



Cochise County Board of Supervisors

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RICHARD R. SEARLE
Chairman
District 3

PATRICK G. CALL
Vice-Chairman
District 1

ANN ENGLISH
Supervisor
District 2

JAMES E. VLAHOVICH
County Administrator

EDWARD T. GILLIGAN
Deputy County Administrator

ARLETHE G. RIOS
Clerk of the Board

AGENDA FOR REGULAR BOARD MEETING

Tuesday, July 12, 2016 at 10:00 AM

BOARD OF SUPERVISORS HEARING ROOM
1415 MELODY LANE, BUILDING G, BISBEE, AZ 85603

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

ROLL CALL

Members of the Cochise County Board of Supervisors will attend either in person or by telephone, video or internet conferencing.

Note that some attachments may be updated after the agenda is published. This means that some presentation materials displayed at the Board meeting may differ slightly from the attached version.

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of June 28, 2016.

Community Development

2. Approve the award of Invitation For Bids (IFB) No. 16-43-HFP-04 for Guardrail Repair and Replacement to Brown and White Inc. in the not to exceed amount of \$290,000 for the Community Development, Highway and Floodplain Division for a one year period starting August 1, 2016 through July 31, 2017 with a renewal option of four years in one year increments.

County Attorney

3. Approve the Crime Victim Compensation Grant No. VC-17-050 in the amount of \$69,934 for the period of July 1, 2016 through June 30, 2017.

Elections & Special Districts

4. Adopt Resolution 16-20 to approve the Vote Centers for the 2016 Primary and General elections as listed on the attached Exhibit, and authorize the Elections Director to make substitutions as necessary prior to each election, in the event that a Vote Center replacement needs to be made in accordance with A.R.S. 16-411.
5. Approve Poll Workers for the 2016 Primary and General Elections as indicated on the attached list and authorize the Elections Director to make substitutions as necessary prior to each election, to ensure that all Vote Centers are staffed adequately with trained election poll workers.

Finance

6. Approve demands and budget amendments for operating transfers.

Health & Social Services

7. Approve renewal of South Eastern Arizona Government Organization (SEAGO)-Area Agency on Aging Grant for fiscal year 16-17, Contract # 107-17 for Case Management and Family Caregiver Services between the SEAGO and Cochise Health & Social Services in the amount of \$232,028 for the period of July 1, 2016 through June 30, 2017.

Solid Waste

8. Approve the contract with Cornerstone for design and construction plan preparation for Cell 4 of the Western Regional Landfill in the amount of \$52,600.

Workforce Development

9. Approve Amendment #5 to Title IB Adult, Youth, and Dislocated Worker contract DI16-002121 between Cochise County and the Arizona Department of Economic Security for the Workforce Innovation and Opportunity Act (WIOA) Service Delivery Area from April 1, 2015 to June 30, 2018.

ACTION

Elections & Special Districts

10. Approve the actions to 1) cancel elections for precinct committeemen for all precincts, and 2) appoint those who filed timely as precinct committeemen for their respective party (Exhibit B) with the provision that those who are appointed by today's Board action are deemed as elected in accordance with A.R.S. section 16-822 (B), and 3) declare vacancies in those precincts in which no one filed as a precinct committeemen or fewer people filed than the number of seats available, as detailed on the attached Exhibit C.

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.

REPORT BY JAMES E. VLAHOVICH COUNTY ADMINISTRATOR -- RECENT AND PENDING COUNTY MATTERS

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Patrick Call

Report by District 2 Supervisor, Ann English

Report by District 3 Supervisor, Richard Searle

Pursuant to the Americans with Disabilities Act (ADA), Cochise County does not, by reason of a disability, exclude from participation in or deny benefits or services, programs or activities or discriminate against any qualified person with a disability.

Inquiries regarding compliance with ADA provisions, accessibility or accommodations can be directed to Chris Mullinax, Safety/Loss Control Analyst at (520) 432-9720, FAX (520) 432-9716, TDD (520) 432-8360, 1415 Melody Lane, Building F, Bisbee, Arizona 85603.

Cochise County Board of Supervisors

1415 Melody Lane, Building G Bisbee, Arizona 85603
520-432-9200 520-432-5016 fax board@cochise.az.gov

Regular Board of Supervisors Meeting

Meeting Date: 07/12/2016

Minutes

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Recommendation:

Document Signatures:

**# of ORIGINALS
Submitted for Signature:**

**NAME
of PRESENTER:** n/a

**TITLE
of PRESENTER:** n/a

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve the Minutes of the regular meeting of the Board of Supervisors of June 28, 2016.

Background:

Minutes

Department's Next Steps (if approved):

Signed minutes routed for processing and posted on the internet.

Impact of NOT Approving/Alternatives:

n/a

To BOS Staff: Document Disposition/Follow-Up:

Scan to OnBase and File.

Budget Information

Information about available funds

Budgeted:
Unbudgeted:

Funds Available:
Funds NOT Available:

Amount Available:
Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

No file(s) attached.

Regular Board of Supervisors Meeting

Community Development

Meeting Date: 07/12/2016

Bid Award _ Guardrail Repair and Replacement

Submitted By: Terry Hudson, Procurement

Department: Procurement

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature Required **# of ORIGINALS Submitted for Signature:** 2

NAME of PRESENTER: Terry Hudson **TITLE of PRESENTER:** Procurement Director

Mandated Function?: Not Mandated **Source of Mandate or Basis for Support?:**

Docket Number (If applicable):

Information

Agenda Item Text:

Approve the award of Invitation For Bids (IFB) No. 16-43-HFP-04 for Guardrail Repair and Replacement to Brown and White Inc. in the not to exceed amount of \$290,000 for the Community Development, Highway and Floodplain Division for a one year period starting August 1, 2016 through July 31, 2017 with a renewal option of four years in one year increments.

Background:

IFB 16-43-HFP-04 was released on May 18, 2016 the bid was advertised in the Arizona Range News on May 25 and June 1, 2016 and posted on the Public Purchase website. Twenty one vendors downloaded the bid and one response was received prior to the bid closing date and time of June 16, 2016 at 4:00 p.m. The response was reviewed by the Procurement and Highway and Floodplain Division and the pricing is considered to be fair and reasonable.

Department's Next Steps (if approved):

Execute contract process purchase orders and monitor Contractors performance.

Impact of NOT Approving/Alternatives:

Procurement would be required to obtain quotes every time there was a need for guardrail repair or replacement which would result in possibly higher prices and an additional workload for both the Procurement and the Highway and Floodplain Division.

To BOS Staff: Document Disposition/Follow-Up:

Obtain Board Chairman's signature after approval.

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:**
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Impact & Funding

Sources (if known):

This expenditure has be budgeted for in the FY 16/17 work plan in fund line 251-4010-9-421.900. This amount does not include any additional IGA work that will be processed on separate purchase orders.

Attachments

Offer and Form of Agreement

Preliminary Bid Tabulation

COCHISE COUNTY
PROCUREMENT DEPARTMENT
1415 Melody Lane, Building C
Bisbee, Arizona 85603

Invitation for Bids #IFB 16-43-HFP-04
Guardrail Repair and Replacement

SECTION SIX - OFFER TO THE COUNTY OF COCHISE:

The undersigned hereby offers and agrees, if this offer is accepted within **ninety (90) calendar days** from the date of award, to furnish all of the items upon which price(s) are quoted, at the prices set forth in this offer, delivered at the designated location(s) by the method of delivery and within the time specified herein and subject to the terms and conditions of this invitation for bids. In the event of contract award pursuant to this request, performance by the vendor of any or all of the services, or delivery of any or all of the products defined here in, shall constitute acceptance of all terms, conditions and requirements of the resulting contract.

Brown and White, Inc.
Name of Organization

P.O. Box 27283
Mailing Address

Tucson AZ 85726
City, State and Zip Code

10-105964
State of Arizona Transaction (Sales) Privilege Tax License Number (if applicable)

86-0477378
Federal Employer Identification Number

For clarification of this offer, contact:

Peter A. GRANILLO
Name (Print)

President / CEO
Title (Print)

520/624-9860
Phone Number

Pete@brownandwhiteinc.com
E-mail

Signature of Person Authorized to Sign Offer:


Signature

Peter A. Granillo
Printed Name

President / CEO
Title

520/624-9860
Phone Number

Pete@brownandwhiteinc.com
E-mail

NO BID _____ Reason: _____

COCHISE COUNTY
PROCUREMENT DEPARTMENT
1415 Melody Lane, Building C
Bisbee, Arizona 85603

Invitation for Bids #IFB 16-43-HFP-04
Guardrail Repair and Replacement

SECTION SIX – FORM OF AGREEMENT

1.0 Form of Agreement:

Complete the attached Form of Agreement by filling in the area in the top portion of the form designated as "Authorized Representative" and in the lower portion under "Contractor". Do not fill in the date.

