

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/> Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
<b>State Use Only:</b>		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text"/> Pinellas County dba Board of County Commissioners		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 59-6000800	* c. Organizational DUNS: <input type="text"/> 0552002160000	
<b>d. Address:</b>		
* Street1:	<input type="text"/> c/o Office of Management and Budget	
Street2:	<input type="text"/> 14 S. Ft. Harrison Ave - 5th FL	
* City:	<input type="text"/> Clearwater	
County/Parish:	<input type="text"/>	
* State:	<input type="text"/> FL: Florida	
Province:	<input type="text"/>	
* Country:	<input type="text"/> USA: UNITED STATES	
* Zip / Postal Code:	<input type="text"/> 33756-5165	
<b>e. Organizational Unit:</b>		
Department Name: <input type="text"/> Public Works	Division Name: <input type="text"/> Air Quality Division	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: <input type="text"/> Ms.	* First Name:	<input type="text"/> Sheila
Middle Name: <input type="text"/> E.		
* Last Name: <input type="text"/> Schneider		
Suffix: <input type="text"/>		
Title: <input type="text"/> Environmental Division Manager		
Organizational Affiliation: <input type="text"/> Air Quality Division		
* Telephone Number: <input type="text"/> (727) 464-4422	Fax Number: <input type="text"/> (727) 464-4420	
* Email: <input type="text"/> sschneider@pinellascounty.org		

**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:**

66.034

CFDA Title:

Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities  
Relating to the Clean Air Act

**\* 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.docx

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Particulate Matter (PM 2.5) Ambient Monitoring Network

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="180,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* 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="0.00"/>
* g. TOTAL	<input type="text" value="180,000.00"/>

**\* 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 218, 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:

**Pinellas County**

**Section 103 Grant Application, Particulate Matter (PM 2.5) Ambient Monitoring Network**

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

## Allen, Tammy L

---

**From:** Burbridge, Katherine A  
**Sent:** Monday, July 1, 2019 10:00 AM  
**To:** Lomas, Meghan R; Allen, Tammy L  
**Subject:** Sam Registration should be good now.

Dear Katherine Burbridge,

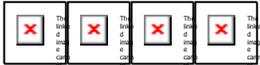
The registration for PINELLAS, COUNTY OF / 055200216 / 4ATJ4 is now active in the U.S. Government's System for Award Management (SAM). If you did not provide a Commercial and Government Entity (CAGE) Code during the registration process, one has been assigned to you by the Defense Logistics Agency (DLA) CAGE Program.

In order to remain eligible to do business with the Federal government, you must renew your entity's registration in SAM every year. The annual renewal date for the registration is **2020-06-27** 15:28:56.

**Katherine Burbridge**  
Pinellas County Office of Management and Budget  
14 S. Fort Harrison, 5th Floor  
Clearwater, Florida 33756  
Phone (727) 453-3457  
Fax (727) 464-4405  
[kburbridge@pinellascounty.org](mailto:kburbridge@pinellascounty.org)

**Your opinion matters to us!** Please take a moment to answer a brief survey about our service: [www.pinellascounty.org/surveys/OMB](http://www.pinellascounty.org/surveys/OMB)

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*All government correspondence is subject to the public records law.*

## Pinellas County Air Quality Division Cyber Security Grant Condition

*The Pinellas County Air Quality Division does not submit data directly to EPA networks nor do we use EPA networks to transfer data under this agreement. The Florida Department of Environmental Protection retrieves our data remotely via a wireless network and are the responsible agency for uploading data into the EPA system and securing their networks. Pinellas County cannot speak to or is responsible for the security policies/standards set by the State of Florida.*

*With regard to our communications with EPA via office e-mails, Pinellas County workstations and server data are protected by firewalls, spam filtering, industry standard access controls, a dedicated security team and other appropriate security measures where warranted including encryption. Pinellas County's Business Technology Services Information security department has implemented several methods (administrative and technical) to deter hacking; such as an intrusion detection system (IDS), user security awareness programs, security policies, asset management, and vulnerability management programs. The Information Security Department also implemented a security information and event management (SIEM) product to aggregate, correlate, and alert on critical security events from disparate types of devices. The IDS monitors network traffic to watch for signs of malicious activity and creates alerts on them for the security team to respond to. The security awareness program is aimed at end-users to educate the users on identifying and avoiding phishing emails and malicious websites which are a main entry point for hackers into an organization. Security policies have been drafted which will support the asset management programs in order to better allow Pinellas County to identify which systems are critical in order to protect them more effectively. The County's vulnerability management program scans county assets weekly to identify those weaknesses which hackers exploit so Business Technology Services staff may patch them prior to identification by malicious actors. Several other technologies provide technical controls which the County's networking team has implemented or is currently implementing, such as F5 web application firewalls, as well as network segmentation.*

### 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, and §105.

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, 2019 to September 30, 2020.

Ajaya Satyal, Air Quality Division Manager

*Name and Title of Principal Investigator*



6/12/2019

*Signature of Principal Investigator, Date*

**Quality Assurance Documentation and  
Certification of Competency**

**(This checklist is to be filled out and signed by the Grantee and provided to the Grant Project Officer. It is intended to be used for demonstrating competency on grant awards and for ongoing annual competency demonstration submittals)**

**1) Quality Assurance Documentation:** If the grantee's project involves environmentally related measurements or data generation, the grantee shall develop and implement quality assurance practices consisting of policies, procedures, specification, standards, and documentation sufficient to produce data of quality adequate to meet project objectives and to minimize loss of data due to out-of-control conditions or malfunctions per 2 CFR Part 1500.11.

**2) Certification of Competency:** The Competency Policy (FEM-2012-01) effective October 1, 2013, requires organizations generating or using environmental data under Agency-funded assistance agreements >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. There are a number of QA/QC activities already in place to ensure that organizations receiving federal funding are competent to perform environmental sampling, field measurements, and/or laboratory analyses compliant with the Forum on Environmental Measurements (FEM) Policy requirements.

Examples of documentation of competency can include the following: (Please check **one or more** of the appropriate blocks which best describe the nature/extent of your overall QA system. As applicable, please provide the appropriate suggested documentation as an attachment to this checklist.)

Cooperative Agreements/Grants – By checking this item, the grantee is acknowledging awareness of the terms and conditions listed on the grant/cooperative agreement which address QA requirements for the grant.

Participation in Certification Programs (e.g., NELAC, ISO) for laboratory or field activities, or if you are considering pursuing certifications in the future – If your Organization has certification(s), *please provide as documentation copies of the certificates and the date of the certification. If your Organization is considering pursuit of a certification, please provide details of your planning for this recognition. As part of certification, certain activities are already included (e.g., participation in proficiency testing programs; developed laboratory QA manuals and standard operating procedures, etc.). If accreditation/certification status changes any time during the period of performance, the US EPA project officer should be notified immediately.*

Participation in an external proficiency testing (PT) program (independent of external programmatic certifications (e.g., laboratory)) – *If applicable, please provide as an **attachment** to this document a tabular listing of proficiency testing programs/dates (e.g., different laboratory monitoring program/activities) that your organization participated in during the time period addressed by this QA documentation competency report. **SEE ATTACHMENT 1***

Quality documentation such as Laboratory Quality Assurance Manuals/Standard Operating Procedures (SOPs) (independent of external programmatic certifications (e.g., laboratory)) – *Please **include information** about the frequency that the manual and/or SOPs are reviewed/updated, and the date of the last review. **SEE ATTACHMENT 2***

Audit Results (periodic management systems reviews of QA system, laboratory audits and/or technical audits) – *During the time period addressed by this QA documentation competency report,*

QA Documentation & Certification of Competency Revised 05/27/15

please provide **dates that the audit(s) was/were performed** and a summary of the findings as an **attachment** to this checklist. **SEE ATTACHMENT 3**

EPA approved QMP's/QAPPs

QMP approved date: na expiration date: na

QAPP approved date: na expiration date: na

If multiple QMP(s)/QAPPs are included as part of your QA system, then please provide as an attachment to this checklist a tabular listing of the documents included as part of the QA system for your Organization (i.e., title/approval dates for QMP(s) and QAPPs).

As part of your approved QMP(s)/QAPP(s), your plan must include information about the qualifications of your staff and ongoing QA training of your personnel, that there is an established and documented QA/QC system, and that there is a Quality Assurance Officer responsible for overseeing implementation of your QA/QC program. **SEE ATTACHMENT 4**

Use of third party certified labs (sometimes included in QMPs, but not always) – If applicable, please provide the name of third party lab and the program/activities/analysis/contaminant that the third party lab is responsible for performing. **SEE ATTACHMENT 5**

Other – If applicable, please provide as an attachment to this checklist a tabular list of the other activities not specifically mentioned in this checklist that your Organization considers to be part of your QA system. **SEE ATTACHMENT 6**

**This Quality Assurance Documentation and Certification of Competency will be maintained in the grant file as required. For each Award a new form will need to be submitted to the EPA Project Officer with the application and workplan and annually thereafter with a timeline determined by the EPA Program Office.**

**3) Grantee Authorization:** The grant recipient authorizes to the best of their knowledge that the above information is accurate and complete. (Type in Name, Date, Organization and Grant number. Print the document, initial next to your name and send to EPA Grant Project Officer.)

Authorized (Assistant Agreement) Representative Ajava Satyal  
Agency Pinellas County, PCR Air Quality Division

Date 6/11/19



Grant Number, if known Pinellas County FY19/FY20 Grants including A-00402115, XA-00D30415 & PM - 96496315

Grant Type or Program Section 105, 103 PM 2.5, & 103 NATTS

**4) EPA Grant Project Officer:** (Acknowledge document receipt and place in the grant file following review/approval.)

I have reviewed the submitted certification of competency, and have determined that the grantee is in compliance with EPA's Policy to Assure the Competency of Organizations Generating Environmental Measurement Data Under Agency-Funded Assistance Agreements (FEM-2012-02). In making this determination, I have coordinated this review with any other appropriate EPA programs or grant project officers.

