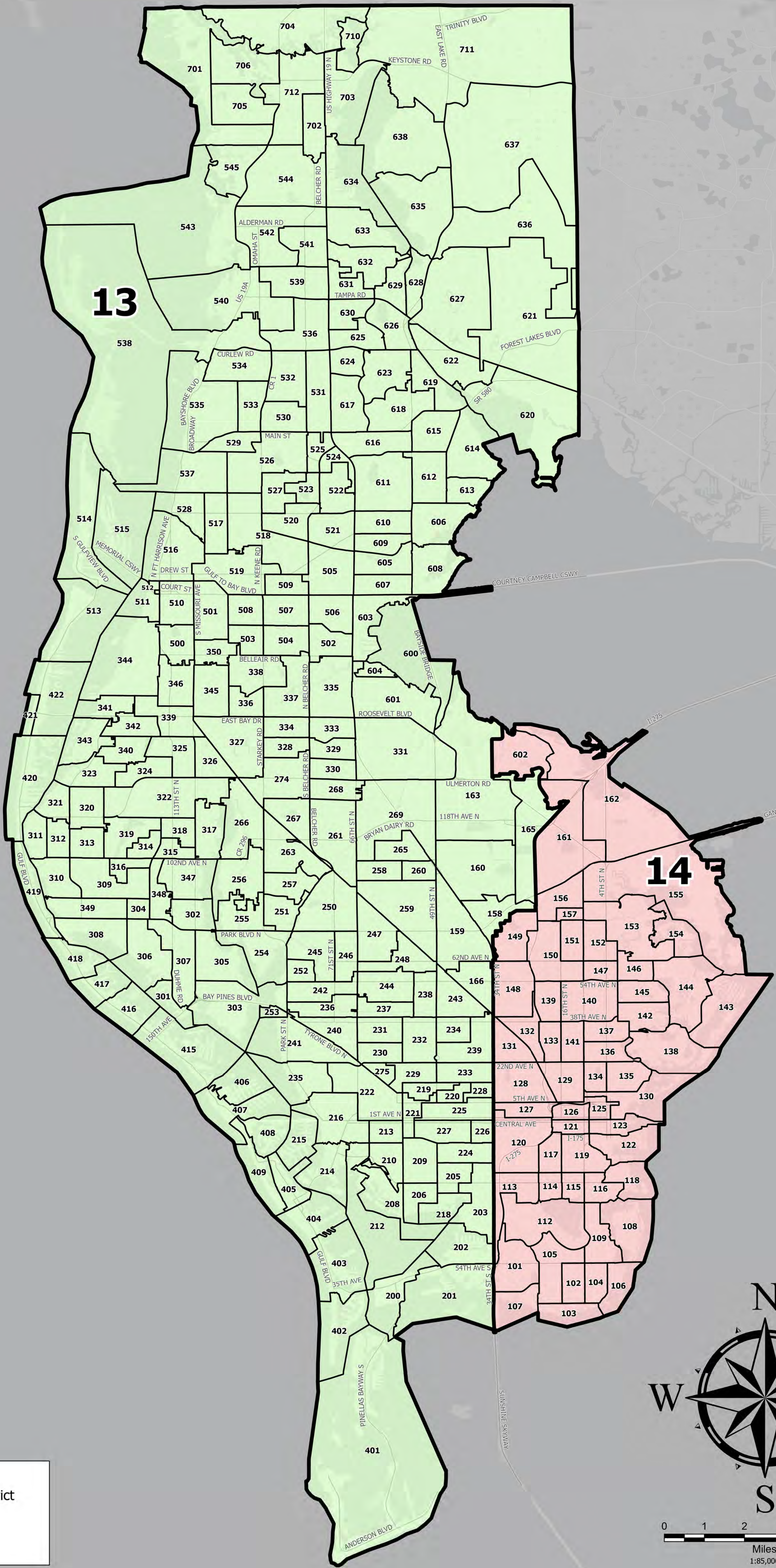
Section 105 Grant Application, Air Pollution Control Program Support

SF424 Box 14: Areas Affected by Project: Pinellas County, FL



VOTER PRECINCTS AND CONGRESSIONAL DISTRICTS

Pinellas County, Florida
Effective: May 24, 2022
Supervisor of Elections
Julie Marcus



Voter Precinct

Congressional District Boundary

13

14



From: [State_Clearinghouse](#)
To: [Allen, Tammy L](#); [State_Clearinghouse](#)
Cc: [Schneider, Sheila](#)
Subject: RE: Pinellas County Air Quality - Request determination if United States Environmental Protection Agency Section 105 Air Pollution Control Program Project should be selected for review by State
Date: Friday, June 30, 2023 9:51:53 AM
Attachments: [image002.png](#)
[image003.png](#)

CAUTION: *This message has originated from outside of the organization. Do not click on links or open attachments unless you are expecting the correspondence from the sender and know the content is safe.*

While it is covered by EO 12372, the Florida State Clearinghouse does not select the project for review. You may proceed with your project.

Please send future electronic requests directly to the State of Florida Clearinghouse email address, state.clearinghouse@floridadep.gov

Good Luck.

Chris Stahl

Chris Stahl, Coordinator
Florida State Clearinghouse
Florida Department of Environmental Protection
3900 Commonwealth Blvd., M.S. 47
Tallahassee, FL 32399-2400
ph. (850) 717-9076
State.Clearinghouse@floridadep.gov

From: Allen, Tammy L <tallen@pinellas.gov>
Sent: Friday, June 30, 2023 9:34 AM
To: State_Clearinghouse <State.Clearinghouse@dep.state.fl.us>
Cc: Schneider, Sheila <sschneider@pinellas.gov>
Subject: RE: Pinellas County Air Quality - Request determination if United States Environmental Protection Agency Section 105 Air Pollution Control Program Project should be selected for review by State
Importance: High

EXTERNAL MESSAGE

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

Good morning,

Our agency will be applying for additional funding for our on-going EPA Section 105 Air Pollution Control Program Project. A summary of the project is contained within this e-mail. The grant application is due no later than August 1, 2023. Each year, we submit a request for Status Determination to the State Clearinghouse for this continuing grant. Our past applications for this project, with no changes to the project activities anticipated, have received the following approval for submittal by the State.

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

Please advise if we can indicate on our federal application once again this year the "Program is subject to E.O. 12372 but has not been selected by the State for review" or if the State selects the application for review. If the State determines a review is desired, we will send the full application.