1.1 Return the completed Form of Agreement with the bid packet.

AGREEMENT #IFB 16-43-HFP-04 – Guardrail Repair and Replacement

BETWEEN COCHISE COUNTY

And

Brown and White, Inc

This Contract is made between the County of Cochise, State of Arizona (the County)
whose authorized representative is:
Terry Hudson CPPB
Procurement Director
Cochise County Procurement Department
1415 Melody Lane, Building C
Bisbee, Arizona 85603

and the Contractor, whose complete name, address and Authorized Representative are:

Brown and White, Inc.
P.O. Box 27283
Tucson, AZ 85726
Peter A. Granillo

This Contract is designated by the County as agreement No. IFB 16-43-HFP-04

The County and Bidder agree as follows:

- Article I. Contract Documents:** The Contract Documents consist of this Agreement; the Cochise County Standard Contract Terms and Conditions; the solicitation, including instructions, all terms and conditions, technical specifications, Scope of Work attachments, and addenda thereto; and the bid/offer submitted by the bidder/offeror in response to the solicitation and other Contract Documents.
- Article II. Contract Performance:** The Bidder shall provide all of the materials, equipment, and services required by the Contract Documents, with the options and modifications or clarifications, if any, expressly stated here:
- Article III. Date of Commencement and Completion:** The Bidder shall commence performance of this Contract on the date that this Agreement is signed and approved by Cochise County unless a different date is stated below:
as specified in Contract Documents
- Article IV. Payment:** The County shall pay the Contractor in the amounts and at the times or events stated below:
Payment as specified in Contract Documents

SECTION SIX – FORM OF AGREEMENT (continued)

This Agreement is entered into this _____ day of _____ 2016.

CONTRACTOR:


Authorized Signature

Peter A. Granillo - Pres./CEO
Print Name and Title

APPROVED BY:

COCHISE COUNTY BOARD OF SUPERVISORS

Richard Searle, Chairman
Board of Supervisors

ATTEST:

Arlthe Rios
Clerk of the Board

REVIEWED BY:
COCHISE COUNTY
PROCUREMENT DEPARTMENT


Terry Hudson
Procurement Director

Preliminary Bid Tabulation - Invitation for Bids #IFB 16-43-HFP-04 - Guardrail Repair and Replacement

Brown & White Inc.
Company Name

Item No.	Description	Unit Price	Benson	Bisbee	Douglas	Elfrida	Portal – San Simon	Sierra Vista	Sunsites – Sunizona	Tombstone	Willcox
1	Guardrail installed in place as specified, to include installation, material and removal of bent and damaged guardrail, post and block	Priced per linear foot	\$21.50	\$28.80	\$28.80	\$24.50	\$24.50	\$28.80	\$28.80	\$28.80	\$24.90
2	Guardrail Removal as specified	Priced per linear foot	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
3	Hourly labor rate for any additional related work	Per Hour	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00	\$159.00
4	Install/replace guardrail end treatments	Each	\$3200.00	\$3380.00	\$3380.00	\$3380.00	\$3380.00	\$3380.00	\$3380.00	\$3380.00	\$3380.00
5	Reconstruct guardrail with material supplied by others	Priced per linear foot	\$9.75	\$9.75	\$9.75	\$9.75	\$9.75	\$9.75	\$9.75	\$9.75	\$9.75
6	Bolted Anchors	Each	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00
7	Wall Transitions Tiebeam	Each	\$3200.00	\$3200.00	\$3200.00	\$3200.00	\$3200.00	\$3200.00	\$3200.00	\$3200.00	\$3200.00
8	Single Rail	Each	\$970.00	\$970.00	\$970.00	\$970.00	\$970.00	\$970.00	\$970.00	\$970.00	\$970.00
9	TA-33 Traffic Control per day	Each	\$1800.00	\$1800.00	\$1800.00	\$1800.00	\$1800.00	\$1800.00	\$1800.00	\$1800.00	\$1800.00

Preliminary Bid Tabulation - Invitation for Bids #IFB 16-43-HFP-04 - Guardrail Repair and Replacement

Brown & White Inc.
Company Name

Item No.	Description	Unit Price	Benson	Bisbee	Douglas	Elfrida	Portal – San Simon	Sierra Vista	Sunsites – Sunizona	Tombstone	Willcox
10	Shoulder closure per day	Each	\$1025.00	\$1025.00	\$1025.00	\$1025.00	\$1025.00	\$1025.00	\$1025.00	\$1025.00	\$1025.00
11	TA-45 movable barrier per day	Each	\$1875.00	\$1875.00	\$1875.00	\$1875.00	\$1875.00	\$1875.00	\$1875.00	\$1875.00	\$1875.00
12	Message Board per day	Each	\$121.00	\$121.00	\$121.00	\$121.00	\$121.00	\$121.00	\$121.00	\$121.00	\$121.00
13	Attenuator Truck per day	Each	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00
14	Mobilization	Each	\$650.00	\$700.00	\$800.00	\$800.00	\$800.00	\$600.00	\$600.00	\$600.00	\$700.00

Preliminary Bid Tabulation - Invitation for Bids #IFB 16-43-HFP-04 - Guardrail Repair and Replacement

Brown & White Inc.
Company Name

Item No.	Description	Unit	Price excluding tax
1	25 ft. 12 ga. galvanized guardrail	each	\$167.00
2	Core-Ten, 25 ft. 12 ga.	each	\$180.00
3	Etched, 25 ft. 12 ga.	each	\$230.00
4	12 ft. 6 in. 12 ga.	each	\$81.00
5	Pre-punched BCT 12 ft. 6 in.	each	\$112.00
6	Core-Ten 12 ft. 6 in. 12 ga.	each	\$84.00
7	Etched, 12 ft. 6 in. 12 ga.	each	\$153.00
8	Concave 12 ft. 6 in. 12 ga.	each	\$95.00
9	Convex 12 ft. 6 in. 12 ga.	each	\$95.00
10	Flare Ends, Standard	each	\$40.00
11	Posts, C.C.A.	each	\$49.00
12	Posts, C.C.A., 6 in x 8 in x 64 in	each	\$49.00
13	Blocks, C.C.A., 8 in x 8 in x 14 in	each	\$8.40
14	Extruder Terminal Assembly	each	\$1750.00
15	External Post 6 ft. x 8 in.	each	\$94.00
16	Cable Anchor	each	\$315.00
17	Post Anchor	each	\$295.00
18	Offset strut including hardware	each	\$77.00
19	25 foot Extruder Rail	each	\$259.00
20	SKT 350 assembly	each	\$1750.00
21	Button Head Bolt, 5/8 in. x 1-1/4 in.	each	\$1.55
22	Button Head Bolt, 5/8 in. x 2 in.	each	\$1.95
23	Button Head Bolt, 5/8 in. x 10 in.	each	\$2.35
24	Button Head Bolt, 5/8 in. x 18 in.	each	\$3.15
25	Washer, round 5/8 in.	each	\$.35
26	Washer, 1-3/4 in x 3 in x 3/16 in	each	\$.45
27	Bolted Anchor C-10.23	each	\$259.00
28	Safety Barricade Repair per Linear Foot	linear foot	\$22.55

Regular Board of Supervisors Meeting

Meeting Date: 07/12/2016

Approve Crime Victim Compensation Program Grant, ACJC Grant No. VC-17-050

Submitted By: Sue Blanchard, County Attorney

Department: County Attorney

Presentation: No A/V Presentation

Document Signatures: BOS Signature Required

Recommendation: Approve

of ORIGINALS 3

Submitted for Signature:

NAME of PRESENTER: N/A

TITLE of PRESENTER: N/A

Mandated Function?: Federal or State Mandate

Source of Mandate or Basis for Support?: A.R.S. § 41-2407

You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).

Information

Agenda Item Text:

Approve the Crime Victim Compensation Grant No. VC-17-050 in the amount of \$69,934 for the period of July 1, 2016 through June 30, 2017.

Background:

The award amount of \$69,934.00 is to be used by the Cochise County Attorney's Victim Witness Program to provide crime victims within Cochise County compensation for injuries and losses received as a result of an incident. The grant allows \$11,400 in administrative costs which is used to pay salary and EREs for the Victim Comp Coordinator; training/travel and a small amount for office supplies. There are no match funds necessary for this grant.

Fiscal Impact & Funding Sources: There is no transfer-in from any county account. This fund is fully grant monies.

Department's Next Steps (if approved):

Once approved by the Board, the Department will forward the paperwork to the Arizona Criminal Justice Commission for their final approval, signature and funding.

Impact of NOT Approving/Alternatives:

This is a mandated service and Cochise County would be at fault. Also, victims in Cochise County would not receive compensation.

To BOS Staff: Document Disposition/Follow-Up:

Three (3) originals provided. Advise CAO upon Board approval. Return signed Agreements to CAO. Send a certified copy of the Board Minutes approving the Grant Agreement, as soon as it is available, to CAO.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 2016/2017

One-time Fixed Costs? (\$\$\$): 0

Ongoing Costs? (\$\$\$): 0

County Match Required? (\$\$\$): 0

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):

Source of Funding?: Grant

Fiscal Impact & Funding Sources (if known):

Fund 121

Attachments

[Cochise County Grant Approval Form - ACJC VC-17-050](#)

[Grant Agreement ACJC VC-17-050](#)

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: _____ Department/Division: _____

Date Prepared: _____ Telephone: _____

Grantor: _____ Grant Title: _____

Grant Term From: _____ To: _____

Fund No/Dept. No: _____ Note: Fund No. will be assigned by the Finance Department if new.