\_\_\_\_\_  
Grant Project Officer Name

\_\_\_\_\_  
Grant Project Officer Signature

\_\_\_\_\_  
Date

QA Documentation & Certification of Competency Revised 05/27/15

Pinellas County Air Quality Division  
Quality Assurance Documentation and Certification of Competency  
July 1, 2019—Attachments

**Attachment 1 – Participation in an external proficiency testing program:** The Pinellas County Air Quality Division (PCAQD) participates in a number of external proficiency testing programs. These include:

- The EPA National Performance Audit Program (NPAP)
- EPA Performance Evaluation Program (PEP)
- State of Florida (DEP) 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:

1. EPA NPAP -- not yet scheduled in 2019
2. EPA PEP -- 4/2019
3. State FDEP PE – 10/2018, 12/2018, 1/2019, 4/2019, 7/2019
4. EPA NATTS PT -- 11/2018, 3/2019
5. EPA RR Audit -- not yet scheduled in 2019

Pinellas County Air Quality Division  
Quality Assurance Documentation and Certification of Competency  
July 1, 2019—Attachments

**Attachment 2 -- Quality Documentation such as Laboratory Quality Assurance Manuals/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). By definition a PQAO must utilize common SOPs. Therefore local agencies no longer independently develop, revise, or review SOPs (with the possible exception of certain laboratory/air toxics SOPs unique to the particular agency). Most of the major SOPs (criteria pollutant, data validation, etc.) are undergoing consolidated into state-wide SOPs. The process for developing these SOPs is done through SOP subcommittees under the direction of the Florida Air Monitoring Advisory Committee (FAMAC). Below is a current list of Pinellas County's and the PQAO's SOP's. These are either in the process of being revised/consolidated or are planned to be revised/consolidated in order to meet PQAO requirements.

SOP Title	Revision
DEP 03-18 Rev. 0, Hi Vol PM10	01/2017 PQAO approved
DEP 07-06, Rev 0 TEI 43i-43itle	05/2017 PQAO approved
DEP 3-12, Rev 0 TEOM 1405	08/2016 PQAO approved
DEP-03-8, Rev 3 SEQUENTIAL SAMPLER FRM	05/2016 PQAO approved
DEP 11-09, Rev 0 Aethalometer	05/2017 PQAO approved
DEP 06-12 Rev 0, API Model 400E	06/2016 PQAO approved
DEP 09-2 Rev 0, TEI 42i	04/2017 PQAO approved
DEP 09-06 Rev 0, API T500U	06/2016 PQAO approved
DEP 08-14 Rev 0, API T300/U	05/2017 PQAO approved
DEP 17-11 Rev0, 8872 Agilaire	10/2016 PQAO approved
DEP 12-09 Rev 0, Environics 6100	01/2017 PQAO approved
DEP 12-8 Rev 1, API 700U Calibrator	9/2016 PQAO approved
DEP 18-27 Rev2, - Data Validation	03/2018 Approved by EPA
DEP 03-23 API 640X /640 PM25/PM10	1/2018 PQAO approved
DEP 06-11 Teledyne T703E O3 PS	11/2016 PQAO approved
DEP 16-22 Rev0, PM10 Lab	02/2017 Approved EPA
DEP 03-24 Met One E-Bam Plus	6/2018 PQAO approved

Pinellas County Air Quality Division  
Quality Assurance Documentation and Certification of Competency  
July 1, 2019—Attachments

**Attachment 2 Continued -- Quality Documentation such as Laboratory Quality Assurance Manuals/Standard Operating Procedures (SOPs):**

SOP Title	Revision
APPENDIX T - TIME STANDARDS	12/2001 Pinellas County approved
APPENDIX W - BIOS DRYCAL	06/1998 Pinellas County approved
APPENDIX AA - MANOMETERS	02/2002 Pinellas County approved
APPENDIX B - ELECTRONIC TEMPERATURE	10/1993 Pinellas County approved
APPENDIX C - MIN/MAX SOP	01/1994 Pinellas County approved
APPENDIX D - THERMOMETERS	01/1994 Pinellas County approved
APPENDIX E - ZERO AIR SYSTEMS	10/1993 Pinellas County approved
APPENDIX G - DIGITAL MULTIMETER	11/1993 Pinellas County approved
MANUAL IX - R.M. YOUNG WS/WD	01/1993 Pinellas County approved

Laboratory/Air Toxics SOPs currently under local control (non-PQAO):

SOP Title	Revision Date
Manual Tox1, VOC in Whole Air Collection Canisters VOC	July 2018
Asbestos SOP, Determination of Asbestos in Bulk using Polarizer Light Microscopy	March 2019
Asbestos Chain of Custody SOP	March 2019
SOP DEP 23-01 PUF	September 2017
SOP DEP 23-02 ATEC VOC Sampler	September 2017
ERG Carbonyl Sampling	January 2015
NATTS TAD ver3	October 2016
DEP 23-04 VOC Lab SOP	July 2018
DEP 11-9 Aethalometer	August 2017

Pinellas County Air Quality Division  
Quality Assurance Documentation and Certification of Competency  
July 1, 2019—Attachments

**Attachment 3 -- Audit Results (periodic management systems reviews of QA system, laboratory audits and/or technical audits):**

- No management system reviews or audits were schedule in this time period.
  - EPA Systems audit has been scheduled for 2020.
  
- EPA Performance Evaluation Program (PEP) audit was conducted in April 2019, however, the results from the EPA PEP audit (PM 2.5) were not received during this time period.
  
- Florida Department of Environmental Protection, performed a Quality Assurance System Audit for CY 17 data. The final report was closed out August 10, 2018.

Pinellas County Air Quality Division  
 Quality Assurance Documentation and Certification of Competency  
 July 1, 2019—Attachments

**Attachment 4 -- EPA approved QMPs/QAPPS:** 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 Ambient Air Monitoring Program as well as the QAPP for the State of Florida’s PM-2.5 Ambient Air Monitoring Program. Pinellas County, in partnership with the Hillsborough County Environmental Protection Commission (HCEPC), operates under the Tampa Bay Region QAPP for the National Air Toxics Trends Site (NATTS) Monitoring Program. QMP and QAPP information is as follows:

<u>QMP: Florida Department of Environmental Protection Quality Management Plan</u>	Approval Date: 12/2014	Submitted to EPA March 2019
<u>QAPP: Quality Assurance Project Plan for the State of Florida’s Gaseous Ambient Air Monitoring Program</u>	Approval Date: August 2018	FL _ Gaseous QAPP Revision No 0.1 Aug 2018
<u>QAPP: Quality Assurance Project Plan for the State of Florida’s Particulate Matter (PM2.5 &amp; PM10) Ambient Air Quality Monitoring Program</u>	Approval Date: May 2019	FL-Particulate Matter QAPP Revision No. 0 Approved: May 2019
<u>QAPP: Quality Assurance Project Plan for the State of Florida National Air Toxics Trends Stations and Air Toxics Monitoring Program</u>	Approval Date: February 2019	FL-NATTS/Air Toxics QAPP Revision No. 0 February 2019

While QMPs and QAPPS do not actually “expire”, they are expected to be revised and re-submitted every 5 years. EPA is aware of the QAPPS currently under revision and has allowed our newly formed PQAO time to finalize and submit those revisions.

Pinellas County Air Quality Division  
Quality Assurance Documentation and Certification of Competency  
July 1, 2019—Attachments

**Attachment 5 -- Use of third party certified labs:** The Pinellas County Air Quality Division uses two third party laboratories to perform analysis of various air toxics. The analysis is done for the NATTS program as well as UATMP activities funded under the 105 grant. 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/UATMP)
- 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/UATMP)

Pinellas County Air Quality Division  
Quality Assurance Documentation and Certification of Competency  
July 1, 2019—Attachments

**Attachment 6 -- Other (Training)**

The Pinellas County Air Quality Division 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). We also participate in numerous monthly/quarterly EPA and FDEP teleconferences. Recent training for Air Monitoring Program personnel includes:

7/2018	Environmental Policy Class-Master Program
8/2018	NIMMS Training
9/2018	CPR and First Aid Certifications
12/2018	Budget 101 County OMB
1/2019	Anti-Harassment/Anti-bullying County Training
2/2019	FDEP Air Forecasting Webinar “Air Now”
2/2019	Safety and the Supervisor
5/14-15/2019	FDEP Monitoring Workshop Hands-On Training
5/14/2019	FDEP Proficiency Testing for QA and Field Staff

## Quality Assurance Document Inventory

QUALITY MANAGEMENT PLAN	
Document Title	Approval/Submittal to EPA Date
Quality Management Plan for the Florida Department of Environmental Protection's Division of Air Resource Management	Submittal to EPA March 2019
QUALITY ASSURANCE PROJECT PLAN(S)	
Document Title	Approval/Submittal to EPA Date
FL-Gaseous QAPP Revision No. 0.1	Approved: August 2018
FL- NATTS Air Toxic QAPP Rev.0	Approved: Feb 2019
FL-Particulate Matter QAPP Monitoring Program Rev. 0	Approved: May2019
STANDARD OPERATING PROCEDURES	
Document Title	Approval/Submittal to EPA Date
SOP TECO Partisol ®-Plus Sequential Sampler PM2.5 DEP 03-8 REV. No. 3	PQAO approved: July 2018
SOP TEOM Model 1405 DEP 03-12 Rev. No. 0	PQAO approved: August 2016
SOP TECO Model 43i and 43i-Trace Level Enhance Sulfur Dioxide Analyzer DEP 07-06 Rev. No. 0	PQAO approved: May 2017
SOP TECO Model 42i-NO2-NO-NOX Analyzer DEP 09-2 Rev. No. 0	PQAO approved: March 2018
SOP DEP 16-22 Rev 0, PM10 Lab,	PQAO approved: February 2018
SOP DEP 18-27 Rev 4, Data Handling and Data Validation	PQAO approved: March 2018
SOP Teledyne API Series T400/400E Ozone Analyzer, DEP 06-12 ,	PQAO approved: September 2016
SOP Teledyne API Series T300 Series Carbon Monoxide Analyzer, DEP 08-14	PQAO approved: May 2017
SOP Teledyne API Series T500U Nitrogen Dioxide Analyzer, DEP 09-6	PQAO approved: April 2017
SOP Teledyne API Series Aethalometer 633 Analyzer, DEP 11-9	PQAO approved: April 2017
SOP API 604 and 640X Particulate Matter DEP 3-21 and DEP 3-23	PQAO approved: January 2018
SOP Met One E-Bam Plus PM10 DEP 3-24	PQAO approved: January 2019
SOP API 703E Ozone Primary Standard DEP 6-17	PQAO approved: February 2016
SOP T700U Calibrator DEP 13-5	PQAO approved: December 2017
SOP Environics Calibrator DEP 13-6	PQAO approved: May 2017

## Allen, Tammy L

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**From:** State\_Clearinghouse <State.Clearinghouse@dep.state.fl.us>  
**Sent:** Tuesday, November 5, 2019 8:41 AM  
**To:** Allen, Tammy L; State\_Clearinghouse  
**Cc:** Schneider, Sheila  
**Subject:** RE: Pinellas County Air Quality - Request determination if EPA section 103 Fine Particulate Matter (PM 2.5) Grant Project should be selected for review by State Under Executive Order 12372

**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 separately and directly to the State Clearinghouse email address, [State.Clearinghouse@dep.state.fl.us](mailto:State.Clearinghouse@dep.state.fl.us)

Good Luck.