Project Summary:

Granting Agency United States Environmental Protection Agency (USEPA)
CFDA/CSFA # 66.001
Grant Funding Program Name Air Pollution Control, Section 105
Grant Funding Type Project
Grant Award Type Reimbursement
Granting Agency Contact Name Angela Isom, EPA Project Officer; Sharonita Johnson, EPA Grant Specialist
Granting Agency Phone or Email isom.angela@epa.gov; johnson.sharonita@epa.gov
Granting Agency Address 61 Forsyth Street Atlanta, GA 30303-8960

Proposed Abstract (Project Scope of Work) The EPA Air Pollution Control Section 105 Grant Program is to assist in the planning, developing, establishing, improving and maintaining adequate programs for prevention and control of air pollution. This application is for another year budget/project period award to support continued funding of the existing County program to protect air quality so that it achieves established ambient air standards and protects human health. The program includes ambient air monitoring and various other activities to reduce or control air pollutants such as ozone, particulate matter, regional haze, sulfur dioxide, carbon monoxide, and mercury.

Benefit Summary:

This program supports Pinellas County's Strategic Plan Goal 3.3 (Practice Superior Environmental Stewardship) to protect and improve the quality of our air. This program focuses on the core air protection objectives of attaining and maintaining National Ambient Air Quality Standards (NAAQS), ambient monitoring, addressing air toxics, supporting compliance and enforcement efforts, and permitting air pollution sources.

Tammy L. Allen

Tammy L. Allen
Technical Project Coordinator
Pinellas County Public Works/Environmental Management Air Quality
509 East Avenue S., Suite 138
Clearwater, FL 33756-5338
Phone (727) 464-3547
tallen@pinellas.gov

Office Hours: Monday – Friday: 7:00 a.m. to 3:30 p.m.

Please tell us how we are doing! www.pinellascounty.org/surveys/PublicWorks

Follow us on Facebook: www.facebook.com/PinellasEnviroNews



OBJECT CLASS CATEGORIES WORKSHEET

[NOTE: Please indicate any pre-award costs with a star (*).]

(NOTE: all figures are FY'24 only)

a. PERSONNEL

POSITION	NUMBER	SALARY	WORK YEARS	AMOUNT
Environmental Division Manager	1	\$120,974	0.270	\$32,663
Project Coord-Technical (Grants/Special Projects)	1	\$107,044	0.040	\$4,282
Project Coord-Technical (Compliance/Enf)	1	\$97,977	0.080	\$7,838
Envir. Program Mgr. 2 (Compl/Enf/Toxics)	1	\$103,797	0.000	\$0
Environmental Program Manager 2 (Air Mon)	1	\$91,173	0.450	\$46,709
Environmental Program Manager 1 (Air Mon)	1	\$69,237	0.330	\$30,087
Environmental Specialist 3 (Compl/Enf)	2	\$67,749	0.490	\$33,926
Environmental Chemist	1	\$65,433	1.520	\$102,978
Env. Spec. 2/Env Spec. 3 (Compliance)	2	\$57,377	0.270	\$17,667
Env. Spec. 2/Env Spec. 3 (Toxics)	1	\$62,657	1.400	\$80,328
Env. Spec. 2/Env Spec. 3 (Air Monitoring QA)	1	\$57,291	0.700	\$43,860
Env. Spec. 2/Env Spec. 3 (Air Monitoring)	1	\$57,291	0.650	\$37,239
Env. Spec. 1/Env Spec. 2 (Air Monitoring)	1	\$50,361	0.640	\$36,666
Env. Spec. 1/Env Spec. 2 (Air Monitoring)	1	\$53,586	0.530	\$26,691
Env Spec 1/2 (Comp)	1	\$48,190	0.530	\$28,400
a. PERSONNEL TOTAL	17		8.55	\$502,708
(\$502,708 from federal and recipient funds; \$57,950 from program income)				

b. FRINGE BENEFITS

BASE	Est. \$ 502,708
RATE 65.60% CFY24 = 51.00 % (Fringe) + 14.60 % (AL/LWP/holidays) (CFY = County Fiscal Year)	X 65.60%
b. FRINGE BENEFITS TOTAL	\$ 329,776
(Estimated \$329,776 from federal and recipient funds; \$38,016 from program income)	

c. TRAVEL

<p>Explain:</p> <p>Includes cost of travel for: training courses; workshops; seminars; regulatory planning and development meetings; as reasonably related to the EPA Section 105 Air Program goals, objectives and work-plan.</p> <p>Separate detail is attached.</p> <p>_____</p>	
c. TRAVEL TOTAL:	\$11,300

OBJECT CLASS CATEGORIES WORKSHEET

d. EQUIPMENT: Tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Applicant's definition of equipment may be used provided the definition at least includes all items previously defined above.

(FY'24 only)

ITEM	NUMBER	COST PER UNIT	TOTAL
Sulfur Dioxide Monitoring Instrument (EPA Equivalent Method)(Ex. Thermo 43iQ)	1	\$18,100.00	\$18,100.00
Ozone analyzer (T-API T400)	1	\$11,200.00	\$11,200.00
Ozone calibrator (T-API T703)	1	\$15,000.00	\$15,000.00
Nitrogen dioxide CAPS analyzer (T-API T500U)	1	\$23,500.00	\$23,500.00
Carbon Monoxide analyzer (T-API T300U)	1	\$21,250.00	\$21,250.00
Zero Air generator (EnviroNics 7000)	1	\$11,000.00	\$11,000.00
Multi-gas calibrator (Thermo 146iQ)	1	\$28,000.00	\$28,000.00
d. EQUIPMENT TOTAL:			\$0
(Estimated \$128,050 from program income)			

e. SUPPLIES

List supplies by groups, as appropriate:	(FY'24 only)
Office Supplies (paper, pens, copier materials, envelopes, binders, etc.)	\$900
Chemicals (gases, standards, reagents, etc.)	\$2,350
Laboratory (Swagelok fitting, asbestos analysis supplies, etc.)	\$750
Clothing (boot cover leggings, tyvek suits, etc.)	\$150
Misc. Operating Supplies (Various air monitoring parts, tubing, hardware, batteries, filters, elec. components, fittings, etc.)	\$17,550
Computer (CDs, flash drive, cables, ink cartridges, UPS, Hdwr/Sftwr misc. parts)	\$540
Toxics monitoring and analysis mat'ls (spare/replacement parts for lab instruments, valves, tubing, etc)	\$1,330
Field Inspector supplies: safety supplies; respirator supplies; gloves; tools; sampling supplies	\$1,410
e. SUPPLIES	\$24,980

