

SPOKANE COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT
AND PEND OREILLE COUNTY
IN CONJUNCTION WITH FY 2014 HOMELAND SECURITY GRANT PROGRAM

| | | |
|---|------------------------------------|--------------------------|
| 1. Grantee County: Pend Oreille Address: PO Box 5035 City, ST Zip: Newport, WA 99156 | 2. Contract Amount \$ 19,550.00 | 3. Tax ID# 91-6001357 |
| | | 4. DUNS# 017330416 |

| | |
|--|---|
| 5. Grantee Representative County Contact Name: JoAnn Boggs Title: DEM Deputy Director Address: PO Box 5035 City, ST Zip: Newport, WA 99156 Phone: 509.447-3731 Email: JBoggs@PendOreille.org | 6. County's Representative Christopher Barnes Program Specialist Greater Spokane Emergency Management 1121 W Gardner Ave. Spokane, WA 99201 509-477-3007 cbarnes@spokanecounty.org |
|--|---|

| | | | |
|--|----------------------------------|---------------------------|------------------------|
| 7. Grant ID # SDEM-1417 Amendment A | 8. Original Grant ID# E15-115 | 9. Start Date 9/1/2014 | 10. End Date 5/31/2016 |
|--|----------------------------------|---------------------------|------------------------|

11. Funding Source: Federal

| | | |
|---|-------------------------|---|
| 12. Federal Funds (as applicable) EMW-2014-SS-000216-S01 | CFDA # 97.067 - HSGP | Federal Agency: U.S. Department of Homeland Security |
|---|-------------------------|---|

| | |
|---|---|
| 13. Contractor Selection Process: (check all that apply or qualify) <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E Services <input type="checkbox"/> Competitive Bidding <input checked="" type="checkbox"/> Pre-approved by Funder | 14. Contractor Type: (check all that apply) <input type="checkbox"/> Private Organization/Individual <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> SUBRECIPIENT <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit |
|---|---|

15. Grant Purpose: Program Objectives: The FY 2014 Homeland Security Grant Program (HSGP) plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. The FY 2014 HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery based on allowable costs. HSGP is comprised of three interconnected grant programs: State Homeland Security Program (SHSP), Urban Areas Security Initiative (UASI), and Operation Stonegarden (OPSG). Together these grant programs fund a range of preparedness activities, including planning, organization, equipment purchase, training, Exercises, management and administration. The GRANTEE's preparedness activities (scope), budget, and timeline (schedule) are detailed in Exhibits A, B and C. The purpose of this Amendment is to revise the budget (Exhibit B) to allow Pend Oreille County flexibility to complete the project contained in Exhibit A. All other terms and conditions remain in full effect and force as previously set forth.

16. IN WITNESS WHEREOF SPOKANE COUNTY and the GRANTEE, acknowledge and accept the terms of this AGREEMENT, including all reference Exhibits and Attachments which are hereby incorporated in and made a part hereto, and have executed this AGREEMENT as of the date and year written Below. This AGREEMENT Face Sheet; Work Plan/Approved Projects (Exhibit A); Budget (Exhibit B); Timeline (Exhibit C); and all other documents, exhibits and attachments expressly referenced and incorporated herein contain All the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this AGREEMENT. No understandings, oral or Otherwise, regarding the subject matter of this AGREEMENT shall be deemed

FOR THE GRANTEE:

Mike Menus 4-4-16
 Signature Date

Mike Menus
 Name

County Commissioner, Chair
 Title

FOR SPOKANE COUNTY:

Signature Date

Edward Lewis
 Name

Deputy Director
 Title

(FACE SHEET)

GENERAL TERMS AND CONDITIONS

For and in consideration of the recitals previously set forth as well as those set forth hereinafter, the PARTIES do mutually agree that the document executed by the PARTIES entitled "SPOKANE COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT AND PEND OREILLE COUNTY IN CONJUNCTION WITH FY 2014 HOMELAND SECURITY GRANT PROGRAM" shall be amended as to those sections listed below. All other sections previously agreed upon shall remain in full effect and force.

