

From: [Schneider, Sheila](#)
To: [Garver, Daniel](#); [Allen, Tammy L](#)
Cc: [Machua-Thairu, Wanjiru](#); [Bowers, Sheri](#); [Farrington, Brennan H](#)
Subject: RE: PM2.5 Grant Budget
Date: Monday, March 25, 2024 11:28:11 AM
Attachments: [image005.png](#)
[image006.png](#)
[image001.png](#)

Duly noted, Daniel. Tammy's out this week but we will make sure we follow the provisions regarding competitive procurement.

Sheila Schneider, Manager
Pinellas County Air Quality Division
(727) 464-4655

From: Garver, Daniel <Garver.Daniel@epa.gov>
Sent: Monday, March 25, 2024 9:56 AM
To: Allen, Tammy L <tallen@pinellas.gov>
Cc: Machua-Thairu, Wanjiru <MachuaThairu.Wanjiru@epa.gov>; Bowers, Sheri <shbowers@pinellas.gov>; Farrington, Brennan H <bfarring@pinellas.gov>; Schneider, Sheila <sschneider@pinellas.gov>
Subject: RE: PM2.5 Grant Budget

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Hi Tammy,

Thank you for submitting this revised budget. I approve it as submitted.

Please note that since the budgeted equipment purchase is above the micro-purchase threshold of \$10,000, you will need to follow the small purchase (\$10,000 - < \$250,000) competitive procurement requirements found at [2 CFR \\$200.320\(a\)\(2\)\(i\)](#). This means that you will need to obtain price quotations from at least three different qualified sources if you haven't done so already.

Thanks,
Daniel

From: Allen, Tammy L <tallen@pinellas.gov>
Sent: Friday, March 22, 2024 11:02 AM
To: Garver, Daniel <Garver.Daniel@epa.gov>
Cc: Machua-Thairu, Wanjiru <MachuaThairu.Wanjiru@epa.gov>; Bowers, Sheri <shbowers@pinellas.gov>; Farrington, Brennan H <bfarring@pinellas.gov>; Schneider, Sheila <sschneider@pinellas.gov>
Subject: RE: PM2.5 Grant Budget

Caution: This email originated from outside EPA, please exercise additional caution when deciding whether to open attachments or click on provided links.

Good morning, Daniel.

Thank you, for approving our equipment change. Attached is the revised budget and SF-424A that reflects the change as well as the recategorization of those "other" costs to "contractual".

I apologize for the delay.

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
Phone (727) 464-3547
tallen@pinellascounty.org

Office Hours: Tuesday – Friday: 6:00 a.m. to 4:30 p.m.
Holiday Week Hours: Monday – Friday: 6:00 a.m. to 2:30 p.m.

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

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Sent: Thursday, March 21, 2024 8:29 AM
To: Farrington, Brennan H <bfarring@pinellas.gov>; Schneider, Sheila <sschneider@pinellas.gov>
Cc: Stampley, Angela <Stampley.Angela@epa.gov>; Allen, Tammy L <tallen@pinellas.gov>; Machua-Thairu, Wanjiru <MachuaThairu.Wanjiru@epa.gov>
Subject: RE: PM2.5 Grant Budget

Hi Brennan,

Yes, I'm supportive of that change, and the black carbon monitor is an approvable expense under the 103 PM2.5 grant. Glad to hear that you can accommodate the T640 changeout with existing equipment. Please also ensure that you submit that intended PM2.5 method change to FDEP as part of the network plan this year.

If you all could send us a revised budget and SF-424A that reflects that change as well as the recategorization of those "other" costs to "contractual" then we should be able to approve the package. Wanjiru is now the APO on this grant, so I'm cc'ing her here as well.

Thanks!
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That said, I would like to propose potentially changing the equipment to an PM2.5 speciation black carbon instrument (i.e. Sonoma/ Magee 633) to replace an existing one at our Near-road site (12-103-0027) that is just about 8 years old. The old unit then could become a working spare or even something used for some non-regulatory sampling at the new EJ site for a time. The cost should be very similar to what is already in the grant app.

Do you have any input or concerns if this change was made? Or do you have any suggestions for a PM2.5 unit in our network?

Brennan Farrington

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Subject: PM2.5 Grant Budget

Hi Sheila,

Good talking with you this afternoon. I just reviewed your PM2.5 grant budget. All the expenses look to be approvable, but I noticed that the \$5,755 of expenses for equipment repair, maintenance, and recertification need to be categorized as "Contractual" instead of "Other." Could you please submit a revised budget that reflects this?