OBJECT CLASS CATEGORIES WORKSHEET

f. CONTRACTUAL

List each planned contract or type of service to be procured. Agreements/contracts with other governmental agencies (state, local or Federal) should be listed under category h. OTHER.	
f. CONTRACTUAL TOTAL	\$0

g. CONSTRUCTION (N/A)

h. OTHER

Other: Explain by major categories.	(FY'24 only)
Telephone (\$720) and Electric (\$7,000) utility service for air monitoring	\$7,720
Printing (\$200) Postage/Freight (\$1,400) Outreach materials (\$400)	\$2,000
Repairs & maint. Svc's. (\$16,820) Fleet Op. & Maint. (\$16,000)	\$32,820
Asbestos Microscopy bulk (20@\$12ea = \$240) & point count analysis (10@\$16ea = \$160)	\$400
Rental/Lease (demurrage on field cylinders-\$300; He, Zero Air Nitrogen gases-\$50; LN2-\$385)	\$735

Other Total \$43,675

(FY'24 only)

i. TOTAL DIRECT COSTS:	\$912,439																				
j. INDIRECT COSTS: 38.80 % (Central Services Cost Allocation Plan Rate 29.92% + Agency Indirect rate 8.88%)	\$195,051																				
(estimated \$195,051 from federal and recipient funds; \$22,484 from program income)																					
k. TOTAL PROPOSED COSTS:	\$1,107,490																				
FEDERAL FUNDS REQUESTED: \$406,190 30.00% RECIPIENT SHARE OF TOTAL PROPOSED COSTS: \$701,300 52.00% (Total estimated \$1,107,490 from federal and recipient funds with a Total Project cost of \$1,353,990; \$246,500 from program income; (30% federal, 52% non-federal, 18% Program Income) Maximum federal share allowed is three-fifths (60%) of approved costs (\$ 35.145)																					
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 20%;">Cost Share Type</th> <th style="width: 20%;">Dollar Amount</th> <th style="width: 20%;">% of Total Project Cost</th> <th style="width: 20%;">% Of Total (Project Cost – PI)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>\$ 1,353,990.00</td> <td>\$1,107,490.00</td> </tr> <tr> <td>Federal</td> <td>\$ 406,190.00</td> <td>30%</td> <td>37%</td> </tr> <tr> <td>non-Federal</td> <td>\$ 701,300.00</td> <td>52%</td> <td>63%</td> </tr> <tr> <td>Program Income (PI)</td> <td>\$ 246,500.00</td> <td>18%</td> <td></td> </tr> </tbody> </table>		Cost Share Type	Dollar Amount	% of Total Project Cost	% Of Total (Project Cost – PI)			\$ 1,353,990.00	\$1,107,490.00	Federal	\$ 406,190.00	30%	37%	non-Federal	\$ 701,300.00	52%	63%	Program Income (PI)	\$ 246,500.00	18%	
Cost Share Type	Dollar Amount	% of Total Project Cost	% Of Total (Project Cost – PI)																		
		\$ 1,353,990.00	\$1,107,490.00																		
Federal	\$ 406,190.00	30%	37%																		
non-Federal	\$ 701,300.00	52%	63%																		
Program Income (PI)	\$ 246,500.00	18%																			
*** Our agency's estimated program income amount of \$246,500 is included on our 424A form (Budget Information for Non-Construction Programs) in Section B, line item 7.																					

**Pinellas County Air Quality Division
Section 105 Grant
FFY 2024 Travel**

Description	Quantity Requested	Unit Cost	Line Total
Air Administration			
EPA/State/Local Program Directors Spring Meeting-3 days; Conference/Other; location/dates - TBD	1	\$1200	\$1,200
EPA/State/Local Program Directors Spring Meeting-3 days; Conference/Other; location/dates - TBD	1	\$1,200	\$1,200
Reimbursable mileage/and meals per month; Local; location/dates - TBD	10	\$24	\$200
TOTAL FOR AIR ADMINISTRATION SECTION			\$2,600
Air Monitoring			
EPA Air Monitoring workshop; 3 travelers, out of state 4 days; conference/seminar; location/dates - TBD	3	\$1,500	\$4,500
TOTAL FOR AIR MONITORING SECTION			\$4,500
Asbestos/Stationary Source			
EPA Asbestos Enforcement Workshop; staff & location/dates - TBD	1	\$1,200	\$1,200
EPA Training Courses (3 travelers@\$1,000 ea.); location/dates - TBD	3	\$1,000	\$3,000
TOTAL FOR ASBESTOS/STATIONARY SOURCE SECTION			\$4,200
FY 2024 Estimated Total Agency Travel			\$11,300

**Air Pollution Control, Section 105 Budget Work Plan
FFY 2024**

Project Budget

	Federal & Recipient Share	Proposed Program Income
A. Personnel	\$ 502,708.00	\$ 57,950.00
B. Fringe Benefits	\$ 329,776.00	\$ 38,016.00
C. Travel	\$ 11,300.00	0.00
D. Equipment	\$ 0.00	\$128,050.00
E. Supplies	\$ 24,980.00	0.00
F. Contractual	\$ 0.00	0.00
G. Other	\$ 43,675.00	0.00
Total Direct Charges	\$ <u>912,439.00</u>	<u>\$224,015.00</u>
H. Indirect Charges	\$ <u>195,051.00</u>	<u>\$ 22,485.00</u>
Total	\$ <u>1,107,490.00</u>	<u>\$246,500.00</u>
Total Project Costs: \$1,353,990.00		

Federal Funds Requested: \$ 406,190.00

Estimated Recipient Share \$ 701,300.00

Estimated Program Income \$ 246,500.00

Explanation of Budget Framework:

- a. **Personnel.** Personnel cost details, including staff positions by job title, annual salary, percentage of time assigned to the project and total cost for the budget period are provided in the application package Object Class Worksheets. A portion of Program Income will be used to deduct from the total personnel costs to reduce the Federal and non-Federal entity contributions.
- b. **Fringe Benefits.** Fringe benefit costs are those costs for personnel employment other than the employees' direct income (i.e., employer's portion of FICA insurance, retirement, sick leave, holiday pay, and vacation cost) are included with the financial application. FY24 fringe benefit costs are based on estimated fringe benefit rates calculated during FY22. A portion of Program Income will be used to deduct from the total fringe benefit costs to reduce the Federal and non-Federal entity contributions.
- c. **Travel.** Travel and per diem costs are those costs for travel and subsistence which are directly related to the grant. Identify the number of trips planned, the purpose of each trip, the destination for each trip, the number of travelers, and the estimated cost of each trip (e.g., monitoring, administrative activities, attendance at specific conferences, meetings, training, etc.).
- d. **Equipment.** \$128,050.00 in equipment is scheduled to be purchased during this project period using estimated program income funds. A portion of Program Income will be used to deduct the equipment costs from the total project costs to reduce the Federal and non-Federal entity contributions. List of equipment is included in the application Object Class Worksheet.
- e. **Supplies.** The description of supplies is as reasonably detailed as possible in the application package Object Class Worksheets.