New Grant Yes No Amendment No. _____ Increase \$ _____ Decrease \$ _____

Briefly describe purpose of grant:

If amendment, provide reason:

If this is a mandated service, cite source. If not mandated, cite indications of local customer support for this service:

Funding Sources	Federal Funds 332.100	State Funds 336.100	County Funds 391.000	Other	Total
Current Fiscal Year					
Remaining Years					
Total Revenue					

Is County match required? Yes No If yes, dollar amount \$ _____

Has this amount been budgeted? Yes No Identify Funding Source: _____

Federal Catalog of Federal Domestic Assistance (CFDA) No: _____

Method of collecting grant funds: Lump sum payment Quarterly payments Draw Reimbursement

Is reversion of unexpended funds required at end of grant period? Yes No

a) Total A-87 cost allocation _____

b) Amount of overhead allowed by grant _____ County subsidy (a-b) _____

Does Grantor accept indirect costs as an allowable expenditure? Yes No

If yes, dollar amount \$ _____ OR percentage allowed _____ %

Number of new positions that will be funded from grant: _____ Number of existing positions funded from grant: _____



ARIZONA CRIMINAL JUSTICE COMMISSION
COCHISE COUNTY ATTORNEY'S OFFICE
VICTIM COMPENSATION
GRANT AGREEMENT

ACJC Grant Number VC-17-050
Catalog of Federal Domestic Assistance (CFDA) Number 16.576 (VOCA)

This Grant Agreement is made this 1ST day of July, 2016, by and between the ARIZONA CRIMINAL JUSTICE COMMISSION hereinafter called "COMMISSION" and COCHISE COUNTY, through COCHISE COUNTY ATTORNEY'S OFFICE hereinafter called "GRANTEE". The COMMISSION enters into this Agreement pursuant to its authority under the provisions of A.R.S. § 41-2405 (B)(6), and having satisfied itself as to the qualification of GRANTEE;

NOW, THEREFORE, it is agreed between the parties as follows:

78. This Agreement will commence on JULY 1, 2016 and terminate on June 30, 2017. This Agreement expires at the end of the award period unless prior written approval for an extension has been obtained from the COMMISSION. A request for an extension must be received by the COMMISSION sixty (60) days prior to the end of the award period. The COMMISSION in its sole discretion may approve an extension that furthers the goals and objectives of the program and shall determine the length of any extension.
79. GRANTEE agrees that grant funds will be used in accordance with applicable program rules, guidelines and special conditions.
80. The COMMISSION will monitor GRANTEE performance against program goals and performance standards and those outlined in the grant application. Substandard performance as determined by the COMMISSION will constitute noncompliance with this Agreement. If the COMMISSION finds noncompliance, the GRANTEE will receive a written notice which identifies the area of noncompliance, and the appropriate corrective action to be taken. If the GRANTEE does not respond within thirty (30) calendar days to this notice, and does not provide sufficient information concerning the steps which are being taken to correct the problem, the COMMISSION may suspend funding, permanently terminate this Agreement or revoke the grant.
81. Any deviation or failure to comply with the purpose and/or conditions of this Agreement without prior written COMMISSION approval may constitute sufficient reason for the COMMISSION to terminate this Agreement, revoke the grant, require the return of all unspent funds, perform an audit of expended funds, and require the return of any previously spent funds which are deemed to have been spent in violation of the purpose or conditions of this grant.
82. This Agreement may be modified only by a written amendment signed by the Executive Director or by persons authorized by the Executive Director on behalf of the COMMISSION and GRANTEE. Any notice given pursuant to this Agreement shall be in writing and shall be considered to have been given when actually received by the following addressee or their agents or employees:
 - A. If to the COMMISSION:

Arizona Criminal Justice Commission
1110 W. Washington Street, Suite 230
Phoenix, Arizona 85007
Attn: Program Manager
 - B. If to the GRANTEE:

Cochise County Attorney's Office
PO Drawer CA
Bisbee, AZ, 85603
Attn: **Honorable Brian McIntyre**

83. For grant awards above \$100,000, GRANTEE may make budget adjustments of up to ten (10) percent of the total grant within any approved budget category excluding equipment. Written approval from the COMMISSION in advance is required if GRANTEE wishes to make adjustments or reprogram in excess of ten (10) percent or if GRANTEE wishes to purchase equipment not previously approved.

For grant awards less than \$100,000, the GRANTEE may make budget adjustments within approved categories excluding equipment as long as there are no changes to the purpose or scope of the project. If GRANTEE wishes to purchase equipment not previously approved, written approval from the COMMISSION in advance is required.

APPROVED LINE ITEM PROGRAM BUDGET	
Personnel:	
Salaries	\$6,500.00
Fringe Benefits (for salaries/ overtime)*	\$3,080.00
Overtime	\$0.00
Professional & Outside/Consultant & Contractual Services	\$0.00
Travel In-State	\$170.00
Travel Out-of-State	\$1,370.00
Confidential Funds	\$58,534.00
Operating Expenses:	
Supplies	\$280.00
Registration/Training	\$0.00
Other	\$0.00
Equipment	
Capital	\$0.00
Noncapital	\$0.00
TOTAL	\$69,934.00
Positions/Expenses Funded:	
Account Clerk II (1.00), In-State Travel, Out-of-State Travel, Operating Expenses (supplies)	

*Reference the ACJC Grant Management Manual for definition of approved Fringe Benefit

84. The total to be paid by the COMMISSION under this Agreement shall not exceed \$0.00 in federal funds awarded to the COMMISSION by the U.S. Department of Justice (USDOJ), Office of Justice Programs (OJP) \$69,934.00. If this grant has a matching requirement GRANTEE understands that other federal grant funds cannot be used as a match for this grant. The matching amount for this award is \$0.00.

85. Every payment obligation of the COMMISSION under this Agreement is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the COMMISSION. No liability shall accrue to the COMMISSION in the event this provision is exercised, and the COMMISSION shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

86. GRANTEE agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this award, and those award funds have been, are being or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being

provided under this award, GRANTEE will promptly notify, in writing, the COMMISSION, and if so requested by the COMMISSION, seek a budget modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

87. GRANTEE agrees to retain all books, account reports, files and other records, (paper and/or electronic) relating to this Agreement and the performance of this Agreement for no less than five (5) years from the last financial report submitted to the COMMISSION. All such documents shall be subject to inspection and audit at reasonable times, including such records of any subgrantee, contractor, or subcontractor. GRANTEE also understands and agrees that USDOJ and the United States General Accounting Office (USGAO) are authorized to interview any officer or employee of the GRANTEE (or of any subgrantee, contractor, or subcontractor) regarding transactions related to this award.
88. GRANTEE agrees that activities funded under this award will be closely coordinated with related activities supported with Office of Justice Programs (OJP), State, local or tribal funds. Grant funds may only be used for the purposes in the GRANTEE's approved application. GRANTEE shall not undertake any work or activities not described in the grant application, including staff, equipment, or other goods or services without prior approval from the COMMISSION.
89. GRANTEE agrees to track, account for, and report on all funds (including specific outcomes and benefits) separately from all other funds for the same or similar purposes or programs.

Accordingly, the accounting systems of GRANTEE and all subgrantees must ensure that funds from this award are not commingled with funds from any other source.
90. GRANTEE agrees to abide by Federal and State laws and provide accounting, auditing and monitoring procedures to safeguard grant funds and keep such records to assure proper fiscal controls, management and the efficient disbursement of grant funds.
91. For the purpose of this grant, a capital expenditure is \$5,000 or above. If GRANTEE'S policy defines a capital expenditure as less than \$5,000, GRANTEE will use its own policy.
92. GRANTEE agrees to maintain property records for equipment purchased with grant funds and perform a physical inventory and reconciliation with property records at least every two years or more frequently based on GRANTEE policy. GRANTEE agrees that funds will not be used for the construction of new facilities.
93. GRANTEE agrees to follow equipment disposition policies outlined in *OMB Circulars A-102 or 2 CFR, Part 215 Uniform Administrative Requirements for Grants and Cooperative Agreements* as codified in (1) 28 CFR, Part 66 or (2) 28 CFR, Part 70 when the equipment is no longer needed for the grant program.
Link: OMB Circulars http://www.whitehouse.gov/omb/grants_attach/
94. GRANTEE agrees that all salaried personnel (including subgrantee personnel) whose activities are to be charged to the award will maintain timesheets or certifications to document hours worked for activities related to this award and non-award related activities. GRANTEE agrees to keep time and attendance sheets for hourly employees signed by the employee and supervisory official having firsthand knowledge of the work performed by the grant-funded employees.
95. GRANTEE agrees that it will submit financial and activity reports to the COMMISSION in a format provided by the COMMISSION, documenting the activities supported by these grant funds and providing an assessment of the impact of these activities which may include documentation of project milestones. In the event reports are not received on or before the indicated date(s), funding may be suspended until such time as delinquent report(s) are received.

