

## Award Package

---

U.S. Department of Homeland Security  
Washington, D.C. 20472



# FEMA

Mr. Scott Ehlers  
Tampa Fire Rescue  
808 E Zack Street  
Tampa, Florida 33602-3530

Re: Grant No.EMW-2009-FC-03237R

Dear Mr. Ehlers:

On behalf of the Federal Emergency Management Agency (FEMA)/Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the American Recovery and Reinvestment Act Assistance to Firefighters Station Construction Grants (ARRA-SCG) has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration, carries out the Federal responsibilities of administering your grant. The approved project costs total to \$1,624,880.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your Grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the Grant and Grant Agreement Articles when you request and receive any of the Federal Grant funds awarded to you.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the awards process or how to request your grant funds, please call the helpdesk at 1-866-274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy W. Manning".

Timothy W. Manning  
Deputy Administrator  
National Preparedness Directorate

## Agreement Articles



# FEMA

U.S. Department of Homeland Security  
Washington, D.C. 20472

## AGREEMENT ARTICLES

### AMERICAN RECOVERY AND REINVESTMENT ACT ASSISTANCE TO FIREFIGHTERS STATION CONSTRUCTION GRANTS – Firefighter Safety or Community Safety

**GRANTEE:** Tampa Fire Rescue

**PROGRAM:** Firefighter Safety or Community Safety

**AGREEMENT NUMBER:** EMW-2009-FC-03237R

**AMENDMENT NUMBER:**

## TABLE OF CONTENTS

Article I	Project Description
Article II	Grantee Concurrence
Article III	Period of Performance
Article IV	Amount Awarded
Article V	Financial Guidelines
Article VI	Prohibition on Using Federal Funds
Article VII	GPD Allocations
Article VIII	Financial Reporting
Article IX	Other Reporting
Article X	FEMA Officials
Article XI	Additional Requirements

### Article I - Project Description

The purpose of the ARRA-SCG is to build new or modify existing fire stations in order for departments to enhance their response capability and protect the community they serve from fire and fire-related hazards. After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the program's purpose and worthy of award. Therefore, the grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval from FEMA.

### Article II - Grantee Concurrence

By requesting and receiving Federal grant funds provided by this grant program, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. By receiving funds under this grant, grantees agree that they will use the funds provided through the ARRA-SCG in accordance with these Articles of Agreement and the program guidelines provided in the ARRA-SCG Guidance and Application Kit. All documents submitted as part of the application are made a part of this agreement by reference.

**Article III - Period of Performance**

The period of performance shall be from **25-SEP-09 to 24-SEP-12**.

**Article IV - Amount Awarded**

The amount of the award is detailed on the Obligating Document for Award attached to these articles. Following are the budgeted estimates for each object classes of this grant:

Administrative Expenses and Legal Expenses	\$0.00
Relocation Expenses and Payments	\$0.00
Architectural and Engineering Fees	\$0.00
Construction	\$1,232,919.00
Demolition and Removal	\$0.00
Equipment	\$0.00
Land Development	\$0.00
Land, Structures, Rights-of-way, Appraisals, etc.	\$0.00
Other Architectural and Engineering Fees	\$163,961.00
Preliminary Expenses	\$0.00
Project Inspection Fees	\$0.00
Site Work	\$228,000.00
Project (Program) Income	\$0.00
Other	\$0.00
<b>Total</b>	<b>\$1,624,880.00</b>

## NEGOTIATION COMMENTS IF APPLICABLE

**Article V - Financial Guidelines**

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

*A. Administrative Requirements*

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB Circular A-110)

*B. Cost Principles*

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Non-Profit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

*C. Audit Requirements*

1. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations

**Article VI - Prohibition on Using Federal Funds**

Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment,

repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

### **Article VII - GPD Allocations**

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the ARRA-SCG guidance and application kit.

### **Article VIII - Financial Reporting**

The grantee must complete an on-line, semiannual financial status report to meet FEMA requirements. Semiannual financial reports are due within 30 days of the end of every six month period for the life of the grant. At the end of the performance period, or upon completion of the grantee's final program narrative, the grantee must complete an on-line final financial status report that is required to close out the grant. If a grantee's performance period is extended beyond the initial 12-month period, a financial report is due every six month increment until closeout.