- f. Contractual. No Contractual services are directly related to this EPA program/project.
- g. Other. Individual and total cost for Other is provided on the SF- 424 and in the application package Object Class Worksheets.
- h. Direct Charges. The individual and total amount of direct costs (items a-g above) are provided in the application package Object Class Worksheets.
- d. Indirect Charges. Indirect costs result from allocation of a grouping of administrative costs which are not easily identified as a direct cost. A copy of our current estimated indirect costs agreement is attached to the grant application package. Indirect costs for FY24 are estimated based on FY22 rates adjusted for inflation. A portion of Program Income will be used to deduct from the total Indirect charges to reduce the Federal and non-Federal entity contributions.

An estimated total indirect rate of 38.80% is applied to direct salary costs for the project estimate of FY24 indirect charges.

Section 105 Air Planning Agreement - FY 2024

Estimated Budget by Workplan Component (Without Program Income)

Name of Applicant: Pinellas County

Component	Funding (Total of EPA + Grantee Funding)	Workyears (Includes Staff Funded by EPA and Grantee)	Notes
Fiscal Year 2024: October 1, 2023 – September 30, 2024			
Ozone	\$418,963	3.23	
PM	\$141,759	1.09	
Visibility	--	--	
NO ₂	\$53,492	0.41	
Lead	--	--	
CO	\$32,560	0.25	
SO ₂	\$27,909	0.22	
Air Toxics Implementation (excludes NATTS)	\$114,182	0.88	
Air Toxics Characterization	\$41,752	0.32	Includes one (1) monitoring site
Acid Rain	--	--	
NESHAP's Asbestos	\$276,873	2.14	
TOTALS for Fiscal Year 2024*	\$1,107,490	8.55	

*Totals above should be consistent with the totals in the SF 424-Application for Federal Assistance.

Use of Program Income for Recipient Cost Share:

Total Project Costs for the FFY 2024 EPA 105 Grant project period is estimated as follows:

a. Federal	\$ 406,190.00
b. Applicant	\$ 701,300.00
c. State	0.00
d. Local	0.00
e. Other	0.00
f. Program Income*	\$ 246,500.00
g. TOTAL	\$1,353,990.00

**Program Income amount is based on an estimate*

Program Income during the FFY 2024 project budget periods will be deducted from the total project costs to reduce the Federal award and non-Federal entity contributions as allowed per [2 CFR 200.307\(e\)\(1\)](#).

Program income is the result of Air Program compliance and asbestos fees charged for program activities which are not fully funded by State or Federal available dollars, but are required by Federal or State Rule or Pinellas County Code. These activities include:

- Demolition and asbestos removal projects to maintain compliance with National Emissions Standards for Hazardous Air Pollutants (NESHAP)
- Compliance fees (not applicable to Title V facilities) for inspections, testing and report compliance reviews associated with permitted non-NESHAP sources, NESHAP sources and annual fees associated with non-Title V permitted sources (visible emissions unit testing, Annual Operating Report Reviews, compliance reviews of other miscellaneous reports required by permit), annual Stage 1 inspections and other activities performed by program staff to perform compliance determinations on permitted facilities.

FFY 2024 Total Project Costs are estimated to be \$1,353,990.00, of which the recipient's share is estimated to be \$701,300.00 (52%), federal share of \$406,190.00 (30%) and program income of \$246,500.00.

Program income estimates are included on our 424A form (Budget Information for Non-Construction Programs) in Section B, line item 7.

Section 105 Air Planning Agreement - FY 2024

Estimated Budget by Workplan Component (With Program Income)

Name of Applicant: Pinellas County

Component	Funding (Total of EPA + Grantee Funding)	Workyears (Includes Staff Funded by EPA and Grantee)	Notes
Fiscal Year 2024: October 1, 2023 – September 30, 2024			
Ozone	\$528,414	3.23	
PM	\$175,311	1.09	
Visibility	--	--	
NO ₂	\$64,957	0.41	
Lead	--	--	
CO	\$35,207	0.25	
SO ₂	\$43,621	0.22	
Air Toxics Implementation (excludes NATTS)	\$117,937	0.88	
Air Toxics Characterization	\$50,045	0.32	Includes one (1) monitoring site
Acid Rain	--	--	
NESHAP's Asbestos	\$338,498	2.14	
TOTALS for Fiscal Year 2023*	\$1,353,990	8.55	

*Totals above should be consistent with the totals in the SF 424-Application for Federal Assistance.



July 11, 2023

Latoria Davis
Grants & Audit Management Section
U.S. Environmental Protection Agency
61 Forsyth Street, S.W.
Atlanta, GA 30303-8960

Re: FFY 2024 Indirect Cost Rate Submittal – Air Pollution Control, Section 105 Grant Application

Dear Ms. Davis:

Pinellas County Air Quality Division's FFY 2024 budgets and the Air Pollution Control Section 105 Grant include the allocation of indirect costs to the various funds and cost centers within the Department. Environmental Protection Agency Grant Regulations and OMB 2 CFR Part 200 Cost Allocation were followed for determining the appropriate assignment of costs.

The Total Indirect Rate requested for approval for the FFY 2024 project periods is 38.80%.

The attached indirect costs are from the County's "Central Services Cost Allocation Plan," OMB 2 CFR Part 200 Cost Allocation Plan, and various "Department Cost Allocation" plans. The Central Services charges are based on an allocation process derived from direct salaries, and other actual operating expenditures and allowable costs. Other Departmental costs are based on historical data of costs incurred by other service departments. The appropriate indirect costs will be applied based on the certified OMB 2 CFR Part 200 Cost Allocation Plans for FFY 2024.

The total "Air Program costs and operations" are not fully grant-related. Therefore, we apply the pre-determined rate for Indirect Costs to properly determine allowable reimbursable expenses.

Based on the "work years" assessment detailed on the application's Object Class Category for personnel, it shows \$560,658.00 for projected salaries, attributable to the FFY 2024 grant efforts. The estimated "pre-determined" General Governmental indirect rate of 29.92%, plus an additional estimated rate of 8.88% for "general administrative costs", will be applied to direct program salaries for the FFY 2024 project period. The general administrative rate is based on hours of general supervisory and administrative activities incurred by Air Division staff divided by the total agency staff hours for a measured work period.