*Chris Stahl*

Chris Stahl, Coordinator  
Florida State Clearinghouse  
Florida Department of Environmental Protection  
3800 Commonwealth Blvd., M.S. 47  
Tallahassee, FL 32399-2400  
ph. (850) 717-9076  
[State.Clearinghouse@floridadep.gov](mailto:State.Clearinghouse@floridadep.gov)

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**From:** Allen, Tammy L <tallen@co.pinellas.fl.us>  
**Sent:** Friday, November 1, 2019 6:28 AM  
**To:** State\_Clearinghouse <State.Clearinghouse@dep.state.fl.us>  
**Cc:** Schneider, Sheila <:sschneider@co.pinellas.fl.us>  
**Subject:** Pinellas County Air Quality - Request determination if EPA section 103 Fine Particulate Matter (PM 2.5) Grant Project should be selected for review by State Under Executive Order 12372

Good morning,

Pinellas County is applying for funding for our on-going EPA project under the Section 103 Fine Particulate Matter (PM 2.5) Grant funding opportunity. A summary of the project is included in this e-mail. Each application, 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?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	<input type="text"/>
<input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> 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.

**Granting Agency:** United States Environmental Protection Agency (USEPA)

**CFDA/CSFA #:** 66.034

**Grant Funding**

**Program Name:**

Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities Relating to the Clean Air Act; EPA Section 103, Toxics Characterization - National Air Toxics Trend Stations (NATTS)

**Grant Funding Type:** Project

**Grant Award Type:** Reimbursement

**Granting Agency Contact Name:** Artra Cooper, EPA Project Officer; Sharonita Johnson, EPA Grant Specialist

**Granting Agency Phone or Email:** Office: 404 562 9047 Email: [cooper.artra@epa.gov](mailto:cooper.artra@epa.gov); [johnson.sharonita@epa.gov](mailto:johnson.sharonita@epa.gov)

**Granting Agency Address:** Office of Grants Management and Strategic Planning  
Air, Pesticides and Toxics Management Division  
61 Forsyth Street SW, Atlanta, GA 30303

**Duration:** Multi-Year

**Proposed Abstract (Project Scope of Work):**

This grant program/project has been ongoing since 1998. The program monitors fine particulate matter air pollution levels in accordance with EPA requirements and standards to demonstrate compliance with National Ambient Air Quality Standards. This application is for a two-year budget/project period award to support continued funding of the existing County program.

**Benefit Summary:**

This project supports Pinellas County's Strategic Plan Goal 3.3 (Practice Superior Environmental Stewardship) to protect and improve the quality of our air and supports EPA's Strategic Plan Objective 1.1 (Improve Air Quality), by implementing a variety of monitoring activities that will assist in achieving and maintaining health-based air pollution standards to

reduce the direct emission of particulate matter and other criteria air pollution from stationary and mobile sources that are protective of human health. The environmental outcome will be reduced incidences of respiratory illnesses including asthma and lung cancer and improved visibility in scenic parks and wilderness areas.

Respectfully,

*Tammy L. Allen*

**Tammy L. Allen**

Technical Project Coordinator  
Pinellas County Air Quality Division  
509 East Avenue S., Suite 138  
Clearwater, FL 33756  
Phone (727) 464-3547  
[tallen@pinellascounty.org](mailto:tallen@pinellascounty.org)





April 15, 2019

Thomas Jewsbury  
Airport Director  
St. Pete-Clearwater International Airport  
14700 Terminal Blvd.  
Clearwater, FL 33762

Re: St. Pete-Clearwater International Airport (PIE) – Title VI Mini Compliance  
Review Closeout

Dear Mr. Jewsbury:

We have completed our assessment of the corrective actions related to the Fiscal Year 2018 Title VI mini compliance review of St. Pete-Clearwater International Airport (PIE).

We would like to thank you for participating in the review of your airport's programs, activities, and services. We appreciate the substantial effort taken by you and your staff to provide the required documentation, meet with FAA program staff, and provide access to all public areas of your airport.

The attached compliance review summary table lists the findings, corrective actions, and completion dates for Title VI issues identified in the compliance review final report. The airport authority's corrective actions are accepted by the FAA, and the review is closed as of the date of this letter, based on your documented good faith effort to complete outstanding item 17 within the stated timeframe.

As indicated throughout the compliance review process, the list of findings is not meant to be an all-inclusive list of compliance issues. The findings are a snapshot of the status of your programs, activities, and services, as identified at the time of the on-site review. This letter does not exempt the airport authority from responsibility for taking all necessary steps to ensure sustained compliance with the Title VI of the Civil Rights Act of 1967, 49 CFR Part 21, their implementing regulations, and other relevant legal authority. In addition, this letter does not preclude prospective regulatory actions should violations be observed during subsequent reviews or through other processes.

We would also like to inform you that under the Freedom of Information Act (5 U.S.C § 552) and the Privacy Act (5 U.S.C. § 55(a)), it may be necessary to release this information, related correspondence, and records upon request. In the event that we receive such a request, we will seek to protect, to the extent provided by law, personal information, which if released could constitute an unwarranted invasion of privacy.

If you have any questions or require additional information, please contact Cherry Smith of our staff, at (718) 553-3299 or by e-mail at [cherry.smith@faa.gov](mailto:cherry.smith@faa.gov).

Thank you for your cooperation and sustained effort to ensure Title VI compliance at your airport.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Klein', written over a circular stamp or mark.

Jonathan Klein  
Team Lead  
Airport Disability and Nondiscrimination Compliance Program

Enclosure

**PIE – Title VI mini Compliance Review**  
**February 1, 2018**

Topic and Location	Compliance Status	Regulation	Corrective Action	Completion Date
<b>4. Complaint Procedures</b>	Pinellas County has Title VI complaint procedures, but they do not include notifying the FAA of any Title VI complaint within 15 days of receipt and of the actions taken to address each complaint.	49 CFR Part 21, Appendix C(b)(3)	<p><b>Recommendation:</b> Establish procedures to notify the FAA of any Title VI complaint within 15 days of receipt and of the actions taken to address each complaint.</p> <p><b>Actual:</b> Procedures were updated, as recommended.</p>	September 1, 2018
<b>5. Complaint Form</b>	The Pinellas County complaint form does not include sex and creed as bases of discrimination.	49 USC § 47123	<p><b>Recommendation:</b> Include discrimination on the bases of sex and creed in the complaint Form.</p> <p><b>Actual:</b> The form was updated, as recommended.</p>	September 1, 2018
<b>5a. Airport Website</b>	There is no Title VI complaint form on the Airport's website but Pinellas County oversees PIE, and the form is on their website.	49 CFR § 21.9(d); Appendix C (b)(3)	<p><b>Recommendation:</b> The Airport website should include a link to Pinellas County's website for airport passengers to obtain access to the Title VI complaint form/materials.</p> <p><b>Actual:</b> Copies of the revised complaint form and the revised policy were provided to the FAA and can be found on PIE's website at this address:</p> <p><a href="http://www.flye2pie.com/about-pie">www.flye2pie.com/about-pie</a></p> <p>On Pinellas County's website, Title VI complaint form and materials are also on the following site:</p> <p><a href="http://www.pinellascounty.org/Humanrights/pdf/title-vi-policy-and-grievance-procedures.pdf">http://www.pinellascounty.org/Humanrights/pdf/title-vi-policy-and-grievance-procedures.pdf</a></p> <p><a href="http://www.pinellascounty.org/humanrights/pdf/title-vi-complaint-form.pdf">http://www.pinellascounty.org/humanrights/pdf/title-vi-complaint-form.pdf</a></p>	September 1, 2018

Topic and Location	Compliance Status	Regulation	Corrective Action	Completion Date
<b>14. Airport Emergency Plan (AEP)</b>	PIE's Airport Emergency Plan identifies how they will assist an LEP individual in Section 4, but there is no mention of how to assist an LEP individual in Section 3 or 5.	AC 150/5200-31C	<p><b>Recommendation:</b> Update Airport Emergency Plan and/or related procedures to identify how LEP individuals will be assisted in an emergency.</p> <p>The information can be included in the special needs population discussion if LEP individuals are included in the definition of the special needs population in Chapter 6, Sections 3 and 5.</p> <p><b>Actual:</b> Changes were made to the AEP and were reviewed during the Airport's July 23, 2018 Annual Certification Inspection.</p>	July 29, 2018
<b>17. Contracts</b>	The expired subcontract to Artec Group Inc., did not include the Title VI assurances.	49 CFR § 21.7	<p><b>Recommendation:</b> Develop a process to periodically review subcontracts to ensure Title VI assurances are included.</p> <p><b>Actual:</b> Pinellas County does not require copies of subcontracts from its prime contractors; however, language can be added by County to hold the Prime Contractor responsible for inserting Title VI language into their subcontracts during construction bids.</p> <p>Standardized Title VI language is being added to new contracts, and by January 1, 2020 will be added to all airline contracts.</p>	July 29, 2018
<b>18a. Unlawful Discrimination poster</b>	Few Unlawful Discrimination posters are displayed pre-security and post-security.	49 CFR § 21.9(d)	<p><b>Recommendation:</b> Post additional Unlawful Discrimination posters in conspicuous locations at the terminal, particularly on the pre-security side. The posters should also be posted at other facilities on airport property that the public has access to, such as fixed-base operator facilities, parks, restaurants, and gas stations.</p> <p><b>Actual:</b> There are eight posters currently posted in PIE's terminal, which are shown on the attached terminal map. There are posters located at Signature Flight Support in their flight planning room and in Sheltair's aviation lobby and the pilot's lounge.</p>	July 27, 2018