106. GRANTEE agrees not to use grant funds for food and/or beverage unless explicitly approved in writing by the COMMISSION.
107. GRANTEE agrees to comply with all applicable laws, regulations, policies and guidance (including specific cost limits, prior approvals and reporting requirements, where applicable) governing the use of grant funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events unless explicitly approved in writing by the COMMISSION. Information on pertinent laws, regulations, policies, and guidance is available in the OJP Financial Guide Conference Cost Chapter.
108. No funds shall be used to supplant federal, state, county or local funds that would otherwise be made available for such purposes. Supplanting means the deliberate reduction of state or local funds because of the existence of any grant funds.
109. GRANTEE assigns to the COMMISSION any claim for overcharges resulting from antitrust violations to the extent that such violations concern materials or services applied by third parties to GRANTEE in exchange for grant funds provided under this Agreement.
110. The parties agree to use arbitration in the event of disputes in accordance with the provisions of A.R.S. § 12-1501-12-1518. The laws of the State of Arizona apply to questions arising under this Agreement and any litigation regarding this Agreement must be maintained in Arizona courts, except as pertaining to disputes which are subject to arbitration.
111. GRANTEE understands that grant funds may not be released until all delinquent reports and reversion of funds from prior grants are submitted to the COMMISSION.
112. GRANTEE agrees that grant funds are not to be expended for any indirect costs that may be incurred by GRANTEE for administering these funds unless explicitly approved in writing by the COMMISSION. This may include, but is not limited to, costs for services such as accounting, payroll, data processing, purchasing, personnel, and building use which may have been incurred by the GRANTEE.
113. Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses, (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. If the GRANTEE is a State agency, board, commission, or university of the State of Arizona, this paragraph shall not apply.
114. Should GRANTEE utilize a contractor(s) and subcontractor(s) the indemnification clause between GRANTEE and its contractor(s) and subcontractor(s) shall include the following:

Contractor shall defend, indemnify, and hold harmless the GRANTEE and the State of Arizona, and any jurisdiction or agency issuing any permits for any work arising out of this Agreement, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees (hereinafter referred to as "Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the contractor or any of the directors, officers, agents, or employees or subcontractors of such contractor. This indemnity includes any claim or amount arising out of or recovered under the

Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by such contractor from and against any and all claims. It is agreed that such contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. Additionally on all applicable insurance policies, contractor and its subcontractors shall name the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as an additional insured and also include a waiver of subrogation in favor of the State. Insurance requirements for any contractor used by GRANTEE are incorporated herein by this reference and attached to this Agreement as Exhibit "A".

115. GRANTEE agrees to notify the COMMISSION within ten (10) days in the event that the project official is replaced during the award period.
116. No rights or interest in this Agreement shall be assigned by GRANTEE without prior written approval of the COMMISSION.
117. GRANTEE will comply with the audit requirements of *OMB Circular A-133 Audits of States, Local Governments and Non-Profit Organizations* and provide the COMMISSION with the audit report and any findings within 90 days of receipt of such finding. If the report contains no findings, the GRANTEE must provide notification that the audit was completed.
Link: *OMB Circulars:* http://www.whitehouse.gov/omb/grants_attach/
118. GRANTEE certifies that it will comply with *OMB Circulars A-102 and 2 CFR, Part 215 Uniform Administrative Requirements for Grants and Cooperative Agreements* as codified in (1) 28 CFR, Part 66.32 or (2) 28 CFR, Part 70.34 and *Cost Principles (1) 2 CFR, Part 225, (2) 2 CFR, Part 220 or (3) 2 CFR, Part 230*, the OJP Financial Guide and the most current version of the ACJC Grant Management Reference Manual.
Link: *OMB Circulars* http://www.whitehouse.gov/omb/grants_attach/
OJP Financial guide: <http://www.ojp.usdoj.gov/financialguide/>
ACJC Grant Management Reference Manual:
http://www.azcjc.gov/ACJC.Web/pubs/home/021104_Manual_GrantReferenceManual.pdf
119. GRANTEE agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or sub award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express written approval of the Office of Justice Programs through the COMMISSION.
120. GRANTEE understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.
121. GRANTEE agrees not to do business with any individual, agency, company or corporation listed in the Excluded Parties Listing Service.
Link: *System for Award Management* <https://www.sam.gov/portal/public/SAM/>
122. GRANTEE agrees to ensure that, no later than the due date of the GRANTEE's first financial report after the award is made, GRANTEE and any subgrantees have a valid DUNS profile and active registration with the System for Award Management (SAM) database.

123. GRANTEE certifies that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement.
124. GRANTEE understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the *OJP Training Guide Principles for Grantees and Subgrantees*.
Link: *OJP Training Guide Principles for Grantees and Subgrantees*
<http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>
125. GRANTEE agrees to cooperate and participate with any and all assessments, evaluation efforts or information and data collection requests, and acknowledges that the federal or state grantor agency has the right to obtain, reproduce, publish or use data provided under this award and may authorize others to receive and use such information.
126. GRANTEE shall provide the COMMISSION with a copy of all interim and final reports and proposed publications (including those prepared for conferences and other presentations) resulting from this Agreement. Submission of such materials must be prior to or simultaneous with their public release.
127. GRANTEE agrees that any publications (written, visual, or sound) excluding press releases and newsletters, whether published at the GRANTEE'S or COMMISSION'S expense, shall contain the following statement:

"This was supported by Award No. 2015-VC-GX-0004 and 2016-VC-GX-0004 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice."
128. GRANTEE agrees to comply with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, 42 USC §3789d(c)(1); Title VI of the Civil Rights Act of 1964, 42 USC §2000d; Section 504 of the Rehabilitation Act of 1973, 29 USC § 794; Subtitle A, Title II of the Americans with Disabilities Act of 1990, 42 USC § 12132; Title IX of the Education Amendments of 1972, 20 USC § 1681; the Age Discrimination Act of 1975, 42 USC § 6102; the Department of Justice implementing regulations, 28 CFR pt. 42, subpts. C, D, E, G, and I, 28 CFR pt. 35, and 28 CFR pt. 54; all applicable state laws of A.R.S. § 41-1463; and Executive Order 2009-9. The above-referenced federal laws prohibit discrimination on the basis of race, color, religion, sex, disability, and national origin (including limited English proficiency) in the delivery of services and employment practices, and prohibit discrimination on the basis of age in the delivery of services. If in the three years prior to the date of the grant award a Federal or State Court or Federal or State administrative agency makes a finding of discrimination after a due process hearing against GRANTEE, GRANTEE will forward a copy of the findings to the Office for Civil Rights, Office of Justice Programs and the COMMISSION.

"Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Street Act, the applicant is required to take reasonable steps to ensure that LEP persons have meaningful access to programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary."
Link: *Limited English Proficiency A Federal Interagency Website* <http://www.LEP.gov>
129. GRANTEE agrees to comply with the applicable requirements of 28 CFR Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that

Department of Justice financial assistance may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of Department of Justice financial assistance may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from GRANTEE must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs receiving financial assistance from the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment.

Link: http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm

130. GRANTEE should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. As of June 2013 OJP has issued an advisory that grantees should consult local counsel in reviewing their employment practices. If warranted, grantees should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plan (EEOP). See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available at http://www.ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf.
131. GRANTEE assures that it will comply with all state and federal laws regarding privacy during the course of the award. All information relating to clients is to be treated with confidentiality in accordance with 42 USC section 3789g or 42 USC 14132(b)(3) that are applicable to the collection, disclosure, use and revelation of data information. GRANTEE further agrees to submit a privacy Certificate that is in accordance with requirements of 28 CFR Part 22 if applicable to the program.
132. GRANTEE agrees to formulate and keep on file an EEOP (if GRANTEE is required pursuant to 28 CFR 42.302). GRANTEE certifies that they have forwarded to the Office for Civil Rights, Office of Justice Programs the EEOP, or certifications that they have prepared and have on file an EEOP, or that they are exempt from EEOP requirements. Failure to comply may result in suspension of grant funds. Copies of all submissions such as certifications to or correspondence with the Office for Civil Rights, Office of Justice Programs regarding this requirement must be provided to the COMMISSION by GRANTEE. In the event a federal or state court or federal or state administrative agency makes an adverse finding of discrimination against GRANTEE after a due process hearing, on the ground of race, color, religion, national origin, or sex, GRANTEE will forward a copy of the findings to the Office for Civil Rights, Office of Justice Programs and the COMMISSION.
133. GRANTEE agrees to participate in any required civil rights related training to ensure compliance with all federal and state civil rights laws. GRANTEE will inform the COMMISSION of the position responsible for civil rights compliance and will inform the COMMISSION of change in personnel responsible for civil rights compliance within ten days.
Link: <http://azcic.gov/ACJC.Web/Grants/civilrights/default.aspx>
134. To support public safety and justice information sharing, GRANTEE, if a governmental subdivision, shall use the National Information Exchange Model (NIEM) specifications and guidelines for this grant. GRANTEE shall publish and make available without restrictions all schemas generated as a result of this grant to the component registry as specified in the guidelines.
Link: <https://www.niem.gov/aboutniem/grant-funding/Pages/implementation-guide.aspx>

135. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at:

Link: http://www.it.ojp.gov/gsp_grantcondition.

Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

136. To avoid duplicating existing networks or IT systems in any initiatives for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless GRANTEE can demonstrate to the satisfaction of the COMMISSION that this requirement would not be cost beneficial or would impair the functionality of an existing or proposed IT system.

137. If GRANTEE is a governmental political subdivision, the GRANTEE should, to the extent possible and practical; share criminal justice information with other authorized criminal justice agencies. The process control number (PCN) shall be used in accordance with A.R.S. § 41-1750 when sharing data with other criminal justice agencies as electronic data systems are developed or improved.

138. If GRANTEE is a state agency and the award is for the development of information technology projects for more than \$25,000, GRANTEE must complete a Project Investment Justification (PIJ) and submit the justification to the Arizona Department of Administration (ADOA), with a copy to the COMMISSION. GRANTEE agrees to submit required project status reports to ADOA by the due dates and submit copies to the COMMISSION.

If GRANTEE is not a state agency and the award is for the development of information technology projects, GRANTEE will follow local technology policies and guidelines.

139. GRANTEE must promptly refer to the COMMISSION any credible evidence that a principal, employee, agent, contractor, subgrantee, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. The COMMISSION shall forward the referral to the Department of Justice, Office of the Inspector General.

140. The COMMISSION encourages GRANTEE to establish workplace safety policies and conduct education, awareness and other outreach to decrease crashes caused by distracted drivers, including adopting and enforcing policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant. Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 2009).

141. GRANTEE certifies to comply with the Drug-Free Workplace Act of 1988, and implemented in 28 CFR Part 83, Subpart F, for grantees, as defined in 28 CFR, Part 83 Sections 83.620 and 83.650.

142. GRANTEE agrees to complete and keep on file, as appropriate, Immigration and Naturalization Form (I-9). This form is to be used by recipients to verify that persons are eligible to work in the United States. Additionally GRANTEE ensures compliance with A.R.S. § 41-4401 federal immigration laws by state employers and contractors.

143. GRANTEE acknowledges that immigration laws require them to register and participate with the E-Verify program (employment verification program administered by the United States Department of Homeland Security and the Social Security Administration or any successor program) as they both employ one or more employees in this state. GRANTEE warrants that they have registered with and participate with E-Verify. If the GRANTOR later determines that the GRANTEE has not complied with E-Verify, it will notify the non-compliant GRANTEE by certified mail of the determination and of the right to appeal the determination.
144. GRANTEE certifies that no federal funds will be paid, by or on behalf of, 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 any cooperative agreement, and for the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement. If any funds other than Federal funds are paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal award, grant loan, or cooperative agreement, the GRANTEE will complete and submit to the COMMISSION Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
145. GRANTEE 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 the Commission.
146. GRANTEE agrees that no funds provided, or personnel employed under this Agreement shall be in any way, or to any extent, engaged in conduct of political activities in violation of USC Title 5, Part II, Chapter 15, section 1502.
147. GRANTEE understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
148. GRANTEE understands and agrees that- (a) no award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading and exchanging or pornography, and (b) nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
149. GRANTEE agrees to comply with all federal, state and local environmental laws and regulations applicable to the development and implementation of activities to be funded under this award. Additional requirements may be found in Grant Agreement Continuation Sheet.
150. GRANTEE agrees that all income generated as a direct result of this award shall be deemed program income. All program income must be accounted for and used for the purpose under the conditions applicable for the use of funds under this award, including the effective edition of the OJP Financial Guide and, as applicable, either (1) 28 CFR part 66 or (2) 28 CFR part 70 and OMB Circular A-102 & 2 CFR 215.
151. This Agreement is subject to cancellation pursuant to the provision of A.R.S. § 38-511. This Agreement may also be cancelled at the COMMISSION'S discretion if not returned with authorized signatures to the COMMISSION within 90 days of commencement of the award.

152. If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall be in full force and effect.
153. GRANTEE agrees to comply with all Special Condition(s) included with this Agreement on the Grant Agreement Continuation Sheet.
154. GRANTEE understands that grant funds may not be released until GRANTEE is compliant with all requirements of grant agreement.

Arizona Criminal Justice Commission
Cochise County Attorney's Office
GRANT AGREEMENT CONTINUATION SHEET
SPECIAL CONDITION(S)

- 16.** GRANTEE must verify Agency Point of Contact (APOC), Financial Point of Contact (FPOC), Program Point of Contact (PPOC), and Authorized Official contact information in the Grants Management System (GMS), including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the GMS to document changes. In addition the FPOC and PPOC must be assigned by the APOC prior to payments being made.
- 17.** GRANTEE acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward; and (2) any rights of copyright to which a recipient or subrecipient purchases ownership with Federal support.
- 18.** GRANTEE agrees and understands that funded activities may require the preparation of an Environmental Assessment (EA) as defined by the Council of Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500.
- 19.** GRANTEE has or intends to establish a program that enters into the National Crime Information Center (NCIC) records of: (a) Protection orders for the protection of persons from stalking or domestic violence; (b) Warrants for the arrest of persons violating protection orders intended to protect victims from stalking or domestic violence; and (c) Arrests or convictions of persons violating protection orders intended to protect victims from stalking or domestic violence.
- 20.** The GRANTEE agrees that allocated compensation benefit funds will be used to provide compensation awards to victims of criminally injurious conduct occurring within the GRANTEE'S jurisdiction.
- 21.** The GRANTEE understands that crime victim compensation benefit funding will be distributed to grantees as a monthly reimbursement of compensation program expenditures.
- 22.** The GRANTEE understands that \$11400 is the maximum allowable amount of State compensation funding to be expended on the administration of this program.
- 23.** The GRANTEE agrees that expenditures made in Compensation Benefits will be for Compensation benefit payments only. Funding in Compensation Benefits cannot be transferred to another budget category.
- 24.** The GRANTEE understands that financial reimbursement request forms are required for reimbursement of expenditures. The final request for reimbursement of compensation funds must be received by the COMMISSION no later than 10 days after the last day of the award period.
- 25.** The GRANTEE shall remit all interest earned on Federal VOCA grant funds and all unexpended allocated funds to the COMMISSION within 30 days after receipt of a written

request from the COMMISSION. The GRANTEE agrees to expend all encumbered funds within 10 days of expiration of this award.

26. The GRANTEE agrees to comply with all Federal and State laws, provisions of the Arizona Crime Victim Compensation Program Rules R110-4-101 through R10-4-111 administered by the COMMISSION, and provisions of Federal VOCA Compensation Program Guidelines (<http://www.ojp.usdoj.gov/ovc/voca/vcguide.htm>).
27. The GRANTEE agrees to comply with all applicable Open Meeting Laws, A.R.S. §38-431 et seq.
28. The GRANTEE agrees to seek and order all available restitution owed to the program.
29. The GRANTEE agrees to negotiate reductions in fees for service with service providers for all program benefit expenditures.
30. The GRANTEE agrees that information on race, sex, national origin, age, and disability of recipients of compensation will be collected and maintained, where such information is voluntarily furnished by those receiving compensation.

Authorized Official Initials: _____



IN WITNESS WHEREOF, the parties have made and executed the Agreement the day and year first above written.

FOR GRANTEE:

Authorized Signatory Date

Printed Name and Title

Approved as to form and authority to enter into Agreement:

Lauri J Owen *6/27/2016*

Legal counsel for GRANTEE Date

LAURI J OWEN, DEP CTY ATTY

Printed Name and Title

Statutory or other legal authority to enter into Agreement:

11952

Appropriate A.R.S., ordinance, or charter reference

FOR CRIMINAL JUSTICE COMMISSION:

John A. Blackburn Jr., Executive Director Date
Arizona Criminal Justice Commission



ARIZONA CRIMINAL JUSTICE COMMISSION
GRANT AGREEMENT

**Insurance Requirements
Exhibit "A"**

Insurance Requirements for Governmental Parties to a Grant Agreement:

None.

Insurance Requirements for Any Contractors Used by a Party to the Grant Agreement:

(Note: this applies only to Contractors used by a governmental entity, not to the governmental entity itself.)
The *Insurance requirements* herein are minimum requirements and in no way limit the indemnity covenants contained in the Intergovernmental Agreement. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the governmental entity or Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, his agents, representatives, employees or subcontractors, and Contractor and the governmental entity are free to purchase additional insurance.

A. **MINIMUM SCOPE AND LIMITS OF INSURANCE:** Contractor shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, and broad form contractual liability.

- General Aggregate \$2,000,000
- Products – Completed Operations Aggregate \$1,000,000
- Personal and Advertising Injury \$1,000,000
- Fire Legal Liability \$50,000
- Each Occurrence \$1,000,000

b. The policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor.

(Note that the other governmental entity(ies) is/are also required to be additional insured(s) and they should supply the Contractor with their own list of persons to be insured.)

b. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

Exhibit "A" Page 2

2. **Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) \$1,000,000

c. The policy shall be endorsed, as required by this written agreement, to include the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by or on behalf of, the Contractor involving automobiles owned, hired and/or non-owned by the Contractor.

d. Policy shall contain a waiver of subrogation endorsement as required by this written agreement in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(Note that the other governmental entity(ies) is/are also required to be additional insured(s) and they should supply the Contractor with their own list of persons to be insured.)