Should you have any questions regarding this submittal, please call me at (727) 464-4655.

Sincerely,

Sheila E. Schneider, MSCM
Air Quality Division Manager

PINELLAS COUNTY AIR QUALITY DIVISION GRANTS & CONTRACTS

FY24

% FOR INDIRECTS, ADMINISTRATIVE (AGENCY INDIRECTS), BENEFITS, AND LEAVE TIME
6/2/2023

2 CFR Part 200 Cost Allocation Plan % Indirects:

(Based on FY 2022 Actual Expenditures)

29.92% for County Indirects

% for Administrative (Agency Indirects) Time:

Total Salaries & Wages 10/1/21-9/30/22

0001	\$	359,232
1075	\$	738,278

\$ 1,097,510

38.80% Combined Indirects Rate

Total Indirect Admin Salaries 10/1/21-9/30/22

(000282A/3XX.x)	\$	76,079
LWP Training	\$	21,332

\$ 97,411

8.88% % for Administrative Overhead
(Total Agency Indirects)

% for Benefits is calculated on FY-24 budget estimates as of 6/2/2023:

65.60% % for Benefits

(Leave, SS, Health Ins., Retirement, etc)

Based on FY 22 Actuals. 2 CFR Part 200 DRAFT (06/02/2023)					FY24		
					258300 AQ F0001	258700 AQ F1075	Total
Elements							
General Government					\$ 6,554.00	\$ 6,029.00	\$ 12,583.00
Building Depreciation					\$ 39,868.00	\$ -	\$ 39,868.00
Communications					\$ -	\$ -	\$ -
Print					\$ -	\$ (158.00)	\$ (158.00)
Mail					\$ 5,012.00	\$ 189.00	\$ 5,201.00
Clerk-Finance					\$ 15,938.00	\$ 18,348.00	\$ 34,286.00
Attorney					\$ 6,984.00	\$ 14,325.00	\$ 21,309.00
Cnty Admin					\$ 12,121.00	\$ 10,908.00	\$ 23,029.00
Purchasing					\$ 1,777.00	\$ 1,466.00	\$ 3,243.00
OMB					\$ 2,497.00	\$ 5,123.00	\$ 7,620.00
Facility Mgmt North I					\$ -	\$ -	\$ -
NW Section O&M					\$ 111,280.00	\$ -	\$ 111,280.00
Enterprise Asset Management					\$ -	\$ -	\$ -
Facility Mgmt North II					\$ -	\$ -	\$ -
Human Resources					\$ 13,457.00	\$ 12,111.00	\$ 25,568.00
Human Rights					\$ 1,981.00	\$ 1,621.00	\$ 3,602.00
Records Management					\$ -	\$ 12,311.00	\$ 12,311.00
Risk Cost Plan					\$ -	\$ 6,878.00	\$ 6,878.00
BTS Cost Plan					\$ -	\$ 20,125.00	\$ 20,125.00
Clerk - FIS						\$ -	\$ -
Insp Gen					\$ 539.00	\$ 1,087.00	\$ 1,626.00
							\$ -
Total Indirect Costs					\$ 218,009.00	\$ 110,364.00	\$ 328,373.00
Salaries and Wages					\$ 359,232.00	\$ 738,278.00	\$ 1,097,510.00
Proposed Indirect Rate					60.69	14.95	29.92



Pinellas County
Air Quality '001-258300
 Fiscal Year 2021-2022
 Indirect Cost Rate Proposal

DESCRIPTION OF COST	Total Costs	Unallowable	Allowable Indirect	Allowable Direct
A) Personnel Analysis:				
1 Salary and Wages	\$359,232			\$359,232
Distribution %:	100.00%			100.00%
2 PT Wages & Overtime	\$28,560			\$28,560
3 Benefits	46.07% \$165,510			\$165,510
Subtotal:	\$553,303			\$553,303
B) Indirect Cost Plan				
Building Depreciation	\$39,868		\$39,868	
Equipment Depreciation				
I 114300 Gen Gov	\$6,554		\$6,554	
I 171010 Cnty Attny	\$6,984		\$6,984	
I 201010 Cnty Admin	\$12,121		\$12,121	
I 321110 Office Mgt&Budget	\$2,497		\$2,497	
I 351110 Purchasing	\$1,777		\$1,777	
I 361310 Gen Asset Mgt				
I 361410 Real Prop Leases				
I 361501 Mid County Sections O&M				
I 361525 NW Section O&M	\$111,280		\$111,280	
Clearwater Chiller Plant				
I 361530 SE Section O&M				
I 361540 Jail Section				
I 431571 Construction Mgmt-Ops				
I 431572 Eng Support				
I 431574 Survey & Mapping				
I 441010 Office of Enterprise Asset Mgmt				
I 661110 Human Resources	\$13,457		\$13,457	
I 671110 Office Human Rights	\$1,981		\$1,981	
I502 950100 Clk Adm				
I502 950410 Print				
I502 950420 Mail	\$5,012		\$5,012	
I502 952720 Tech				
I502 950500 Finance	\$15,938		\$15,938	
I502 950520 Bd Rec				
I502 952410 Rec Mgt BCC				
I502 953100 Insp Gen	\$539		\$539	
BTS CAP				
RISK CAP				
Subtotal:	\$218,009		\$218,009	
Total Costs:	\$771,311		\$218,009	\$553,303
C) Cost Adjustments				
Total Indirect Costs:				
D) Total Costs	\$771,311		\$218,009	\$553,303
Total Indirect Costs:		\$218,009		
Total Direct Salaries:		\$359,232	Calculated Indirect Cost Rate:	60.69%



Pinellas County
Air Quality Fund 1075
Fiscal Year 2021-2022
Indirect Cost Rate Proposal