**BOARD OF COUNTY  
COMMISSIONERS**

Kathleen Peters  
Dave Eggers  
Pat Gerard  
Charlie Justice  
Janet C. Long  
Karen Williams Seel  
Kenneth T. Welch



December 20, 2019

Ms. Sharonita Johnson, Grant Specialist  
Grants & IAG Operations Unit  
U.S. Environmental Protection Agency  
61 Forsyth Street, S.W.  
Atlanta, GA 30303-8960

Re: FY 2020 through FY 2022 Indirect Cost Rate Submittal – FY 2020/21– FY21/22 PM 2.5 Section 103 Grant

Dear Ms. Johnson:

Pinellas County Air Quality Division's FY 2020/21 – FY21/22 budgets and Section PM 2.5 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 FY 20/21 project period is 36.05%.

The Total Indirect Rate requested for approval for the FY 21/22 project period is 37.88%.

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 FY20/21 and FY21/22.

Air Quality  
509 East Avenue South  
Clearwater, Florida 33756  
Main Office: 464-4422  
V/TDD: (727) 464-4062

[www.pinellascounty.org](http://www.pinellascounty.org)

The total "Air Program costs and operations" are not fully grant-related. Therefore, we apply the pre-determined rate for Indirect Costs and a "general administrative costs" rate to properly determine allowable reimbursable expenses. The general administrative activities rate (Agency Indirect Costs) is calculated by dividing the total direct labor costs (no fringe) for Air Quality staff hours spent on general admin activities by the total direct salaries and wages (no fringe, no Overtime) for the agency.

Based on the "work years" assessment detailed on the Budget Categories Information sheet, showing the Object Class Category for personnel (in the original financial application package), it shows \$32,683 for projected salaries, attributable to the FY20/21 grant efforts. The calculated "pre-determined" General Governmental indirect rate of 27.39% plus an additional rate of 8.66% for "general administrative costs", will be applied to direct program salaries for the FY20/21 project period.

Based on the "work years" assessment detailed on the Budget Categories Information sheet, showing the Object Class Category for personnel (in the original financial application package), it shows \$32,362 for projected salaries, attributable to the FY21/22 grant efforts. The calculated "pre-determined" General Governmental indirect rate of 28.18%, plus an additional rate of 9.7% for "general administrative costs", will be applied to the to direct program salaries for the FY21/22 project period.

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

Sincerely,

*Sheila Schneider*

Sheila E. Schneider, MSCM  
Air Quality Division Manager

Attachments – 1

Cc: Angela Isom, EPA Grants Project Officer  
e-file: Grant File

**PINELLAS COUNTY AIR QUALITY DIVISION GRANTS & CONTRACTS**

**FY20**

**% FOR INDIRECTS, ADMINISTRATIVE (AGENCY INDIRECTS), BENEFITS, AND LEAVE TIME  
12/3/2019**

**2 CFR Part 200 Cost Allocation Plan % Indirects:**

*(Based on FY 2018 Actual Expenditures)*

**27.39% for County Indirects**

**% for Administrative (Agency Indirects) Time:**

Total Salaries & Wages Actuals 10/1/17-10/01/18

0001	656,442.00
1075	560,747.00

1,217,189.00

**36.05% Combined Indirects Rate**

Total Indirect Admin Salary Actuals 10/1/17-9/30/18

(000282A/3XX.x)	93,198.38
LWP Training	\$12,151.12

105,349.50

**8.66% for Administrative Overhead  
(Total Agency Indirects)**

**% for Benefits is calculated on FY20 budget estimates as of 2/14/19:**

Fringe	50.9%
Leave	14.7%

**65.60% for Benefits**

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

**PINELLAS COUNTY AIR QUALITY DIVISION GRANTS & CONTRACTS**

**FY21  
% FOR INDIRECTS, ADMINISTRATIVE (AGENCY INDIRECTS), BENEFITS, AND LEAVE TIME  
12/4/2019**

**2 CFR Part 200 Cost Allocation Plan % Indirects:**  
*(Based on FY 2019 Estimated Expenditures)*

**28.18% for County Indirects**

**% for Administrative (Agency Indirects) Time:**

Total Salaries & Wages estimates 10/1/18-9/30/19

0001	580,407.32
1075	708,937.48

1,289,344.80

**37.88% Combined Indirects Rate**

Total Indirect Admin Salary estimates 10/1/18-9/30/19

(000282A/3XX.x)	110,989.18
LWP Training	14,116.19

125,105.37

**9.70% for Administrative Overhead  
(Total Agency Indirects)**

**% for Benefits is calculated on FY21 budget estimates as of 5/04/19:**

Fringe	55.70%
Leave	15.60%

**71.30% for Benefits**  
(Leave, SS, Health Ins., Retirement, etc)

Plan uploaded to Intranet 4-04-19	FY20			Inflation Rate	ADJUSTED for Inflation FY21		
	258300 AQ				258300 AQ	1075 AQ F1075	TOTAL
ELEMENTS	F0001	1075 AQ F1075	TOTAL		F0001	1075 AQ F1075	TOTAL
General Government	4,091	3,991	8,082	6	4,336	4,230	8,567
Building Depreciation	40,383	0	40,383	6	42,806	0	42,806
Communications	0	0	0	6	0	0	0
Print	0	-56	-56	6	0	-59	-59
Mail	4,808	0	4,808	6	5,096	0	5,096
Clerk - Finance	11,337	14,026	25,363	6	12,017	14,868	26,885
Attorney	9,398	13,370	22,768	6	9,962	14,172	24,134
Cnty Admin	3,468	3,357	6,825	6	3,676	3,558	7,235
Purchasing	0	0	0	6	0	0	0
OMB	2,457	3,495	5,952	6	2,604	3,705	6,309
Records Management	0	12,662	12,662	6	0	13,422	13,422
Facility Mgmt North I	0	0	0	6	0	0	0
NW Section O&M	75,375	0	75,375	6	79,898	0	79,898
Facility Mgmt North II	0	0	0	6	0	0	0
Human Resources	13,641	13,206	26,847	6	14,459	13,998	28,458
Human Rights	0	0	0	6	0	0	0
Communications	0	0	0	6	0	0	0
Risk Cost Plan	14,044	8,106	22,150	6	14,887	8,592	23,479
BTS Cost Plan	0	40,678	40,678	10.3	0	44,868	44,868
Clerk - FIS	0	0	0	6	0	0	0
Insp-Gen	776	1,514	2,290	6	823	1,605	2,427
TOTAL INDIRECT COSTS	179,778	114,349	294,127		190,565	122,959	313,524
SALARIES AND WAGES	656,442	560,747	1,217,189		676,135.26	577,569.41	1,253,705
PROPOSED INDIRECT RATE	27.39%	20.39%	24.16%		28.18%	21.29%	25.01%
Total Excludes BTS & Risk	165,734	65,565	231,299		175,678	69,499	245,177