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Have a nice weekend,
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h. OTHER	
Other: Explain by major categories.	
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Site Safety Improvements	\$5,770
	Total for other \$14,930

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. FY 24/FY 25 PM 2.5 Monitoring	66.034	\$	\$	\$ 94,579.00	\$ 0.00	\$ 94,579.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 94,579.00	\$ 0.00	\$ 94,579.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	<div style="border: 1px solid black; padding: 5px; min-height: 150px;"> FY 24/FY 25 PM 2.5 Monitoring </div>				
a. Personnel	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">13,979.00</div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">13,979.00</div>
b. Fringe Benefits	<div style="border: 1px solid black; width: 100px; text-align: right;">9,215.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">9,215.00</div>
c. Travel	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
d. Equipment	<div style="border: 1px solid black; width: 100px; text-align: right;">31,500.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">31,500.00</div>
e. Supplies	<div style="border: 1px solid black; width: 100px; text-align: right;">15,590.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">15,590.00</div>
f. Contractual	<div style="border: 1px solid black; width: 100px; text-align: right;">5,055.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">5,055.00</div>
g. Construction	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">0.00</div>
h. Other	<div style="border: 1px solid black; width: 100px; text-align: right;">9,175.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px; text-align: right;">9,175.00</div>
i. Total Direct Charges (sum of 6a-6h)	<div style="border: 1px solid black; width: 100px; text-align: right;">84,514.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">84,514.00</div>
j. Indirect Charges	<div style="border: 1px solid black; width: 100px; text-align: right;">10,065.00</div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	<div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">10,065.00</div>
k. TOTALS (sum of 6i and 6j)	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">94,579.00</div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px; text-align: right;">94,579.00</div>
7. Program Income	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>	\$ <div style="border: 1px solid black; width: 100px;"></div>

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SECTION C - NON-FEDERAL RESOURCES						
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS	
8.	FY 24/FY 25 PM 2.5 Monitoring	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
9.						
10.						
11.						
12. TOTAL (sum of lines 8-11)		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION D - FORECASTED CASH NEEDS						
		Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal		\$ 94,579.00	\$ 15,250.00	\$ 15,250.00	\$ 48,829.00	\$ 15,250.00
14. Non-Federal						
15. TOTAL (sum of lines 13 and 14)		\$ 94,579.00	\$ 15,250.00	\$ 15,250.00	\$ 48,829.00	\$ 15,250.00
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.	PM 2.5 Monitoring	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	
17.						
18.						
19.						
20. TOTAL (sum of lines 16 - 19)		\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	
SECTION F - OTHER BUDGET INFORMATION						
21. Direct Charges:		\$84,514.00 (FY24/FY25)		22. Indirect Charges: Provisional 72%; Base-\$13,979; IR Expense-\$10,065		
23. Remarks:						

OBJECT CLASS CATEGORIES WORKSHEET

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

a. PERSONNEL (04/1/24 thru 3/31/25)

POSITION	NUMBER	SALARY	Work years (Based on 12 months)	AMOUNT
Environmental Division Manager	1	\$122,649	0.010	\$1,226
Env. Program Mgr. 2 Air Monitoring	1	\$96,210	0.010	\$962
Env. Program Mgr. 1 Air Monitoring	1	\$73,198	0.020	\$1,464
Env. Spec. 2/3 QA Officer	1	\$61,806	0.020	\$1,236
Env. Spec. 1/2	1	\$61,496	0.030	\$1,845
Env. Spec. 2/3	1	\$58,851	0.040	\$2,354
Env. Spec. 2/3	1	\$60,676	0.040	\$2,427
Environmental Chemist	1	\$69,211	0.003	\$208
Project Coordinator - Technical	1	\$112,857	0.020	\$2,257
a. PERSONNEL TOTAL	9		0.193	\$13,979

b. FRINGE BENEFITS

BASE	\$9,215
RATE: <u>65.92%</u> CFY24 = 51.54% (Fringe) + 14.38% (AL/LWP/holidays) (CFY = County Fiscal Year)	X (rates) (CFY= County Fiscal Year)
b. FRINGE BENEFITS TOTAL	\$9,215

c. TRAVEL

Explain:	
c. TRAVEL TOTAL: \$0	

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.