### **Article IX - Other Reporting**

#### **Additional ARRA Reporting and Compliance Requirements**

The ARRA-SCG must comply with additional reporting and compliance requirements as dictated in the ARRA language and additional OMB Guidance.

**1. Other Standard Terms and Conditions.** All other grant policy terms and conditions contained in applicable Department of Homeland Security (DHS) Grant Policy Statements apply unless they conflict or are superseded by the following terms and conditions implementing the American Recovery and Reinvestment Act of 2009 (ARRA) requirements below. Recipients are responsible for contacting their grant managers for any needed clarifications. Sub-awards include sub-grants and sub-contracts issued from this award.

#### **2. Recipient Reporting.**

- a) This award requires the recipient to complete projects or activities which are funded under the American Recovery and Reinvestment Act of 2009 (Recovery Act) and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.
- b) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.
- c) Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration ( <http://www.ccr.gov> ) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ( <http://www.dnb.com> ) is one of the requirements for registration in the Central Contractor Registration.
- d) The recipient shall report the information described in section 1512(c) of the Recovery Act using the reporting instructions and data elements that will be provided online at <http://www.FederalReporting.gov> and ensure that any information that is pre-filled is corrected or updated as needed.

#### **3. Buy American - Use of American Iron, Steel, and Manufactured Goods**

Recipients may not use any funds obligated under this award for the construction, alteration, maintenance, or repair of a public building or public work unless all of the iron, steel, and manufactured goods used in the project are produced in the United States unless DHS waives the application of this provision. (ARRA Sec. 1605)

**4. Wage Rate Requirements** Subject to further clarification issued by the Office of Management and Budget and notwithstanding any other provision of law and in a manner consistent with other provisions of ARRA, all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to this award shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code. With respect to the labor standards specified in this section, the Secretary of Labor shall have the authority and functions set forth in Reorganization Plan Numbered 14 of 1950 (64 Stat. 1267; 5 U.S.C. App.) and section 3145 of title 40, United States Code. (ARRA Sec. 1606)

**5. Whistleblower Protection** - Each recipient or sub-recipient awarded funds made available under the ARRA shall promptly

refer to the DHS Office of Inspector General any credible evidence that a principal, employee, agent, contractor, sub-recipient, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds. (ARRA Sec. 1553) The DHS Office of Inspector General can be reached at <http://www.oig.Department.gov/fraud/hotline/>

**6. DUNS/CCR** – Recipients must require that first tier sub-recipients begin planning activities, including obtaining a DUNS number (or updating the existing DUNS record), and registering with the Central Contractor Registration (CCR) no later than the first time ARRA data requirements are due.

## 7. Schedule of Expenditures of Federal Awards

- a) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Pub. L. 111–5) (Recovery Act) as required by Congress and in accordance with 2 CFR 215.21 “Uniform Administrative Requirements for Grants and Agreements” and OMB Circular A–102 Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of Recovery Act funds. OMB Circular A–102 is available at <http://www.whitehouse.gov/omb/circulars/a102/a102.html>.
- b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A–133, “Audits of States, Local Governments, and Non-Profit Organizations,” recipients agree to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF–SAC) required by OMB Circular A–133. OMB Circular A–133 is available at <http://www.whitehouse.gov/omb/circulars/a133/a133.html>. This shall be accomplished by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF–SAC by CFDA number, and inclusion of the prefix “ARRA-” in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF–SAC.
- c) Recipients agree to separately identify to each sub-recipient, and document at the time of subaward and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of Recovery Act funds. When a recipient awards Recovery Act funds for an existing program, the information furnished to sub-recipients shall distinguish the subawards of incremental Recovery Act funds from regular subawards under the existing program.
- d) Recipients agree to require their sub-recipients to include on their SEFA information to specifically identify Recovery Act funding similar to the requirements for the recipient SEFA described above. This information is needed to allow the recipient to properly monitor sub-recipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office.

**8. Responsibilities for Informing Sub-recipients** Recipients agree to separately identify to each subrecipient, and document at the time of sub-award and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of ARRA funds.