DESCRIPTION OF COST	Total Costs	Unallowable	Allowable Indirect	Allowable Direct
A) Personnel Analysis:				
1 Salary and Wages	\$738,278			\$738,278
Distribution %:	100.00%			100.00%
2 PT Wages & Overtime	\$10,714			\$10,714
3 Benefits	47.84% \$353,163			\$353,163
Subtotal:	\$1,102,155			\$1,102,155
B) Indirect Cost Plan				
Building Depreciation				
Equipment Depreciation				
I 114300 Gen Gov	\$6,029		\$6,029	
I 171010 Cnty Attny	\$14,325		\$14,325	
I 201010 Cnty Admin	\$10,908		\$10,908	
I 321110 Office Mgt&Budget	\$5,123		\$5,123	
I 351110 Purchasing	\$1,466		\$1,466	
I 361310 Gen Asset Mgt				
I 361410 Real Prop Leases				
I 361501 Mid County Sections O&M				
I 361525 NW Section O&M				
Clearwater Chiller Plant				
I 361530 SE Section O&M				
I 361540 Jail Section				
I 431571 Construction Mgmt-Ops				
I 431572 Eng Support				
I 431574 Survey & Mapping				
I 441010 Office of Enterprise Asset Mgmt				
I 661110 Human Resources	\$12,111		\$12,111	
I 671110 Office Human Rights	\$1,621		\$1,621	
I502 950100 Clk Adm				
I502 950410 Print	-\$158		(\$158)	
I502 950420 Mail	\$189		\$189	
I502 952720 Tech				
I502 950500 Finance	\$18,348		\$18,348	
I502 950520 Bd Rec				
I502 952410 Rec Mgt BCC	\$12,311		\$12,311	
I502 953100 Insp Gen	\$1,087		\$1,087	
BTS CAP	\$20,125		\$20,125	
RISK CAP	\$6,878		\$6,878	
Subtotal:	\$110,364		\$110,364	
Total Costs:	\$1,212,519		\$110,364	\$1,102,155
C) Cost Adjustments				
Other Wages	\$1,120	\$1,120		
Total Indirect Costs:	\$1,120	\$1,120		
D) Total Costs	\$1,213,639	\$1,120	\$110,364	\$1,102,155
Total Indirect Costs:	\$110,364			
Total Direct Salaries:	\$738,278	Calculated Indirect Cost Rate:		14.95%



United States
ENVIRONMENTAL PROTECTION AGENCY
Washington, DC 20460

OMB Control No. 2030-0020
Approval expires 06/30/2024

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 0.25 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

A - 00402120

EPA Project Control Number

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 any 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 in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients 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.

Kelli Hammer Levy, Director, Public Works Department

Typed Name & Title of Authorized Representative

Kelli Hammer Levy
Kelli Hammer Levy (Jul 14, 2023 13:06 EDT)

Signature and Date of Authorized Representative



EPA KEY CONTACTS FORM

OMB Number: 2030-0020
Expiration Date: 06/30/2024

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name:	Prefix: Mr.	First Name: Barry	Middle Name: A.
	Last Name: Burton	Suffix:	
Title:	County Administrator		
Complete Address:			
Street1:	c/o Office of Management and Budget		
Street2:	400 S. Ft. Harrison Ave - 3rd FL		
City:	Clearwater	State:	FL: Florida
Zip / Postal Code:	33756-5113	Country:	USA: UNITED STATES
Phone Number:	(727) 464-3901	Fax Number:	
E-mail Address:	grants@pinellas.gov		

Payee: *Individual authorized to accept payments.*

Name:	Prefix: Mrs.	First Name: Sheri	Middle Name:
	Last Name: Bowers	Suffix:	
Title:	Grants and Finance Analyst		
Complete Address:			
Street1:	509 East Avenue South, Suite 138		
Street2:			
City:	Clearwater	State:	FL: Florida
Zip / Postal Code:	33756-5338	Country:	USA: UNITED STATES
Phone Number:	(727) 464-3371	Fax Number:	
E-mail Address:	shbowers@pinellas.gov		

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name:	Prefix: Ms.	First Name: Sheila	Middle Name: E.
	Last Name: Schneider	Suffix: MSCM	
Title:	Environmental Division Manager		
Complete Address:			
Street1:	509 East Avenue South, Suite 138		
Street2:			
City:	Clearwater	State:	FL: Florida
Zip / Postal Code:	33756-5338	Country:	USA: UNITED STATES
Phone Number:	(727) 464-4655	Fax Number:	
E-mail Address:	sschneider@pinellas.gov		

EPA KEY CONTACTS FORM

Project Manager: *Individual responsible for the technical completion of the proposed work.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

Complete Address:

Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: **Fax Number:**
E-mail Address:

Statement of Competency

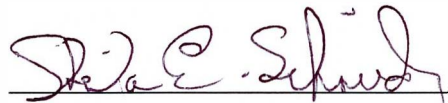
The Pinellas County Air Quality Division, as an approved local air program performing field and laboratory analysis, submits the following Demonstration of Competency in accordance with the United States Environmental Protection Agency's (EPA) Policy Directive Number FEM-2012-02, Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-funded Assistance Agreements. This Demonstration of Competency serves as the consolidated certification for all the Division's programs receiving EPA grant funding including §103 PM2.5, §103 NATTS, §105, Clean Air Act Inflation Reduction Act and the §103 American Rescue Plan projects.

An on-going continuing environmental program (CEP) relationship exists between EPA and Pinellas County. Pinellas County certifies the scope of work completed under these programs for the use or generation of environmental data is a continuation from prior CEP awards.

Documentation supporting this certification is maintained by the Pinellas County Air Quality Division. This certification is intended to satisfy the demonstration of competency required for all assistance agreements between Pinellas County's Air Quality Division and the EPA, and to be sufficient for our agency to move forward with grant funded activities which involve generation of environmental measurement data eligible for assistance during the period of October 1, 2023 to September 30, 2024.

Sheila E. Schneider, Air Quality Division Manager

Name and Title of Principal Investigator

 7/6/2023

Signature of Principal Investigator, Date

U.S. Environmental Protection Agency Region 4
Data Competency Certification Form

The Competency Policy (FEM-2012-02), requires organizations generating or using environmental data under Agency-funded assistance agreements (greater than \$200K) to submit documentation of their competency prior to award of the agreement or if not practicable, prior to beginning any work involving the generation, or use of environmental data. This includes organizations performing environmental sampling, field measurements, and/or laboratory analyses.

- ☐ **Quality system documentation such as a Quality Management Plan (QMP), Quality Assurance Project Plan (QAPP) and/or other documentation that demonstrates conformance to U.S. EPA quality program requirements.** *If already submitted, provide the document(s) title and expiration date.* **SEE ATTACHMENT 1**


Demonstration of Competency may include the following: (Check **one or more** of the appropriate blocks that supports your “Data Competency” certification).