3. **Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$1,000,000
Disease – Each Employee	\$1,000,000
Disease – Policy Limit	\$1,000,000

a. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of the State of Arizona, and its departments, agencies, boards, commissions, universities, its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

b. This requirement shall not apply to each contractor or subcontractor that is exempt under A.R.S. § 23-901, and when such contractor or subcontractor executes the appropriate waiver form (Sole Proprietor or Independent Contractor).

Additional Insurance Requirements:

The policies shall include, or be endorsed to include, as required by this written agreement, the following provisions:

The Contractor's policies shall stipulate that the insurance afforded the Contractor shall be primary and that any insurance carried by the Department, its agents, officials, employees or the State of Arizona shall be excess and not contributory insurance, as provided by A.R.S. § 41-621 (E).

Insurance provided by the Contractor shall not limit the Contractor's liability assumed under the indemnification provisions of this Contract.

Notice of Cancellation:

For each insurance policy required by the insurance provisions of this Contract, the Contractor must provide to the State of Arizona, within two (2) business days of receipt, a notice if a policy is suspended,

voided, or cancelled for any reason. Such notice shall be mailed, emailed, hand delivered or sent by facsimile transmission to (Enter Contracting Agency Representative's Name, Address, and Fax Number Here).

Acceptability of Insurers:

Contractor's insurance shall be placed with companies licensed in the State of Arizona or hold approved non-admitted status on the Arizona Department of Insurance List of Qualified Unauthorized Insurers. Insurers shall have an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

Verification of Coverage:

Contractor shall furnish the State of Arizona with certificates of insurance (valid ACORD form or equivalent approved by the State of Arizona) as required by this Contract. An authorized representative of the insurer shall sign the certificates.

All certificates and endorsements, as required by this written agreement, are to be received and approved by the State of Arizona before work commences. Each insurance policy required by this Contract must be in effect at, or prior to, commencement of work under this Contract. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

All certificates required by this Contract shall be sent directly to the Department. The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete copies of all insurance policies required by this Contract at any time.

Subcontractors:

Contractor's certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall be responsible for ensuring and/or verifying that all subcontractors have valid and collectable insurance as evidenced by the certificates of insurance and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum Insurance Requirements identified above. The Department reserves the right to require, at any time throughout the life of the Contract, proof from the Contractor that its subcontractors have the required coverage.

Approval and Modifications:

The Contracting Agency, in consultation with State Risk, reserves the right to review or make modifications to the insurance limits, required coverages, or endorsements throughout the life of this contract, as deemed necessary. Such action will not require a formal Contract amendment but may be made by administrative action.

Exceptions:

In the event the Contractor or subcontractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a certificate of self-insurance. If the Contractor or subcontractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.



ARIZONA CRIMINAL JUSTICE COMMISSION
GRANT AGREEMENT

**Administrative Funds Guidelines
Exhibit "B"**

The use of administrative monies from the Crime Victim Compensation fund is limited to costs incurred in administering the Crime Victim Compensation Program in each county.

Administrative expenses are limited to a set amount approved annually by the Commission.

Eligible costs may include:

- Percentage of salary and employee related expenses for personnel involved in the administration of the Crime Victim Compensation Program as it correlates to the percentage of time spent in the function of administering Crime Victim Compensation Program activities and reporting requirements.
- Percentage of costs for overhead including office space and utilities that is directly connected to the administration of the Crime Victim Compensation Program.
- The percentage of cost for equipment that is directly related to percentage of use the equipment is utilized for the administration of the Crime Victim Compensation Program.
- The percentage of supplies and postage that are directly associated with the administration of the Crime Victim Compensation Program. Food and drink costs are not permitted.
- Travel expenses connected to the Crime Victim Compensation Program limited to:
 - Reimbursement of mileage, authorized per diem and lodging for in-state travel for Crime Victim Compensation Board members to attend Compensation Board meetings and Crime Victim Compensation Program training. Reimbursement will be in accordance with each county's travel regulations.
 - Reimbursement to staff for mileage, authorized per diem and lodging for in-state travel for Crime Victim Compensation Program training, program outreach, and administration of Crime Victim Compensation claims. Reimbursement will be in accordance with each county's travel regulations.
 - Reimbursement of travel costs, authorized per diem and lodging for out-of-state travel for two people per fiscal year, including operational unit compensation program staff or board members, to attend training directly related to administration of the Crime Victim Compensation Program. Reimbursement will be in accordance with each county's travel regulations.

Regular Board of Supervisors Meeting

Elections and Special Districts

Meeting Date:	07/12/2016		
Approve the Vote Centers for the 2016 Primary & General elections			
Submitted By:	Katie Howard, Elections & Special Districts		
Department:	Elections & Special Districts		
Presentation:	No A/V Presentation	Recommendation:	Approve
Document Signatures:	BOS Signature NOT Required	# of ORIGINALS Submitted for Signature:	0
NAME of PRESENTER:	N/A	TITLE of PRESENTER:	N/A
Docket Number (If applicable):			
Mandated Function?:	Federal or State Mandate	Source of Mandate or Basis for Support?:	A.R.S. 16-411

Information

Agenda Item Text:

Adopt Resolution 16-20 to approve the Vote Centers for the 2016 Primary and General elections as listed on the attached Exhibit, and authorize the Elections Director to make substitutions as necessary prior to each election, in the event that a Vote Center replacement needs to be made in accordance with A.R.S. 16-411.

Background:

Pursuant to A.R.S. 16-411, the Board must designate polling places within each precinct prior to an election unless the Board has, by specific Resolution, approving the use of Vote Centers and authorizing the Elections Director to make substitutions as necessary prior to each election, in the event that a Vote Center replacement needs to be made in accordance with A.R.S. 16-411. At the August 25, 2015 meeting, the Board approved a Resolution to authorize the use of Vote Centers for Cochise County elections, beginning in 2016. At that time, Elections provided a list of the Vote Center locations.

Following Board approval, Elections secured signed contracts with each of the Vote Center locations and those Vote Centers were utilized successfully for the March Presidential Preference Election and for the May Special Election.

Although there have been no changes to the location of the Vote Centers, we are again bringing these sites to you for approval, in accordance with the law, prior to our two major elections later this Summer, and in the Fall. There has been one slight change in building use within a Vote Center that we wanted to bring to your attention. We learned during the PPE election that the gymnasium at the Benson High School was not a good location because it was too large, some of the outlets along the wall were not active and there were distractions to voters from school children traversing the area. As a result, the school was gracious enough to allow us to switch back to using the Board Room (also at the same school location). This worked very well for the May election and we believe it will also work well for the Primary and General. (It is possible that for the 2018 elections we may need to find an alternative location for voting in Benson because we are not sure the school will sign a new contract.)

Department's Next Steps (if approved):

Move forward with planned Vote Centers.

Impact of NOT Approving/Alternatives:

Find other location(s) to use as Vote Centers for the Primary &/or General elections and bring them to the Board for approval.

To BOS Staff: Document Disposition/Follow-Up:

No documents to dispose of; please notify Elections of outcome on this item. Thank you.

Attachments

Resolution

Res. Auth VCs

VC Locations

Example VC Contract

RESOLUTION 16-___

**APPROVING VOTE CENTER LOCATIONS FOR THE 2016 PRIMARY
AND GENERAL ELECTIONS**

WHEREAS, the Board of Supervisors approved the implementation of a vote center Plan for Cochise County by Resolution 15-21 on August 25, 2015; and

WHEREAS, the vote centers approved at that time were used successfully in the March 2016 Presidential Preference Election and the May 2016 Special Election; and

WHEREAS, Cochise County remains committed to improving the voter experience during an election; reducing the high number of provisional ballots cast; increasing voter participation through convenience and accessibility of voting; expediting vote tabulation, and conducting elections more efficiently with less cost; and

WHEREAS, a centralized location at which any registered elector in the political subdivision holding the election may vote, regardless of precinct assignment, allows the voter the convenience of appearing at any vote center and receiving the correct ballot for which the elector is entitled to vote; and

WHEREAS, pursuant to A.R.S. § 16-411(B)(4) the Cochise County Board of Supervisors has the authority to implement the use of vote centers in place of, or in addition to, designated precinct polling places,

NOW, THEREFORE, BE IT RESOLVED that the Cochise County Board of Supervisors hereby approves the continuing use of eighteen vote centers in the

RESOLUTION 16-__

Re: Approving Vote Center Locations For The 2016 Primary And General Elections

Page | 2

areas indicated on Exhibit A hereto, during the 2016 Primary and General elections.

BE IT FURTHER RESOLVED that the Cochise County Board of Supervisors confirms that use of vote centers will allow any registered voter in Cochise County to vote at any vote center on Election Day, regardless of precinct assignment.

PASSED AND ADOPTED by the Board of Supervisors of Cochise County, Arizona, this ____ day of _____, 2016.