ITEM	NUMBER	COST PER UNIT	TOTAL
Sonoma Tech/ Magee Scientific Aethalometer Model AE-33 with optional PM2.5 inlet- Black carbon monitor	1	\$31,500	\$31,500
d. EQUIPMENT TOTAL:			\$31,500

e. SUPPLIES

List supplies by groups, as appropriate:	
FEM Op. Supplies, part, etc. 640 and 640x (pm 2.5 only) - flow meter 2@\$630 ea. (\$1260); Calibration Span dust 2@\$750 ea. (\$1500); filter (DFU) front panel 8@\$60 ea. (\$480); parts (circuit boards, gaskets, O rings, pump rebuild kits, filters, etc.) 5@\$400 ea. (\$2000); CPU/DOM/Sensor Control board replacement (\$1500); external pump (\$2000); internal pump 3@1290 ea. (\$3870)	\$12,610
PM 2.5 Monitor Supplies/Parts, Model TEI 1405 - DFU filters, 4@\$120 ea. (\$480); sample filters (\$295); parts – circuit boards, gaskets, O-rings, etc. (\$500); sample pump (\$1000)	\$2,275
Aethalometer/black carbon Operating supplies – filter tape 3@\$235 ea.	\$705
e. SUPPLIES	\$15,590

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.	
Repair & Maintenance Service – FTS Orifice Cert, 2@\$500 ea. (\$1000); TetraCal Certification (\$850); Repair Services (\$2855); Alicat recertification, 1@\$350 ea. (\$350)	\$5,055
f. CONTRACTUAL TOTAL	\$5,055

g. CONSTRUCTION (N/A)

h. OTHER

Other: Explain by major categories.	
Utility service – electric - 4 sites avg. \$60/mo/site (\$240 x 12)	\$2,880
Postage/Freight, 3@\$175 ea. (\$525)	\$525
Site Safety Improvements	\$5,770
	Total for other \$9,175

i. TOTAL DIRECT COSTS:	\$84,514
j. INDIRECT COSTS: (RATE: <u>72.00%</u> CFY 25 provisional rate) (2CFR 200 Cost Allocation rate% + agency Ind. Rate %) (CFY= County Fiscal Year)	\$10,065
k. TOTAL PROPOSED COSTS:	\$94,579
FEDERAL FUNDS REQUESTED: ___100___%	
RECIPIENT SHARE OF TOTAL PROPOSED COSTS: _____0_%	

From: [Farrington, Brennan H](#)
To: [Allen, Tammy L](#)
Cc: [Schneider, Sheila](#); [Bowers, Sheri](#)
Subject: RE: PM2.5 Grant Budget
Date: Thursday, March 21, 2024 2:50:22 PM
Attachments: [Pinellas County PM 2.5 grantandFY24-25 ObjectClassCategoriesrevised 3-21-24 .docx](#)
[image001.png](#)
[image002.png](#)

Tammy,
Here is the budget with the updated equipment info. I added \$700 to the Equipment total and subtracted \$700 from the Contractual category taking away 2 of the 3 Alicat re-certs. FDEP should be doing the re-certs for us for free now.

I do not see any necessary updates to the Workplan at this point. The only thing that will change is knowing for certain that the Network plan changes are approved through the State & EPA process. It just went out for public comment yesterday and remains posted for 30 days. Pinellas' proposed changes are incorporated in the posted Network plan.

Let me know if you need anything else. Sorry it is taking me so long in between completing tasks.

Brennan Farrington

All government correspondence is subjected to public records law.

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Sent: Thursday, March 21, 2024 9:21 AM
To: Farrington, Brennan H <bfarrington@pinellas.gov>
Cc: Schneider, Sheila <ssschneider@pinellas.gov>; Bowers, Sheri <shbowers@pinellas.gov>
Subject: FW: PM2.5 Grant Budget

Good morning, Brennan.

Attached is the budget for you to update to reflect Daniel's approved change (s). Please include in the Equipment Object Class category the specific unit and any items to be included with the unit purchase. You previously purchased a unit with a PM 2.5 Outlet. I have also included your Work Plan for you to update the table under *Activities to be Conducted* and any other necessary updates. I will need the revised copy back. You can provide it to the State if you need it for the change in the Air Monitoring Network Plan.

Tammy L. Allen

Tammy L. Allen
Technical Project Coordinator
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509 East Avenue S., Suite 138
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Daniel Garver (he/him)
Environmental Scientist
U.S. Environmental Protection Agency
Region 4 - Southeast
Air Data & Analysis Section | Air & Radiation Division
61 Forsyth St. SW, Atlanta, GA, 30303
Garver.Daniel@epa.gov | 404-562-9839 | epa.gov/region4