**9.** The recipient agrees that all allocations and use of the funds under this grant will be in accordance with the current version of 2 CFR Part 176 and any updates hereafter.

**10.** All recipients must register at [www.FederalReporting.gov](http://www.FederalReporting.gov) prior to fulfilling their reporting obligations.

## Article X - FEMA Officials

**Program Officer:** Tom Harrington, Deputy Director of the Assistance to Firefighters Grants Program Office, is the Program Officer for this grant program. The Program Officer is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application.

**Grants Assistance Officer:** DONNA SIMMONS is the Assistance Officer for this grant program. The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters.

**Grants Management Branch POC:** The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

## Article XI - Additional Requirements

The recipient is prohibited from obligating, expending or drawing down funds provided through this award until FEMA completes and approves all required reviews. Upon approval, the special condition will be removed and the grantee will be notified via an amended award package.

ARRA-SCG are subject to all applicable environmental and historic preservation requirements. Applicants seeking assistance to build new or modify their facilities may undergo additional screening. Specifically, FEMA is required to ascertain to what degree the proposed station construction or renovation might affect an applicant's facility relative to the National Environmental Policy Act, National Historic Preservation Act of 1966, National Flood Insurance Program regulations, and any other applicable laws and Executive Orders. No project that involves a station construction can proceed – except for project planning – prior to formal written approval from FEMA. As your award includes station construction, you are responsible for contacting the Program Office so you can be given direction on how to proceed. Your contact in the AFG Program Office is Stephen Pezzetti (stephen.pezzetti@dhs.gov). Noncompliance with these provisions may jeopardize an applicant's award and subsequent funding.

ARRA-SCG award recipients (grantees) must also agree to:

- (1) Perform, within the designated period of performance, all tasks (scope of work) as outlined in the grantee's application as approved by FEMA in accordance with these Articles of Agreement.
- (2) The grantee is not required to provide any cost-share for the ARRA-SCG. However, if the grantee offered to share in the cost of the project in their application, they are obligated to provide a cost-share at no less than the percentage pledged in the application.

**FEDERAL EMERGENCY MANAGEMENT AGENCY  
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2009-FC-03237R  
 2. AMENDMENT NO. 0  
 3. RECIPIENT NO. 59-1101138  
 4. TYPE OF ACTION AWARD  
 5. CONTROL NO. W462229N  
 6. RECIPIENT NAME AND ADDRESS  
 Tampa Fire Rescue  
 808 E Zack St.  
 Tampa  
 Florida, 33602-3530  
 7. ISSUING OFFICE AND ADDRESS  
 Grant Programs Directorate  
 500 C Street, S.W.  
 Washington DC, 20472 DC, 20528-7000  
 POC: Jacqueline Lee 202-786-9538  
 8. PAYMENT OFFICE AND ADDRESS  
 FEMA, Financial Services Branch  
 500 C Street, S.W., Room 723  
 Washington DC, 20472  
 9. NAME OF RECIPIENT PROJECT OFFICER  
 Scott Ehlers  
 PHONE NO. 8132747013  
 10. NAME OF PROJECT COORDINATOR  
 Tom Harrington  
 PHONE NO. 1-866-274-0960  
 11. EFFECTIVE DATE OF THIS ACTION  
 25-SEP-09  
 12. METHOD OF PAYMENT  
 SF-271  
 13. ASSISTANCE ARRANGEMENT  
 Cost Sharing  
 14. PERFORMANCE PERIOD  
 From:25-SEP-09 To:24-SEP-12

Budget Period  
 From:01-MAR-09 To:30-SEP-11

## 15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX- XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMMULATIVE NON- FEDERAL COMMITMENT
ARRA-SCG	97.115	2009-R2-3120GF-25000000- 4101-D	\$0.00	\$1,624,880.00	\$1,624,880.00	\$0.00
TOTALS			\$0.00	\$1,624,880.00	\$1,624,880.00	\$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.  
 N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

ARRA-SCG recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)  
 N/A

DATE  
 N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)  
 Nica Mathes

DATE  
 20-SEP-09

[Go Back](#)