Richard Searle, Chairman

ATTEST:

Arlethe G. Rios, Clerk of the Board

APPROVED AS TO FORM:

Elda Orduño

Elda E. Orduño, Civil Deputy

RESOLUTION 15-21**AUTHORIZING A VOTE CENTER PLAN FOR IMPLEMENTATION FOR ALL COUNTYWIDE ELECTIONS BEGINNING IN 2016**

WHEREAS, Cochise County voters have vastly shifted their preference from casting ballots at traditional polling sites to casting early ballots by mail or in person; and

WHEREAS, voters who arrive at the wrong polling site on election day account for a high percentage of the provisional or to be verified ballots cast and many are rejected; and

WHEREAS, Cochise County is committed to improving the voter experience during an election; reducing the high number of provisional ballots cast; increasing voter participation through convenience and accessibility of voting; expediting vote tabulation, and conducting elections more efficiently with less cost; and

WHEREAS, a centralized location at which any registered elector in the political subdivision holding the election may vote, regardless of precinct assignment, would allow the voter the convenience of appearing at any vote center and receive the correct ballot for which the elector is entitled to vote; and

WHEREAS, pursuant to A.R.S. § 16-411(B)(4) the Cochise County Board of Supervisors has the authority to implement the use of vote centers in place of, or in addition to, designated precinct polling places,

NOW, THEREFORE, BE IT RESOLVED that the Cochise County Board of Supervisors hereby authorizes the use of vote centers in Cochise County for all countywide elections.

BE IT FURTHER RESOLVED that the Cochise County Board of Supervisors hereby authorizes the Cochise County Vote Center Plan for implementation beginning in the 2016 election cycle, to include eighteen vote centers in the areas indicated on Exhibit A hereto; any registered voter in Cochise County can vote at any Vote Center on Election Day, regardless of precinct assignment. If the Elections Director determines that there is a need for a substitution or other change in any Vote Center, she will bring a recommendation for the substitution or other change to the Board of Supervisors for

RESOLUTION 15- 21

Re: Authorizing A Vote Center Plan For Implementation For All Countywide Elections Beginning In 2016

Page | 2

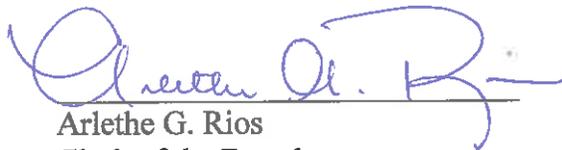
approval; provided, however, that in the event the Elections Director, determines that a substitution or other change is necessary and time would not permit approval by the Board, the Elections Director, with the concurrence of the County Administrator, shall have authority to make the substitution or change.



Patrick Call, Chairperson
Cochise County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:



Arlethe G. Rios
Clerk of the Board



Britt W. Hanson, Chief Civil
Deputy County Attorney

VC9	1	Sierra Vista - Central (MEGA VOTE CENTER)	Methodist Church	27 SV Buffalo Str 28 SV Busby 32 SV Country Club 40 SV Town & Cntry 43 SV Yaqui	Same 4.1 Same 3.2 2.1	1184 854 1336 908 1052 5399	2932 2002 2421 2081 2192 11628	1748 1148 1085 1173 1135 6289	587 305 421 405 513 7231	956 522 650 640 720 3488	3837	Known voting location; previously housed two precincts may attract many more voters b/c of familiarity	26 + 2 CSRep	1	2 Insp, 2 Marshalls, 8 Judges & 14 Clerks	8	8	16	3
VC10	1 & 2	Sierra Vista - Southeast	Mtn Vista Baptist Church 5699 Mission Road	14 Gtr San Pedro 35 Mission 37 SV Ramsey	3.2 1.1 4.2	811 845 700 2356	1801 2009 1502 5312	990 1164 802 2956	372 451 295 1118	562 723 500 1785	1964		15 + 1 CSRep	1	Insp, Marshall, 4 Judges & 9 Clerks	4	4	8	2
VC11	1	Palominas	Palominas Fire Training Ctr	15 Hereford 19 Palominas	Same 4.5	965 649 1614	1889 1424 3313	924 775 1699	328 294 622	522 442 964	1060		10 + 1 CSRep	1	Insp, Marshall, 2 Judges & 6 Clerks	2	2	4	1
RURAL VOTE CENTERS																			
VC12	3	Bowie & San Simon	Bowie Unified School District Office	7 Bowie 23 San Simon	Same 16	131 110 241	321 238 559	190 128 318	63 51 114	99 98 197	217		6 + 1 CSRep	Rover 1	Insp, Marshall, 2 Judges, 2 Clerks	1	1	2	2
VC13	3	Cochise Stronghold & Sunizona	Sunsites Community Center	8 Cochise Strghld 25 Sunizona	Same 1.0	869 263 1132	1696 544 2240	827 281 1108	313 121 494	496 177 673	740		8 + 1 CSRep	Rover 1	Insp, Marshall, 2 Judges, 4 Clerks	2	2	3	2
VC14	2	McNeal	Valley Bible Church	17 McNeal	Same	435	975	540	212	301	331		6 + 1 CSRep	Support from Bisbee	Insp, Marshall, 2 Judges, 2 Clerks	1	1	2	1
VC15	2	Webb	Elfrida Fire Station #1 10293 N CENTRAL HIGHWAY	45 Webb	1.2	260	654	394	138	242	266		6 + 1 CSRep	Support from Bisbee	Insp, Marshall, 2 Judges, 2 Clerks	1	1	2	1
VC16	2	Portal	Portal Library 2393 S ROCK HOUSE RD	22 Portal	0.25	174	296	122	55	85	94		6 + 1 CSRep	Discuss	Insp, Marshall, 2 Judges, 2 Clerks	1	1	2	1
VC17	3	St. David	St. David School	24 St David	Same	1057	1930	873	348	555	611		6 + 1 CSRep	Rover 1	Insp, Marshall, 2 Judges, 2 Clerks	2	2	2	1
VC18	3	Meacal / J-Six	Peace in the Valley Church	02 BE J-Six	Same	1012	1859	847	280	499	549		6 + 1 CSRep	Rover 1	Insp, Marshall, 2 Judges, 2 Clerks	1	1	2	1
														Equipment Totals		56	56	108	32
														* Additional +/- 10% as Extras		6	6	12	4
														Total Equipment Ordered:		53	53	120	36
														238 people		-9			

\$ (1,405.00) each
\$ 12,645.00 + additional rosters, as needed (\$255 each)

* Distribution of Extra Equipment:	
Benson/Wilcox TS	2 Tablet pgs
SV TS	4 Express Votes
Rover	2 Express Votes
Call Center	2 Express Votes
	12 Express Votes
	1 DS200
	1 DS200
	1 DS200
	5 DS200s

COCHISE COUNTY 2016 ELECTION - Vote Centers		
Vote Ctr #	Vote Center Area	Vote Center Location
VC1	Douglas	Douglas Visitor Center 345 E 16TH ST
VC2	Bisbee	First Baptist Church of Bisbee 1173 State Hwy 92
VC3	Tombstone	American Legion Hall 225 E Allen St
VC4	Willcox	Willcox Community Center 312 W STEWART ST
VC5	Benson	Benson High School Board Room 360 S PATAGONIA ST
VC6	Huachuca City / Whetstone	Huachuca City Community Ctr. 201 Yuma St
VC7	Sierra Vista - West	Saint Andrews Kino Hall 800 Taylor Drive, NW
VC8	Sierra Vista - East (MEGA VOTE CENTER)	Shiloh Christian Ministries 1519 Avenida de Sol
VC9	Sierra Vista - Central (MEGA VOTE CENTER)	Methodist Church 3225 S St. Andrews Dr.
VC10	Sierra Vista - Southeast	Mtn Vista Baptist Church 5499 S Moson Road
VC11	Palominas	Palominas Fire Training Ctr. 9222 S Kings Ranch Rd
Rural Vote Centers		
VC12	Bowie & San Simon	Bowie Unified School District Office 315 W 5th St
VC13	Cochise Stronghold & Sunizona	Sunsites Community Center 1216 Treasure Rd
VC14	McNeal	Valley Bible Church 4188 Double Adobe Rd
VC15	Webb	Elfrida Fire Station #1 10293 N CENTRAL HIGHWAY
VC16	Portal	Portal Library 2393 S ROCK HOUSE RD
VC17	St. David	St. David School 70 E Patton St
VC18	Mescal / J-Six	Peace in the Valley Church 551 S J-Six Rd

Find all the information you need re: Vote Centers at --
<https://www.cochise.az.gov/elections-special-districts/home>

COCHISE COUNTY ELECTIONS FACILITY USE AGREEMENT

Election Dates (*Elections are ALWAYS on a Tuesday*):

Tuesday, March 22, 2016 – Presidential Preference Election

Tuesday, August 30, 2016 – Primary Election

Tuesday, November 8, 2016 – General Election

Date Issued: 9/29/15

RECEIVED OCT 26 2015

VOTE CENTER NAME & NUMBER: VOTE CENTER 10- S.V. SOUTHEAST
FACILITY NAME: MOUNTAIN VISTA BAPTIST CHURCH
NAME OF ROOM ELECTION TO BE HELD IN (*as known to the public*): _____
FACILITY ADDRESS: 5499 S. MOSOG RD. SUMMIT VISTA, AZ 85650
MAILING ADDRESS: Same
PHONE NUMBER: 520-266-2764 FAX NUMBER: N/A E-MAIL: N/A
FACILITY CONTACT PERSON: Pastor Neal Holmes CELL #: 520-227-1632

Cochise County will provide proof of liability insurance for your facility.