- ☐ **Participation in Accreditation or Certification Programs** e.g., National Environmental Laboratory Accreditation Program (NELAP), International Organization of Standardization (ISO). The accreditation or certification program must be applicable to the environmental data generated under the Agency-funded assistance. *Provide accreditations or certifications.*
- ☐ **Participation in an external Proficiency Testing (PT) Program** (independent of external programmatic certifications (e.g. laboratory)). *Provide a list of proficiency testing programs and dates.* **SEE ATTACHMENT 2**
- ☐ **Standard Operating Procedures (SOPs)** *Provide a list of SOPs pertinent to activities of generating, collecting, or using environmental data within the Scope of Work (SOW). Include the date of last review of the SOPs.* **SEE ATTACHMENT 3**
- ☐ **Demonstrations and Audits/Assessments of Proficiency** *Provide the date of the audit and a summary of the findings.* **SEE ATTACHMENT 4**
- ☐ **Contract Laboratories** *Provide current/up-to-date certificates for accreditations and certifications held by contract laboratories used in data analysis.* **SEE ATTACHMENT 5**
- ☐ **Other Pertinent Documentation that Demonstrates Competency** (e.g. training records, past performance of similar SOW) *Provide a list of other activities not mentioned that is considered part of your Quality Assurance (QA) program.* **SEE ATTACHMENT 6**

Please return the completed and signed form, with supporting documentation, to your Project Officer (PO).

Grantee Data Competency Certification: I acknowledge the terms and conditions listed in the grant cooperative agreement, which address Quality Assurance and Data Competency requirements for the grant. The signature attests to the best of my knowledge that the above information is accurate and complete.

Grantee's Authorized Official (print): _____ **Title:** _____

Signature of Authorized Official:  _____ **Date:** _____

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ATTACHMENT 1

EPA approved QMPs/QAPPS:

Pinellas County Air Quality Division (PCAQD) operates under the Florida Department of Environmental Protection (FDEP) Quality Management Plan (QMP). PCAQD also operates under the statewide Quality Assurance Project Plan (QAPP) for the State of Florida's Gaseous Ambient Air Monitoring Program and the QAPP for the State of Florida's Particulate Matter PM_{2.5} & PM₁₀ Ambient Air Monitoring Program. Pinellas County, in partnership with Hillsborough County Environmental Protection Commission (HCEPC), operates under the FDEP QAPP for the National Air Toxics Trends Stations (NATTS) and air toxics monitoring programs.

The plans contain information about staff qualifications and Quality Assurance (QA) training. The FDEP serves as the lead agency and provides a Quality Assurance Manager and Coordinators to oversee the QAPPS are followed. Pinellas County also maintains a Local Program Quality Assurance Coordinator on staff to oversee the data quality control program. See table below - *Quality Management Plan* for a tabular listing current Florida PQAO's QAPPS and QMP.

QUALITY MANAGEMENT PLAN	
Document Title	Approval/Submittal to EPA Date
Quality Management Plan for The State of Florida Ambient Air Quality Monitoring Program	09/23/2021
QUALITY ASSURANCE PROJECT PLAN(S)	
Document Title	Approval/Submittal to EPA Date
Quality Assurance Project Plan for the State of Florida's Gaseous Ambient Air Monitoring Program Rev. 2	04/18/2022
Quality Assurance Project Plan for the State of Florida Particulate Matter (PM _{2.5} & PM ₁₀) Ambient Air Quality Monitoring Program	01/25/2023
Quality Assurance Project Plan for the State of Florida National Air Toxics Trends Stations and Air Toxics Monitoring Program Rev. 2	11/8/2021

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ATTACHMENT 2

Participation in an External Proficiency Testing Program:

The Pinellas County Air Quality Division (PCAQD) participates in several external proficiency testing programs. These include:

- The EPA National Performance Audit Program (NPAP)
- EPA Performance Evaluation Program (PEP)
- State of Florida Department of Environmental Protection (FDEP) Annual Performance Evaluation Program (PE)
- EPA National Air Toxics Trends Stations (NATTS) Proficiency Testing (PT) for VOCs
- EPA Air Toxics “Round Robin” (RR) performance audits for VOCs.

Dates for the above proficiency tests/performance audits are as follows:

<u>Proficiency Testing Program</u>	<u>Dates</u>
EPA NPAP	6/22/2023
EPA TSA - through the Florida PQAO	03/2023
EPA PEP	None were scheduled during this time
State FDEP Annual PE	8/30/2022-8/31/2022
	11/15/2022-11/16/2022
	12/06/2022
	2/21/2023
	05/23/2023
	06/06/2023
EPA NATTS VOC PT (lab) *Note – PT provider experienced delays in gas standards causing delays in the test dates. Pinellas has participated in every PT available.	Q1 2023 PT – 3/08/23
	Q2 2023 PT – 5/12/23
EPA Air Toxics RR Audit (lab)	None were scheduled during this time

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ATTACHMENT 3

Standard Operating Procedures (SOPs):

Beginning in 2014 the State of Florida (DEP) and all local agencies began the process to consolidate into a single Primary Quality Assurance Organization (PQAO). A PQAO must utilize common SOPs. Therefore, local agencies no longer independently develop, revise, or review SOPs (except for certain laboratory/air toxics SOPs unique to the agency). The process for developing, review, and revision of state-wide SOPs is done through SOP subcommittees under the direction of the PQAO and the Florida Air Monitoring Advisory Committee (FAMAC). See table below – *Standard Operating Procedures* for a tabular list of current Florida PQAO and local SOP's. Florida DEP manages the revision schedules for PQAO SOP's and informs the entire PQAO when a new revision has been approved. SOP update training is performed with all applicable staff when new revisions are approved.

STANDARD OPERATING PROCEDURES	
Document Title	Approval/Submittal Date
DEP 07-06, Rev 1, Thermo Scientific Model 43i-43i TLE Sulfur Dioxide Analyzer	02/2022 PQAO approved
DEP 3-12, Rev 2 Thermo Fisher Scientific TEOM Model 1405 Continuous PM _{2.5} /PM ₁₀ Monitor	04/2021 PQAO approved
DEP 11-09, Rev 2 Teledyne API Aethalometer 633 Analyzer	09/2020 PQAO approved Current revision being worked on
DEP 06-12 Rev 1, Teledyne API Series T400 Ozone Analyzer	02/2022 PQAO approved
DEP 09-06 Rev 0, Teledyne API Series T500U Nitrogen Dioxide Analyzer	06/2019 PQAO approved
DEP 08-15 Rev 0, Teledyne API T300U Carbon Monoxide Analyzer	01/2020 PQAO approved
DEP 03-21 Rev 4, Teledyne API T640 PM _{2.5} Particulate Monitor	3/2023 PQAO approved
DEP 03-23 Rev 3, Teledyne API T640x Particulate Monitor	3/2023 PQAO approved
DEP 17-11 Rev 1, Agilaire 8872 Data Logger	07/2021 PQAO approved
DEP 13-6 Rev 2, Environics 6100 Multi-Gas Calibrator	01/2022 PQAO approved
DEP 13-5 Rev 1, Teledyne Model 700E/ T700/T700U Dynamic Gas Calibrator	04/2022 PQAO approved
DEP 06-17 Rev 2, Teledyne API Model T703 and 703E Ozone Calibrator	04/2022 Submitted to PQAO
DEP 03-24 Rev 2, Met One E-BAM Plus Semi-Continuous PM ₁₀ Monitor	05/2022 PQAO approved
DEP 18-27 Rev 2, Air Monitoring Data Handling and Validation	02/2022 PQAO approved
APPENDIX T - TIME STANDARDS	12/2001 Pinellas Co. approved
APPENDIX W - BIOS DRYCAL	06/1998 Pinellas Co. approved
APPENDIX AA - MANOMETERS	02/2002 Pinellas Co. approved
APPENDIX B - ELECTRONIC TEMPERATURE	10/1993 Pinellas Co. approved