SECTION NO. 1: AMENDMENT PURPOSE

The purpose of this Amendment is to reduce to writing the AGREEMENT made between the PARTIES to revise the amount allowable in the grant budget categories as set forth in Attachment "B" Budget. The overall grant budget amount is not **increased**. The purpose of the revisions to the grant budget category amounts is to provide PEND OREILLE COUNTY the necessary and correct budget category amounts to complete the project set forth in previously entered Contract Attachment "A" Work Plan/Approved Project.

SECTION NO. 8: COMPENSATION/REIMBURSEMENT/INVOICING PROCEDURES

- A. COUNTY shall reimburse PEND OREILLE COUNTY in an amount not to exceed the amount set forth in Attachment "B", attached hereto and incorporated herein by reference for the performance of all things necessary for or incidental to the performance of Scope of Work as set forth in Attachment "A". PEND OREILLE COUNTY's reimbursement for services set forth in Attachment "A" shall be in accordance with the terms and conditions set forth in the Budget attached hereto as Attachment "B" and incorporated herein by reference.
- B. The COUNTY shall make no payments in advance or in anticipation of services to be provided under this AGREEMENT. The GRANTEE shall not invoice the COUNTY in advance of delivery and invoicing of such goods or services.
- C. The GRANTEE will submit reimbursement requests to the COUNTY by submitting a properly completed State A-19 Invoice form and reimbursement spreadsheet detailing the expenditures for which reimbursement is sought. The approved reimbursement voucher is required for all requests for payment and is attached to this AGREEMENT and incorporated herein. State A-19 Invoices must be submitted with appropriate supporting documentation. Requests for reimbursement by GRANTEE shall be made at least on a quarterly basis for any expenditures. The maximum amount of all reimbursement requests permitted to be submitted under this AGREEMENT, including the final reimbursement request is limited to and shall not exceed the total AGREEMENT amount. All work under this AGREEMENT must end on or before the AGREEMENT End Date and reimbursement requests associated with this agreement, must be received by COUNTY'S representative listed below, no later than June 30th, for each funding year, **with the final reimbursement request billing to be submitted no later than June 30, 2016**, for all allowable expenses under this AGREEMENT.

Requests for reimbursement shall be directed to:

**Christopher Barnes
Program Specialist
Greater Spokane Emergency Management
1121 W Gardner Ave.
Spokane WA 99201**

Payment shall be considered timely if made by COUNTY within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the GRANTEE.

- D. This is a fixed price, reimbursement AGREEMENT. Within the total AGREEMENT amount, travel, sub-contracts, salaries and wages, benefits, printing and other goods and services or other approved budget categories will be reimbursed on an actual cost basis unless otherwise provided in this AGREEMENT. Any travel or subsistence reimbursement allowed under the AGREEMENT shall be paid in accordance with rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended, but shall not exceed federal maximum rates set forth at <http://www.gsa.gov>.
- E. Receipts and/or backup documentation for any approved budget line items including travel related expenses that are authorized under this AGREEMENT must be maintained by the GRANTEE and be made available upon request by the COUNTY, Washington State Military Department and/or local, state or federal auditors.
- F. Failure to timely submit complete reports and reimbursement request as required by this AGREEMENT (including but not limited to those reports in the AGREEMENT Timeline) will prohibit the GRANTEE from being reimbursed until such completed reports and reimbursement requests are submitted and the COUNTY has had reasonable time to conduct its review. Final reimbursement requests will not be approved for payment if GRANTEE is not current with all reporting requirements contained in this AGREEMENT.
- G. In the event the GRANTEE fails to expend funds under this AGREEMENT in accordance with applicable federal, state, and local laws and/or the provisions of the AGREEMENT, the COUNTY in conjunction with the Washington State Military Department reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following AGREEMENT termination. Repayment by the GRANTEE of funds under this recapture provision shall occur within 30 days of demand. In the event the COUNTY is required to institute legal proceedings to enforce the recapture provision, the COUNTY shall be entitled to its costs thereof, including attorney fees.