Compensation Expense Detail  
Time run: 5/31/2019 2:19:47 PM

Department-Division	Version	County Admin	Scenario	Budget	Year	Max Annual Leave per Year	Pay Grade	FY21											2020								
								Shoe Allowance	Dental	Life	Long Term Disability	Medical	Pay Adjustment	Retirement - DROP	Retirement - Regular	Short Term Disability	Medicare	Social Security	Total Benefits	FY20 Salary	FY21 Pay Adj [2% of midpt]	FY21 Est. Salary	Total Compensation	FY21 Est. Hourly rate	Hol		
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C175	Taylor, Ms. Vicki Ellen	E15414	34.58	232	C30		849.96	131.96	448.67	21,660.00	2,346.70	12,897.18				390.00	1,275.64	5,454.47	45,454.59	84,780.80	2,300.69	87,081.49	132,536.08	41.87	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C176	Ketron, Ms. Alice D.	E100318	8.5	160	C21	25.00	849.96	71.89	244.43	21,660.00	1,579.11					390.00	694.94	2,971.46	32,540.35	45,864.00	1,548.14	47,412.14	79,952.49	24.21	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C177	Stallings, Ms. Nicole Marie	E100776	7.25	160	C24		849.96	82.37	280.07	21,660.00	1,802.51					390.00	796.29	3,404.83	33,939.45	52,588.22	1,767.17	54,355.39	88,294.84	26.13	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C179	Welhouse, Mr. Jared G	E103094	2.5	136	C21		849.96	64.35	218.80	21,660.00	1,579.11					390.00	622.08	2,659.91	31,699.16	40,913.60	1,548.14	42,461.74	74,156.90	21.83	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C180	Luels, Mr. Michael	E08842	35.25	232	C26	25.00	849.96	122.36	416.01	21,660.00	1,968.00					390.00	1,182.78	5,697.42	43,694.89	78,790.40	1,923.41	80,718.31	124,324.30	38.81	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C2675	Farrington, Mr. Brennan H	E31108	20.17	232	C28		849.96	99.81	339.36	21,660.00	2,149.39					390.00	964.84	4,125.52	36,241.48	63,753.66	2,197.25	65,950.91	102,102.39	31.66	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/C2763	Fiesbeck, Ms. Rebecca Dawn	E100065	9.67	184	C19		849.96	70.71	240.41	21,660.00	1,446.08					390.00	683.51	2,922.59	32,274.73	45,240.00	1,417.73	46,657.73	78,932.46	23.17	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/E121	New Air Division Manager		1.5	144	SM4a		849.96	154.39	510.00	21,660.00	3,223.77					390.00	1,492.45	6,381.52	34,662.09	98,716.80	3,160.56	101,877.36	136,539.45	48.98	
Parks and Conservation Resources Dept	BCC-Air Quality	BCC/E632	Allen, Ms. Tammy L	E21038	29.83	256	P1		849.96	122.26	415.67	21,660.00	2,430.72					390.00	1,181.82	5,053.30	39,039.79	78,291.20	2,383.06	80,674.26	119,714.05	38.79	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2326	Brodour, Mr. Chris R	E20998	29.83	232	C30		849.96	128.47	438.78	21,660.00	2,346.70					390.00	1,241.83	5,309.89	39,651.88	82,472.02	2,300.69	84,772.69	124,424.57	40.76	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2433	Vacant		N/A	N/A	C21		849.96	61.35	208.60	21,660.00						390.00	593.09	2,535.96	29,779.77	40,497.60	0.00	40,497.60	70,277.37	19.47	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2511	Thomas, Mr. Mike O	E18396	32.17	232	C24		849.96	97.25	330.65	21,660.00	1,802.51	9,504.43				390.00	940.07	4,019.61	39,594.47	62,405.82	1,767.17	64,172.99	103,767.47	30.85	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2542	Fisberg, Mr. William R	E34626	17.75	208	C30		849.96	112.30	381.82	21,660.00	2,346.70					390.00	1,085.56	4,641.71	37,859.17	71,801.60	2,300.69	74,102.29	111,941.46	35.83	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2673	Co, Mr. Dean L	E39358	16.58	208	C26		849.96	104.17	354.17	21,660.00	1,968.00					390.00	1,056.96	4,305.63	36,548.73	66,809.60	1,923.41	68,733.01	105,287.94	33.05	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2674	Burchfield, Ms. Candis Marie (Cari)	E101855	5.08	160	C26		849.96	83.50	293.89	21,660.00	1,968.00					390.00	407.13	3,451.20	34,230.72	53,144.80	1,529.41	55,094.21	89,524.93	27.41	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2761	Jackson, Ms. Shea Lee	E18646	31.92	232	C24		849.96	104.65	355.82	21,660.00	1,802.51					390.00	1,011.65	4,325.69	36,437.66	67,293.82	1,767.17	69,060.99	105,498.66	33.20	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2762	Bowman, Ms. Susan Lynn	E10397	2.17	120	C24	25.00	849.96	71.98	244.74	21,660.00	1,802.51					390.00	695.83	2,975.25	32,774.05	45,703.42	1,767.17	47,470.59	80,244.64	22.82	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C2905	Morris, Mr. Jeffrey H	E17142	33	232	C24		849.96	121.54	413.23	21,660.00	1,802.51	11,878.20				390.00	1,174.86	5,023.52	43,313.81	68,021.82	1,767.17	69,788.99	113,102.81	33.55	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/C3325	Kiehn, Mr. Adam V.	E101497	6	160	C26		849.96	79.34	269.75	21,660.00	1,968.00					390.00	766.93	3,279.27	33,764.29	50,419.20	1,529.41	52,348.61	86,112.90	26.09	
Parks and Conservation Resources Dept	BCC-Air Quality Tag Fee	BCC/E539	Culliver, Mr. Sherrill Curtis	E100803	7.17	184	SM6		849.96	124.42	423.04	21,660.00	2,615.30					390.00	1,202.77	5,142.89	39,467.43	79,539.20	2,564.02	82,103.22	121,570.65	39.47	
<b>Parks and Conservation Resources Dept Total</b>									<b>75.00</b>	<b>10,999.20</b>	<b>2,009.07</b>	<b>6,815.91</b>	<b>433,200.00</b>	<b>38,948.14</b>	<b>46,238.16</b>	<b>78,381.36</b>	<b>7,800.00</b>	<b>19,421.03</b>	<b>83,041.65</b>	<b>732,854.53</b>	<b>1,277,067.58</b>	<b>38,184.46</b>	<b>1,315,252.04</b>	<b>2,048,106.57</b>			



# **Federal 2 CFR 200 Cost Allocation Plan**

## **Based on FY 2018 Expenditures**



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MGTConsulting.com

# Certificate of Cost Allocation Plan

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal based on FY 2018 to establish cost allocations or billings for FY 2020 are allowable in accordance with the requirements of 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Government Unit: Pinellas County, Florida

Signature: 

Name of Official: Bill Berger

Title: Director, Office of Management and Budget

Date of Execution: June 27, 2019

**Pinellas County Florida  
2 CFR Part 200 Cost Allocation Plan**

FY 2018  
7/2/2019

**Summary Schedule**

Department	1 254220 Parks Group 5 South Central	1 255010 Fort De Soto Park	1 256005 Marina Ops	1 258300 Air Quality	1 261115 Business Dev	1 261120 Business Assist	1 261130 Ed Mktg Spec Prj	1 261140 Ed Ops & Research	1 261210 Econ Dev Incnt Grnts	1 261220 Small Bus Dev Cntr
1 Building Depreciation	\$0	\$0	\$50,986	\$40,383	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
10 1 114300 Gen Gov	5,307	14,186	5	4,091	2,726	954	912	2,248	2	640
11 1 171010 Cnty Attny	12,375	32,741	59	9,398	9,143	2,621	2,772	9,726	0	1,683
12 1 201010 Cnty Admin	4,464	12,026	0	3,468	2,213	775	738	1,844	0	553
14 1 321110 Office Mgt&Budget	3,235	8,558	15	2,457	2,390	685	725	2,542	0	440
15 1 351110 Purchasing	0	0	0	0	3,937	0	0	1,407	0	0
16 1 361310 Gen Asset Mgt	0	0	0	0	0	0	0	0	0	0
17 1 361410 Real Prop Leases	0	0	0	0	0	0	0	0	87,787	0
18 1 361525 NW Section O&M	0	0	0	75,375	0	0	0	0	0	0
19 Clearwater Chiller Plant	0	0	0	0	0	0	0	0	0	0
20 1 361530 SE Section O&M	0	0	0	0	0	0	0	0	0	0
21 1 361540 Jail Section	0	0	0	0	0	0	0	0	0	0
22 1 661110 Human Resources	17,559	47,308	0	13,641	8,707	3,047	2,902	7,256	0	2,177
23 1 671110 Office Human Rights	0	0	0	0	401	0	0	0	0	0
24 1502 950100 Clk Adm	0	0	0	0	0	0	0	0	0	0
25 1502 950410 Print	0	(2,169)	0	0	30	0	467	187	0	0
26 1502 950420 Mail	0	0	0	4,808	0	0	0	4,393	0	0
27 1502 952720 Tech	0	0	0	0	0	0	0	0	0	0
28 1502 950500 Finance	18,588	39,195	465	11,337	18,426	6,403	6,512	13,095	179	582
29 1502 950520 Bd Rec	0	0	0	0	0	0	0	0	0	0
30 1502 952410 Rec Mgt BCC	0	1,033	0	0	0	0	0	5,771	0	0
31 1502 953100 Insp Gen	1,022	2,704	5	776	755	216	229	803	0	139
<b>Total Current Allocations</b>	<b>\$62,550</b>	<b>\$155,581</b>	<b>\$51,535</b>	<b>\$165,735</b>	<b>\$48,728</b>	<b>\$14,700</b>	<b>\$15,257</b>	<b>\$49,273</b>	<b>\$87,968</b>	<b>\$6,215</b>

Indirect Costs **\$165,735**  
 Salaries & Wages \$656,442  
 Indirect Cost Rate 25.25%

**Pinellas County Florida  
2 CFR Part 200 Cost Allocation Plan**

FY 2018  
7/2/2019

**Summary Schedule**

Department	1025 Emg Phone Svc	1029 Comm Housing	1030 Bldg & Dev Review	1040 Tourist Dev	1050 Fire Districts	1071 Construction Licensing	1075 Air Quality	1081 Palm Harbor Rec&Lib	1082 Feather Sound Comm	1083 East Lake Library
1 Building Depreciation	\$0	\$0	\$20,161	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
10 1 114300 Gen Gov	30,357	31	24,882	22,859	888	1,383	3,991	53	22	25
11 1 171010 Cnty Attny	89,820	321	68,047	126,199	6,753	11,644	13,370	0	36	0
12 1 201010 Cnty Admin	26,081	0	21,064	18,113	516	3,320	3,357	0	0	0
14 1 321110 Office Mgt&Budget	23,478	84	17,787	32,987	1,765	3,044	3,495	29	9	13
15 1 351110 Purchasing	19,728	0	2,174	33,600	5,361	786	0	0	0	0
16 1 361310 Gen Asset Mgt	0	0	0	0	0	0	0	0	0	0
17 1 361410 Real Prop Leases	0	0	0	20,146	0	0	0	0	0	0
18 1 361525 NW Section O&M	88,741	0	35,613	0	0	0	0	0	0	0
19 Clearwater Chiller Plant	0	0	3,717	0	0	0	0	0	0	0
20 1 361530 SE Section O&M	0	0	0	0	0	0	0	0	0	0
21 1 361540 Jail Section	0	0	0	0	0	0	0	0	0	0
22 1 661110 Human Resources	102,598	0	82,862	71,252	2,032	13,061	13,206	0	0	0
23 1 671110 Office Human Rights	0	0	0	1,604	0	0	0	0	0	0
24 1502 950100 Clk Adm	0	0	0	0	0	0	0	0	0	0
25 1502 950410 Print	(1,824)	0	2,746	1,259	0	3,054	(56)	0	0	0
26 1502 950420 Mail	278	0	3,889	12,468	0	10,266	0	0	0	0
27 1502 952720 Tech	0	0	0	0	0	0	0	0	0	0
28 1502 950500 Finance	45,042	3,023	72,073	187,940	28,952	28,440	14,026	5,151	2,129	2,433
29 1502 950520 Bd Rec	0	0	0	83,762	0	47,490	0	0	0	0
30 1502 952410 Rec Mgt BCC	0	0	0	3,034	0	51,201	12,662	0	0	0
31 1502 953100 Insp Gen	8,254	955	8,140	73,736	21,966	0	1,514	1,481	213	498
<b>Total Current Allocations</b>	<b>\$432,552</b>	<b>\$4,414</b>	<b>\$363,155</b>	<b>\$688,958</b>	<b>\$68,234</b>	<b>\$173,687</b>	<b>\$65,566</b>	<b>\$6,714</b>	<b>\$2,409</b>	<b>\$2,969</b>