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STANDARD OPERATING PROCEDURES	
Document Title	Approval/Submittal Date
APPENDIX C - MIN/MAX SOP	01/1994 Pinellas Co. approved
APPENDIX D - THERMOMETERS	01/1994 Pinellas Co. approved
APPENDIX G - DIGITAL MULTIMETER	11/1993 Pinellas Co. approved
MANUAL IX - R.M. YOUNG WS/WD	01/1993 Pinellas Co. approved
DEP 23-01 Rev 1, TE-1000 Poly-Urethane Foam (PUF) Sampler - (NATTS)	10/2019 PQAO approved
DEP 23-02 Rev 0, ATEC Model 2200 Sampler -(VOC) (NATTS)	10/2019 PQAO approved
DEP 23-03 Rev 0, PM ₁₀ Metals High-Volume Sampler -(NATTS)	10/2019 PQAO approved
DEP 23-04 Rev 0.1, Air Toxics Characterization Program: VOC Lab - (NATTS)	10/2019 PQAO approved
ERG Field Procedure for Collecting Ambient Carbonyl Compound Samples -(NATTS)	10/2015 ERG approved
Asbestos ID in Bulk Sampling using PLM	04/2019 Pinellas Co. approved
Asbestos Chain of Custody SOP	03/2019 Pinellas Co. approved

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ATTACHMENT 4

Demonstrations and Audits/Assessments of Proficiency:

No EPA or FDEP Systems audits were conducted in Pinellas between July 1, 2022 and June 30, 2023. Annual performance evaluations and other audits have been performed during this time demonstrating the continued proficiency in Pinellas' ambient monitoring network. A total of nine individual Performance Evaluations were independently conducted by FDEP audit staff on all of Pinellas' network gaseous analyzers. This includes three ozone monitors, two sulfur dioxide monitors, two nitrogen dioxide monitors, and a carbon monoxide analyzer. Results of all performance evaluations were passing requiring no formal corrective action to be performed and helps to demonstrate our agency's competency.

Beginning mid-2020, originally due to the COVID-19 pandemic, FDEP began requiring local agencies to conduct their own required semi-annual flow rate audits on particulate matter and lead samplers. Recently, FDEP has announced it plans to maintain this procedure indefinitely. Pinellas has accomplished this by having our in-house QA Officer perform these audits using independent standards borrowed from other Florida agencies. FDEP has provided guidance and support coordinating these efforts. Each locally performed audit is submitted to FDEP staff for review and approval when the audit results are completed. The results of all the semi-annual flow rate audits performed between 7/1/2022 and 6/30/2023 have all passed and have not required any formal corrective action.

EPA-sponsored National Performance Audit Program (NPAP) audits were conducted on some Pinellas analyzers in June of 2023. Completed audits included ozone analyzer at 12-103-5002 and a sulfur dioxide (SO₂) analyzer was also audited at 12-103-0023. The NPAP results for the two analyzers were passing on all points tested.

In March 2023, EPA Region 4 conducted a technical systems audit (TSA) of the Florida PQAQO ambient air monitoring program for 2020-2022. Pinellas County staff participated virtually for the audit. There were no concerns, findings, or observations found regarding Pinellas data handling and documentation for this audit.

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ATTACHMENT 5

Contract Laboratories:

The Pinellas County Air Quality Division uses two third-party laboratories to perform analysis of various air toxics. This analysis is performed for the NATTS program. A third-party certified laboratory may be used, if necessary, as a backup laboratory to analyze air toxics funded under the 105 grant UATMP activities. These labs and the analysis done are summarized below:

**Eastern Research Group
601 Keystone Park Dr.
Morrisville, NC, 27560**

- Performs analysis of carbonyl compounds using EPA method TO-11A (NATTS)
- Performs analysis of PAH/semi volatile compounds using EPA method TO-13A (NATTS)

**Environmental Protection Commission of Hillsborough County, Environmental Lab
3629 Queen Palm Dr.
Tampa, FL, 33619**

- Performs analysis of airborne metals using EPA method IO-3.5 (NATTS)

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ATTACHMENT 6

Other Pertinent Documentation That Demonstrates Competency (Training)

The Pinellas County Air Quality Division (PCAQD) seeks to maintain a well-trained staff by providing training opportunities. This includes EPA Workshops, FDEP “hands-on” training sessions, webinars, on-line training, formal county training courses, and on-the-job training (OJT). PCAQD also participates in numerous monthly/quarterly EPA and FDEP teleconferences. Recent training for Air Monitoring Program personnel includes:

Training	Date
FDEP Air Monitoring Hands-On Training for Field and QA staff	5/2023
EPA Region 4 Ambient Air Monitoring Workshop	03/2023
Cyber Security Awareness Training	02/2023
Ethics for County Government	02/2023
National Incident Management System (NIMS 100,200,700) (new staff)	varies
CPR/AED and First Aid	varies
McCrone Microscopy Training (Microscopical Identification of Asbestos)	7/23/2022
Pinellas Field Operations Training Plan – Quality Assurance training (new staff member – Michelle Leon Tepetate)	7/27/2022
Pinellas Field Operations Training Plan – Quality Assurance training (new staff member –Justin Elsasser)	8/15/2022
Pinellas Field Operations Training Plan – Instrument/ Equipment Specific (new staff member – Michelle Leon Tepetate) – multiple equipment SOPs & OJT (all gaseous and particulate monitors, calibrators, ancillary equipment)	7/26/2022 - ongoing
Pinellas Field Operations Training Plan – Instrument/ Equipment Specific (new staff member –Justin Elsasser) – multiple equipment SOPs & OJT (all gaseous and particulate monitors, calibrators, ancillary equipment, air toxics sampling)	8/3/2022 - ongoing
SOP update training as new revisions are released. (ex. T640 / T640X – March 2023)	ongoing