ATTACHMENT "A"
2014 HOMELAND SECURITY GRANT (HSGP)
APPROVED PROJECTS

Work Plan/Statement of Work
FFY 2014 Region 9 Homeland Security Program
Agency: Pend Oreille County

INTRODUCTION: The Washington State Military Department receives grant funding each year from the U.S. Department of Homeland Security (DHS) / Federal Emergency Management Agency (FEMA) through the Homeland Security Grant Program (HSGP). The FY 2014 HSGP plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. Delivering Core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. The FY 2014 HSGP's allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

Emergency Management Division's (EMD) Homeland Security Section is responsible for programs designed to prepare and improve the State's ability to respond prepare for, prevent, protect against, respond to and recover from terrorist attack and other major disasters. Through the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), the FFY14 Homeland Security Grant Program is providing funds to enhance capability of state and local units of government to make measurable progress towards the achievement of the National Preparedness Guidelines by addressing the unique exercise training, planning, equipment, organization and administration needs of citizen preparedness and of emergency responders.

While the Washington State Military Department will assist the GRANTEE with the project/statement of the work/work plan by providing the grant funds pursuant to this AGREEMENT, the project itself remains the sole responsibility of the GRANTEE. The responsibility for the design, development, construction, implementation, operation and maintenance of the project, as these phases are applicable to this project, is solely that of the GRANTEE.

Washington State is subdivided into nine (9) Homeland Security Regions. Within each of the nine regions a Regional Homeland Security Coordinating Office (RHSCO) has been identified. The Spokane County Department of Emergency Management has been identified as the Region 9 RHSCO. Region 9 consists of the following Counties: Adams, Asotin, Columbia, Ferry, Garfield, Lincoln, Pend Oreille, Spokane, Stevens, and Whitman counties. Adams County, as Grantee is responsible for the following tasks.

| | |
|------------|---|
| Project #1 | Support to local and regional collaboration/coordination and an interagency/inter-jurisdictional approach to implement all-hazard emergency preparedness – planning, training, exercise, and travel. Provide for interoperable communication upgrades, enhancements, ancillary and support equipment to include integration with other grant program efforts. |
|------------|---|

ATTACHMENT "B"
Budget

FFY14 Homeland Security Grant Program Budget Summary

County: Pend Oreille

Contract #: SDEM-1417 Amendment A

| Category | Planning Current | Admin/Mgmt Current | Exercise Current | Training Current |
|-----------------------------|-----------------------------|-------------------------------|-----------------------------|-----------------------------|
| Salaries & Benefits | \$ 16,000 | | | |
| Overtime | | | | |
| Consultant/ Sub-Contracting | | | | |
| Goods and Services | \$ 500 | | | |
| Travel and Per Diem | \$3,050 | | | |
| | | | | |
| Total | \$ 19,550 | | | |

Budget Notes

-
- All funding for the Categories, Items or Projects listed above must be expended no later than 5/31/2016. **Final Reimbursement request for all expenses under this award must be received by Spokane County's Representative no later than 6/30/2016.**

ATTACHMENT "C"
MILESTONE TIMELINE
FFY14 Region 9 Homeland Security Grant Program

| MILESTONE | TASK |
|-----------------------------|---|
| September 1, 2014 | Start of grant performance period |
| January, 2015 | Contract Execution |
| April 30, 2015 | Submission of complete A19 and workbook |
| July 15, 2015 | Grant Funded Typed Resource Report (Jan – June 2014) |
| July 31, 2015 | Submission of complete A19 and workbook |
| October 31, 2015 | Submission of complete A19 and workbook |
| January 15, 2016 | Grant Funded Typed Resource Report (July- Dec 2014) |
| January 31, 2016 | Submission of complete A19 and workbook |
| April 30, 2016 | Submission of complete A19 and workbook |
| May 31, 2016 | Termination of the contract performance period; all work must end under this grant. |
| No later than June 30, 2016 | Submit all final reports, invoices for reimbursement and/or deliverables. Grant Funded Typed Resource Report (Jan – May 2016) |