Indirect Costs  
Salaries & Wages  
Indirect Cost Rate

**\$65,566**  
\$560,747  
11.69%

**PINELLAS COUNTY, FLORIDA**  
**BUSINESS TECHNOLOGY SERVICES (BTS)**  
**FY 2018 DEPARTMENTAL COST ALLOCATION PLAN**



*Based on Fiscal Year Ended September 30, 2018  
For Use in Fiscal Year 2020*

**Final January 31, 2019**



**4320 W. Kennedy Boulevard, Suite 200  
Tampa, Florida 33609  
[www.mgtconsulting.com](http://www.mgtconsulting.com)**

**Pinellas County Business Technology Services (BTS)  
Departmental Cost Allocation Plan**

FY 2018  
1/31/2019

**Summary Schedule**

Department	BCC: Mgmt & Budget	BCC: PCR General Fund 96%	BCC: PCR AQ Tag Fee 4%	BCC: Planning	BCC: PS Comm Radio	BCC: PSS Fir Ops GF	BCC: PSS 1025 911	BCC: PSS Regional 911 GF	BCC: PSS Fire Dist	BCC: PSS EMS
1 BTS Indirect (County Overhead)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 BTS Infrastructure, Network, Security &	0	0	0	0	0	0	0	0	0	0
3 Enterprise IT Asset Management	0	355,684	15,549	0	0	0	0	0	0	0
4 Enterprise IT Business Intelligence	163,151	29,664	0	4,944	34,608	0	4,944	0	0	4,944
5 Enterprise IT County Web	0	0	0	0	0	0	0	0	0	0
6 Enterprise IT Customer Support Center	52,542	62,813	0	37,727	61,628	0	0	0	0	0
7 Enterprise IT Email	5,821	32,716	931	5,705	30,271	0	5,852	5,210	0	0
8 Enterprise IT GIS	45,546	71,487	0	134,496	218,719	0	3,957	0	0	0
9 Justice CCMS	0	0	0	0	0	0	0	0	0	0
10 Oracle eBusiness	255,757	312,442	14,846	72,881	159,258	7,086	68,720	61,186	0	5,736
11 Enterprise IT Personal Computing	29,323	92,494	3,854	21,544	32,315	0	0	0	0	45,481
12 Enterprise IT Telephone	7,886	48,738	1,846	14,810	0	0	14,448	12,863	0	58,470
13 Enterprise Computer Replacement (EC	9,676	8,870	0	2,419	806	0	5,644	1,613	0	1,613
14 MS Office 365	22,819	128,245	3,651	22,363	118,661	0	22,938	20,423	0	0
15 BCC Custom IT-Direct Depts	243,434	12,717	0	3	0	0	0	0	0	122,103
<b>Total Current Allocations</b>	<b>\$835,955</b>	<b>\$1,155,868</b>	<b>\$40,678</b>	<b>\$316,891</b>	<b>\$656,265</b>	<b>\$7,086</b>	<b>\$126,503</b>	<b>\$101,295</b>	<b>\$0</b>	<b>\$238,347</b>



**Risk Full Cost Allocation Plan  
FY 2018 Actual Expenditures**



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**Pinellas County Florida  
Risk Full Cost Allocation Plan**

FY 2018  
2/1/2019

**Summary Schedule**

Department	1 253220 Parks Northeast	1 253230 Parks Northcentral	1 254010 Parks&Env South	1 254011 Parks Countywide Trades	1 254040 FM/PT	1 254210 Parks Southwest	1 254220 Parks Southcentral	1 255010 Fort De Soto Park	1 256005 Marina Ops	1 258300 Air Quality
1 Risk Indirect Costs from Central Servic	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 5005 Risk Admin	7,349	11,236	0	9,110	4,251	8,564	7,349	19,799	0	5,709
3 5005 Risk Claims	17,632	9,246	0	2,007	27,848	4,239	42,492	220,305	0	2,270
4 5005 Risk Property	7,431	8,820	0	0	4,993	20,330	32,519	36,064	0	3,629
5 5005 Risk Other Insurance	3,136	4,794	0	5,291	33,793	9,270	5,944	8,448	0	2,436
<b>Total Current Allocations</b>	<b>\$35,548</b>	<b>\$34,097</b>	<b>\$0</b>	<b>\$16,408</b>	<b>\$70,885</b>	<b>\$42,402</b>	<b>\$88,304</b>	<b>\$284,617</b>	<b>\$0</b>	<b>\$14,044</b>

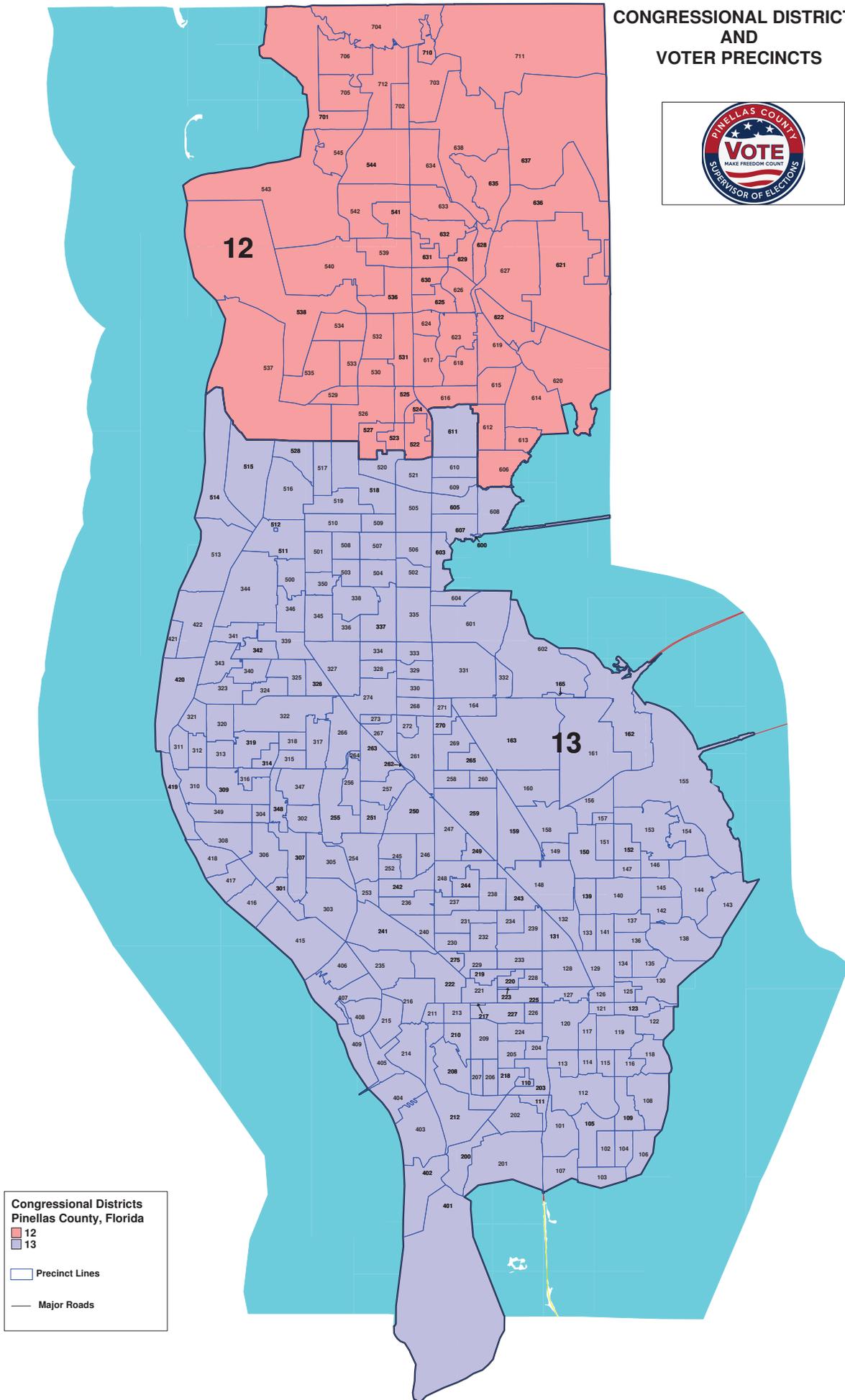
**Pinellas County Florida  
Risk Full Cost Allocation Plan**

FY 2018  
2/1/2019

Summary Schedule

Department	1071 Construction Licensing	1075 Air Quality	1081 Palm Harbor Rec&Lib	1082 Feather Sound Comm	1083 East Lake Library	1084 East Lake Rec	1086 Drug Abuse Trust	1087 Lealman Comm Redevolpm	1090 Street Lighting	1091 Spec Asses Pave
1 Risk Indirect Costs from Central Servic	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 5005 Risk Admin	937	5,527	0	0	0	0	0	125	0	0
3 5005 Risk Claims	47,810	221	0	0	0	0	0	29	0	0
4 5005 Risk Property	38	0	0	0	0	0	0	0	0	0
5 5005 Risk Other Insurance	2,332	2,358	0	0	0	0	0	311	0	0
<b>Total Current Allocations</b>	<b>\$51,117</b>	<b>\$8,106</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$465</b>	<b>\$0</b>	<b>\$0</b>

# CONGRESSIONAL DISTRICTS AND VOTER PRECINCTS



**Congressional Districts  
Pinellas County, Florida**

- 12
- 13

— Precinct Lines

— Major Roads

## 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.

<p><b>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</b></p> <p>Completed on submission to Grants.gov</p>	<p><b>TITLE</b></p> <p>Interim Director, Public Works</p>
<p><b>APPLICANT ORGANIZATION</b></p> <p>Pinellas County dba Board of County Commissioners</p>	<p><b>DATE SUBMITTED</b></p> <p>Completed on submission to Grants.gov</p>

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

**BUDGET INFORMATION - Non-Construction Programs**

OMB Number: 4040-0006  
Expiration Date: 02/28/2022

**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 20/21 PM 2.5 Monitoring	66.034	\$	\$	\$ 90,000.00	\$	\$ 90,000.00
2. FY 21/22 PM 2.5 Monitoring	66.034			90,000.00		90,000.00
3.						
4.						
<b>5. Totals</b>		\$	\$	\$ 180,000.00	\$	\$ 180,000.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) FY 20/21 PM 2.5 Monitoring	(2) FY 21/22 PM 2.5 Monitoring	(3)	(4)	
<b>a. Personnel</b>	\$ 32,683.00	\$ 32,362.00	\$	\$	\$ 65,045.00
<b>b. Fringe Benefits</b>	21,440.00	23,074.00			44,514.00
<b>c. Travel</b>	0.00	0.00			0.00
<b>d. Equipment</b>	0.00	0.00			0.00
<b>e. Supplies</b>	18,500.00	16,660.00			35,160.00
<b>f. Contractual</b>	0.00	0.00			0.00
<b>g. Construction</b>	0.00	0.00			0.00
<b>h. Other</b>	5,595.00	5,645.00			11,240.00
<b>i. Total Direct Charges (sum of 6a-6h)</b>	78,218.00	77,741.00			\$ 155,959.00
<b>j. Indirect Charges</b>	11,782.00	12,259.00			\$ 24,041.00
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ 90,000.00	\$ 90,000.00	\$	\$	\$ 180,000.00
<b>7. Program Income</b>	\$	\$	\$	\$	\$

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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.	FY 20/21 PM 2.5 Monitoring	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9.	FY 21/22 PM 2.5 Monitoring	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>12. TOTAL (sum of lines 8-11)</b>		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**SECTION D - FORECASTED CASH NEEDS**

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
<b>13. Federal</b>	\$ <input type="text" value="90,000.00"/>	\$ <input type="text" value="22,500.00"/>	\$ <input type="text" value="22,500.00"/>	\$ <input type="text" value="22,500.00"/>	\$ <input type="text" value="22,500.00"/>
<b>14. Non-Federal</b>	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>15. TOTAL (sum of lines 13 and 14)</b>	\$ <input type="text" value="90,000.00"/>	\$ <input type="text" value="22,500.00"/>	\$ <input type="text" value="22,500.00"/>	\$ <input type="text" value="22,500.00"/>	\$ <input type="text" value="22,500.00"/>

**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.	66.034 Special Purpose Grant PM 2.5 Monitoring	\$ <input type="text" value="90,000.00"/>	\$ <input type="text" value="90,000.00"/>	\$ <input type="text" value="95,000.00"/>	\$ <input type="text" value="97,850.00"/>
17.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>20. TOTAL (sum of lines 16 - 19)</b>		\$ <input type="text" value="90,000.00"/>	\$ <input type="text" value="90,000.00"/>	\$ <input type="text" value="95,000.00"/>	\$ <input type="text" value="97,850.00"/>

**SECTION F - OTHER BUDGET INFORMATION**

<b>21. Direct Charges:</b> <input type="text" value="\$155,959 (Line i - Obj Class Categ. Worksheets)"/>	<b>22. Indirect Charges:</b> <input type="text" value="\$24,041 (Line j - Object Class Categ. Worksheets)"/>
<b>23. Remarks:</b> <input type="text"/>	

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

Note: Read Instructions before completing form.

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

Name:

Address:

City:

State:  Zip Code:

B. DUNS No.

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

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

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination 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 not covered by 40 C.F.R. Parts 5 and 7.)

V. List all civil rights compliance reviews of the applicant/recipient conducted by any 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))

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 in the applicant's 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

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

IX. Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166)  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.

Paul Valenti, Director, Office of Human Rights, 400 S. Ft. Harrison Ave., Clearwater, FL 33756  
pvalenti@pinellascounty.org (727) 464-4880

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 Internet Address for, or a copy of, the procedures.

Yes; <http://www.pinellascounty.org/Humanrights/pdf/Title-VI-Policy-and-Grievance-Procedure.pdf>  
<http://www.pinellascounty.org/Humanrights/pdf/ADA-Grievance-Procedure.pdf>

**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

Completed by Grants.gov upon submission.

B. Title of Authorized Official

Interim Director, Public Works

C. Date

Completed by Grants.gov upon submission.

**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

\_\_\_\_\_

**\* See Instructions**

Instructions for EPA FORM 4700-4 (Rev. 06/2014)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973. The Executive Order 13166 (E.O. 13166) entitled; "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification. \* Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.

## EPA KEY CONTACTS FORM

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

---

**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:**

**Payee:** *Individual authorized to accept payments.*

---

**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:**

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

---

**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:**

# 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:**

## Project Narrative File(s)

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\* **Mandatory Project Narrative File Filename:**

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# Section 103 PM<sub>2.5</sub> Air Monitoring Work Plan

December 17, 2019

**Name of Grantee:** Pinellas County

**Project Budget Period:** April 1, 2020 - March 31, 2022

**Amount of Funding Requested:** \$180,000

## **Project Objectives and Alignment with EPA Strategic Plan:**

The primary objective of this project is to collect quality assured data on ambient air concentrations of fine particulate matter (PM<sub>2.5</sub>) and its precursors. As described in EPA's PM<sub>2.5</sub> Monitoring Implementation Plan, dated March 1, 2000, the data will be used for: (1) PM<sub>2.5</sub> National Ambient Air Quality Standards (NAAQS) comparisons, (2) development and tracking of implementation plans, (3) assessments of regional haze, and (4) assistance for health studies and other ambient aerosol research activities. The PM<sub>2.5</sub> monitoring network design addresses these four program objectives through a combination of siting and instrumentation strategies.

This project supports EPA's Strategic Plan Goal 1 A Cleaner, Healthier Environment (Deliver a cleaner, safer, and healthier environment for all Americans and future generations by carrying out the Agency's core mission) and Objective 1.1 (Improve Air Quality: Work with states to accurately measure air quality and ensure that more Americans are living and working in areas that meet high air quality standards), by implementing a variety of monitoring activities that will assist in achieving and maintaining health based air pollution standards to reduce the direct emission of particulate matter and other criteria air pollution from stationary and mobile sources that are protective of human health. The environmental outcome will be reduced incidences of respiratory illnesses including asthma and lung cancer and improved visibility in scenic parks and wilderness areas.

## **Activities to Be Conducted:**

The PM<sub>2.5</sub> ambient monitoring network will be operated and maintained in accordance with Title 40 of the Code of Federal Regulations (40 CFR), Parts 50, 53, and 58, and published in the *Federal Register* on June 12, 2007. These regulations describe the frequency of sampling and the timely reporting of ambient data to the Air Quality System (AQS) database. The number and types of monitors, as specified in our EPA-approved ambient monitoring plan, which will be operated and maintained, are as follows:

	<b>Method</b>	<b>Monitor</b>	<b>1:1</b>	<b>1:3</b>	<b>1:6</b>
1	2.5 Mass	FRM	--	--	--
2	2.5 Mass	Co-located FRM*	--	--	--
3	2.5 Continuous	FEM	2	--	--
4	2.5 Continuous	Co-located FEM*	--	--	--
5	2.5 Continuous	Non-FEM	1	--	--
6	2.5 Continuous	Co-located Non-FEM	--	--	--
7	Speciation	SASS	--	--	--

8	Speciation	Super-SASS	--	--	--
9	Speciation - Carbon	URG	--	--	--
10	Trace/low	NO <sub>x</sub>	--	--	--
11	Trace/low	NO <sub>y</sub>	--	--	--
12	Trace/low	SO <sub>2</sub>	--	--	--
13	Trace/low	CO	--	--	--
14	Meteorological		--	--	--

\*Do not double count monitors

As a recipient of an EPA PM<sub>2.5</sub> monitoring grant, Pinellas County will:

1. Operate and maintain the PM<sub>2.5</sub> monitoring network in accordance with all EPA requirements.
2. Review and update the quality assurance project plan and standard operating procedures in accordance with Region 4 policies.
3. Submit PM<sub>2.5</sub> data and associated quality assurance data to AQS with 90 days from the end of the calendar quarter.
4. Comply with guidance in flagging data if it is believed that the data have been affected by an exceptional event.
5. Meet 75% minimum data recovery requirements for the PM<sub>2.5</sub> network monitors. Report all monitors that do not meet this requirement providing the reason that monitor did not meet the 75% data recovery and the corrective action(s) taken. The report is due to the Region 4 state/local monitoring contact within 30 days of the data being entered into the AQS data base.
6. Submit a PM<sub>2.5</sub> air monitoring network plan as part of the state's annual air monitoring network plan covering all criteria pollutants. This will be done in coordination with the State, if applicable, by July 1, 2020 and by July 1, 2021.
7. Certify calendar year PM<sub>2.5</sub> FEM data in the State and Local Air Monitoring Station (SLAMS) Annual Report. Submit the annual certification letter and SLAMS Annual Report by May 1, 2020 and by May 1, 2021.
8. Air Quality Index (AQI) Forecasting: As resources permit, the grantee agrees to participate in AQI forecasting for those areas with continuous PM<sub>2.5</sub> monitoring and report all continuous PM<sub>2.5</sub> data to AQS and to the PM<sub>2.5</sub> mapping program.
9. Submit the Annual Performance Report that covers the period of January 1 to December 31, 2020 to the EPA Technical Project Officer by March 31, 2021.
10. Submit the Annual Performance Report that covers the period of January 1 to December 31, 2021, to the EPA Technical Project Officer by March 31, 2022.
11. Demonstrate the quality assurance (QA) competency by:

- a) Assuring the competency of environmental measurement data collected and generated under the Section 103 PM<sub>2.5</sub> grant program, as addressed in the quality assurance project plan and standard operating procedures for the PM<sub>2.5</sub> monitoring network.
- b) Continuing to implement a similar scope of work under this Section 103 PM<sub>2.5</sub> grant as performed satisfactorily under your previously approved Section 103 PM<sub>2.5</sub> grants.

**Outputs/Milestones:**

- Submission of an annual PM<sub>2.5</sub> air monitoring network plan for EPA approval. This plan is due annually on July 1<sup>st</sup> as part of the state's annual air monitoring network plan covering all criteria pollutants.
- PM<sub>2.5</sub> and associated quality assurance data will be submitted into AQS within 90 days after the end of the calendar quarter.

**Outcomes:**

The anticipated short-term outcome for this project is an increase in the knowledge regarding the character and extent of PM<sub>2.5</sub> in the ambient air. The long-term outcome, through the eventual development and implementation of your state's implementation plans, is to comply with NAAQSs as set forth in the Clean Air Act.

**Budget:** The costs associated with this project are detailed in the grant financial application package.

Name: Sheila Schneider  
Position: Air Quality Division Manager  
Agency: Pinellas County Air Quality Division

## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

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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.

\_\_\_\_\_  
Typed Name & Title of Authorized Representative

*Kelli Hammer Levy*

\_\_\_\_\_  
Signature and Date of Authorized Representative

The public reporting and recordkeeping burden for this collection of information is estimated to average 15 minutes 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, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 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.

## Budget Narrative File(s)

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# OBJECT CLASS CATEGORIES WORKSHEET

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

**a. PERSONNEL (04/1/20 thru 3/31/21)**

POSITION	NUMBER	SALARY	Work years (Based on 12 months)	AMOUNT
Environmental Division Manager	1	102,455	.03	3,074
Env. Program Mgr. 2 Air Monitoring	1	90,240	.04	3,610
Env. Program Mgr. 1 Air Monitoring	1	68,760	.065	4,469
Env. Spec. 2 QA Officer	1	56,774	.08	4,542
Env. Spec. 1	1	49,530	.072	3,566
Env. Spec. 1	1	44,579	.072	3,210
Chemist 3	1	83,349	.07	5,834
Admin Support Spec 1	1	48,603	.007	340
Project Coordinator - Technical	1	89,737	.045	4,038
<b>a. PERSONNEL TOTAL</b>	<b>9</b>		<b>0.481</b>	<b>\$32,683</b>

**b. FRINGE BENEFITS**

BASE	<b>\$32,683</b>
RATE: 65.6% CFY20 = 50.9% (Fringe) + 14.7% (AL/LWP/holidays) (CFY = County Fiscal Year) <i>Adjusted for inflation</i>	<b>X (rates) (CFY=</b> County Fiscal Year)
<b>b. FRINGE BENEFITS TOTAL</b>	<b>\$21,440</b>

**c. TRAVEL**

Explain: <u>    \$0    </u> Travel <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
<b>c. TRAVEL TOTAL: \$0</b>

## 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
<b>d. EQUIPMENT TOTAL:</b>			<b>\$0</b>

**e. SUPPLIES**

<b>List supplies by groups, as appropriate:</b>	
Miscellaneous office supplies	\$50
FEM Op. Supplies, Parts, Misc. 640 and 640x (pm 2.5 only). - Calibration Span dust 2@\$550 ea. (\$1100); Filter (DFU) front panel 4@\$60 ea. (\$240); Misc. parts (circuit boards, gaskets, O rings, etc.) 8@\$300 ea. (\$2400); Filter (DFU) back panel 4@\$60 ea. (\$240); External Pump (\$1500); Internal Pump 2@1100 ea. (\$2200)	\$7,680
TEOM Supplies/Parts, Model TEI 1405 - Pump rebuild kit 2@\$100 ea. (\$200); Mass flow controllers – 5 Liter and 16.7 Liter 2@\$550 ea. (\$1100); Interface PCB (\$1200); DFU filters, 2@\$50ea. (\$100); Sample filters 2@\$260ea. (\$520); Misc. parts – circuit boards, gaskets, O-rings, etc., 2@\$325ea. (\$650); Sample pump 2@\$700 ea. (\$1400); Main circuit board 2@\$1200 ea. (\$2400)	\$7,570
Alicat Flow Standard	\$3,200
<b>e. SUPPLIES</b>	<b>\$18,500</b>

# 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.	
<b>f. CONTRACTUAL TOTAL</b>	<b>\$0</b>

## g. CONSTRUCTION (N/A)

## h. OTHER

<b>Other: Explain by major categories.</b>	
Utility service – electric - 2 sites avg. \$50/mo/site (\$100 x 12)	\$1,200
Repair & Maintenance Service – FTS Orifice Cert, 2@\$300 ea. (\$600); TetraCal Certification (\$650); Repair Services (\$2000); Postage/Freight, 3@\$165 ea. (\$495); Alicat Re-certifications 2@\$325 ea. (\$650)	\$4,395
<b>Total for other</b>	<b>\$5,595</b>

<b>i. TOTAL DIRECT COSTS:</b>	<b>\$78,218</b>
<b>j. INDIRECT COSTS: (RATE: 36.05% CFY 20 = 27.39%/8.66%)</b> (2CFR 200 Cost Allocation rate% + agency Ind. Rate %) (CFY= County Fiscal Year) <i>Adjusted for inflation</i>	<b>\$11,782</b>
<b>k. TOTAL PROPOSED COSTS:</b>	<b>\$90,000</b>
<b>FEDERAL FUNDS REQUESTED:     ___100___%</b>	
<b>RECIPIENT SHARE OF TOTAL PROPOSED COSTS: _____0___%</b>	

# OBJECT CLASS CATEGORIES WORKSHEET

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

**a. PERSONNEL (04/1/21 thru 3/31/22)**

POSITION	NUMBER	SALARY	Work years (Based on 12 months)	AMOUNT
Environmental Division Manager	1	106,713	0.04	4,269
Env. Program Mgr. 2 Air Monitoring	1	78,779	0.045	3,545
Env. Program Mgr. 1 Air Monitoring	1	71,630	0.06	4,298
Env. Spec. 2 QA Officer	1	59,398	0.06	3,564
Env. Spec. 1	1	51,636	0.08	4,131
Env. Spec. 1	1	46,685	0.09	4,202
Chemist 3	1	68,227	0.06	4,094
Admin Support Spec 1	1	50,531	0.005	253
Project Coordinator - Technical	1	93,154	0.043	4,006
<b>a. PERSONNEL TOTAL</b>	<b>9</b>		<b>0.483</b>	<b>\$32,362</b>

**b. FRINGE BENEFITS**

BASE	<b>\$32,362</b>
RATE: <u>71.30%</u> CFY21/22 = 55.70% (Fringe) + 15.60% (AL/LWP/holidays) (CFY = County Fiscal Year) <i>Adjusted for inflation</i>	X (rates) (CFY= County Fiscal Year)
<b>b. FRINGE BENEFITS TOTAL</b>	<b>\$23,074</b>

**c. TRAVEL**

<p>Explain:</p>
<p><b>c. TRAVEL TOTAL: \$0</b></p>

## 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
<b>d. EQUIPMENT TOTAL:</b>			<b>\$0</b>

**e. SUPPLIES**

<b>List supplies by groups, as appropriate:</b>	
Miscellaneous office supplies	\$50
FEM Op. Supplies, Parts, Misc. 640 and 640x (pm 2.5 only) - Detector (\$1200); Calibration Span dust 2@\$600 ea. (\$1200); Filter (DFU) front panel 4@\$75 ea. (\$300); Misc. parts (circuit boards, gaskets, O rings, etc.) 8@\$300 ea. (\$2400); Filter (DFU) back panel 4@\$65 ea. (\$260); External Pump (\$1500); Internal Pump 2@1100 ea. (\$2200)	\$9,060
TEOM Supplies/Parts, Model TEI 1405 - Pump rebuild kit 2@\$100 ea. (\$200); Mass flow controllers – 5 Liter and 16.7 Liter 2@\$550 ea. (\$1100); Interface PCB (\$1200); DFU filters, 2@\$50ea. (\$100); Sample filters 2@\$250ea. (\$500); Misc. parts – circuit boards, gaskets, O-rings, etc., 2@\$325ea. (\$650); Sample pump 2@\$700 ea. (\$1400); Main circuit board 2@\$1200 ea. (\$2400)	\$7,550
<b>e. SUPPLIES</b>	<b>\$16,660</b>

# 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.	
<b>f. CONTRACTUAL TOTAL</b>	<b>\$0</b>

## g. CONSTRUCTION (N/A)

## h. OTHER

<b>Other: Explain by major categories.</b>	
Utility service – electric - 2 sites avg. \$50/mo/site (\$100 x 12)	\$1,200
Repair & Maintenance Service – FTS Orifice Cert, 2@\$300 ea. (\$600); TetraCal Certification (\$670); Repair Services (\$2000); Alicat recertification, 2@\$325 ea. (\$650); Postage/Freight, 3@\$175 ea. (\$525)	\$4,445
<b>Total for other</b>	<b>\$5,645</b>

<b>i. TOTAL DIRECT COSTS:</b>	<b>\$77,741</b>
<b>j. INDIRECT COSTS: (RATE: 37.88% CFY 21 estimates = 28.18%/9.7%)</b> (2CFR 200 Cost Allocation rate% + agency Ind. Rate %) (CFY= County Fiscal Year) <i>Adjusted for inflation</i>	<b>\$12,259</b>
<b>k. TOTAL PROPOSED COSTS:</b>	<b>\$90,000</b>
<b>FEDERAL FUNDS REQUESTED:     ___100_%</b>	
<b>RECIPIENT SHARE OF TOTAL PROPOSED COSTS: _____0_%</b>	