Permission is hereby granted to Cochise County Elections for access and use of our facility as a Vote Center as follows:

PRINTED NAME/TITLE OF AUTHORIZED AGENT: Pastor Neal Holmes
Please Print Name & Title

AUTHORIZATION FOR USE OF FACILITY AS A VOTE CENTER: Neal Holmes 10-21-15
Authorized Signature & Date

AUTHORIZATION FOR USE FOR POLL WORKER TRAINING (1 DAY): Neal Holmes 10-21-15
Authorized Signature & Date

Please indicate if you have the following available for use by Elections:

- Six foot tables # 10
- Chairs # 50+
- Restroom facilities for Election Board use only? Yes/No Available to voters? Yes/No Yes
- Telephone available to Election Board for *outgoing local calls*? Yes/No No
 - If yes, phone # _____ Location of phone _____

Access/Use of Facility:

- **Training Date:** Not more than 45 days prior to each of the three 2016 election dates, Elections staff will work with you to establish a mutually convenient date to conduct poll worker training at your facility. Duration of training is 4 hours, plus set up and tear down time. NH (Please Initial)
- **Equipment Delivery:** Facility will be available for delivery of elections equipment and supplies Monday through Friday the week preceding the date of the election between the hours of 8a.m. – 5p.m. *The date and time of delivery will be confirmed with you prior to the election.* NH (Please Initial)
- **Security:** Equipment and supplies will be secured at the facility by the delivery driver and will remain secured until control of these items is turned over to the Inspector during setup (day prior to election). NH (Please Initial)
- **Set Up:** Facility will be available for Election Board setup on **Monday prior to the election date from noon to 7:00 p.m.** NH (Please Initial)
- **Security:** Facility managers will ensure that the facility, and the room where the election is to be held, will remain secured following setup by the Election Board. NH (Please Initial)

- **Election Day Access:** Facility will be available for full right of entry and use by Election Board from 5:00 a.m. until 9:00 p.m. on Election Day NH (Please Initial)
- **Equipment Pick Up:** Drivers will pick up any remaining elections equipment and supplies within 3 business days following the election between the hours of 8a.m. – 5p.m. NH (Please Initial)

Access to Facility will be provided by: _____ (Please Initial ONE of the below)

_____ Keys provided for entry

NH Staff person onsite at specified entry & closing times to open & lock facility

Reminder: Election Board must have access on Election Day no later than 5:00 a.m.; Closing Times are estimated.

Signs & Electioneering:

Pursuant to Arizona Revised Statutes (ARS), §16-411 (H), with which we must comply, the facility’s authorized agent signing this agreement understands and agrees that on Election Day, the facility will permit signs or allow private persons to conduct election related activities (electioneering) outside of the 75-foot perimeter to the entrance of the Vote Center (ARS § 16-515) and that such activity will be controlled in accordance with the law by the Marshall of the Elections Board under direction from the Elections Office. The authorized agent further agrees that such signs and activities on Facility property will be allowed on an impartial and nondiscriminatory basis. Elections will provide a sign for posting indicating that the facility does not endorse any specific candidate or position on an election matter.

Neal Holme
Authorized Signature

Vote Center Acquisition:

The authorized agent understands that the acquisition of a facility for use as a Vote Center is a significant undertaking by the Elections Staff and requires Board of Supervisor approval. In addition, staff must ascertain that the facility is ADA compliant, has sufficient wireless capability, has ample parking (including handicap access), room for voters to move through the voting process, etc. All of the above has been accomplished and the signature of the authorized agent indicates an understanding of the extreme hardship that would be placed on Elections Staff and voters alike if the Facility revokes their permission for use after signing this agreement and agrees not to revoke permission except in emergency situations (i.e., facility becomes unusable due to fire, flood or other damage, etc.)

Neal Holme
Authorized Signature

Payment, Donation or Waiver:

Cochise County Elections has a small budget to pay for use of **privately owned facilities**, if required (such as a church, recreation center, clubhouse, etc.). Please indicate if you will require payment or donation for the use of your facility, or if you wish to WAIVE a facility use fee as a community service?

Facility Use Fee/Donation (per election): \$ 75.00 Waive Facility Use Fee: _____ (Please Initial)

We greatly appreciate your cooperation and civic-minded spirit in allowing use of your facility to facilitate voting in Cochise County. Please do not hesitate to contact us if you have any questions or concerns, now or in the future.

Cochise County Elections Team

Katie A. Howard 520-432-8975
khoward@cochise.az.gov

Martha L. Rodriquez 520-432-8972
mrodriquez@cochise.az.gov

1415 Melody Lane, Bldg A, Bisbee AZ 85603

Regular Board of Supervisors Meeting**Elections and Special Districts****Meeting Date:** 07/12/2016

Approve Poll Workers for the 2016 Primary & General Elections

Submitted By: Katie Howard, Elections & Special Districts**Department:** Elections & Special Districts**Presentation:** No A/V Presentation **Recommendation:** Approve**Document Signatures:** BOS Signature **# of ORIGINALS** 0
NOT Required **Submitted for Signature:****NAME of PRESENTER:** N/A **TITLE of PRESENTER:** N/A**Docket Number (If applicable):****Mandated Function?:** Federal or State Mandate **Source of Mandate or Basis for Support?:** A.R.S. 16-531**Information****Agenda Item Text:**

Approve Poll Workers for the 2016 Primary and General Elections as indicated on the attached list and authorize the Elections Director to make substitutions as necessary prior to each election, to ensure that all Vote Centers are staffed adequately with trained election poll workers.

Background:

A.R.S. 16-531 requires the approval of poll workers prior to the election. The Elections Department has made a concerted effort to provide continuity across elections during the 2016 election cycle by maintaining the same election poll workers from election to election, making adjustments only when necessary. Examples of when a substitution may be necessary are those instances where a poll worker is not available for a specific election, or a poll worker is not effective in the role assigned, or a dispute arises among a group of poll workers, or where fewer poll workers are needed for a board for a specific election. Another instance in which a situation may call for a substitution is where a poll worker received training and worked one election, but is replaced by another worker who did not have an opportunity to work the first election. Cross-training is imperative. It is important to maintain a flexible, trained pool of poll workers to call on in the event that a Special election is called.

Department's Next Steps (if approved):

Move forward with the training of the Poll Workers on the attached list; substitute as necessary, based on special circumstances.

Impact of NOT Approving/Alternatives:

Poll workers not approved by the Board will be replaced.

To BOS Staff: Document Disposition/Follow-Up:

No documents to dispose of; please advise staff of outcome of this item.

Attachments

No file(s) attached.

Regular Board of Supervisors Meeting

Meeting Date: 07/12/2016

Demands

Submitted By: Arlethe Rios, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Document Signatures:

Recommendation:

of ORIGINALS

Submitted for Signature:

NAME n/a

TITLE n/a

of PRESENTER:

of PRESENTER:

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve demands and budget amendments for operating transfers.

Background:

Auditor-General's requirement for Board of Supervisors to approve.

Department's Next Steps (if approved):

Return to Finance after BOS approval.

Impact of NOT Approving/Alternatives:

Board of Supervisors will not be in compliance with State law.

To BOS Staff: Document Disposition/Follow-Up:

Return to Finance after BOS approval.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

No file(s) attached.

Regular Board of Supervisors Meeting

Meeting Date: 07/12/2016
 SEAGO-Area Agency on Aging Contract # 107-17
Submitted By: Ray Falkenberg, Health & Social Services
Department: Health & Social Services
Presentation: No A/V Presentation
Document Signatures: BOS Signature NOT Required

Recommendation: Approve
of ORIGINALS Submitted for Signature: 0

NAME of PRESENTER: Bel Elsouhag

TITLE of PRESENTER: Deputy Public Fiduciary

Mandated Function?: Not Mandated

Source of Mandate or Basis for Support?:

You will use this Agenda Item template if your item involves a Grant (whether a new or renewal grant). You also must attach the Grant Approval Form to the item before Finance will approve it. Select the SPECIAL LINKS on your left-hand menu and Click on "Grant Approval Form". Then complete the form, save it and attach it to your item (on the Attachments tab).

Information

Agenda Item Text:

Approve renewal of South Eastern Arizona Government Organization (SEAGO)-Area Agency on Aging Grant for fiscal year 16-17, Contract # 107-17 for Case Management and Family Caregiver Services between the SEAGO and Cochise Health & Social Services in the amount of \$232,028 for the period of July 1, 2016 through June 30, 2017.

Background:

Cochise Health and Social Services (CHSS) through its Area Agency on Aging (AAA) Program provides Case Management and Family Caregiver Services. The Family Caregiver Services include Caregiver Case Management, Outreach and Caregiver Training to Cochise County residents, generally restricted to older individuals aged 60 or older per SEAGO Service Specifications. The FY16-17 award is for \$232,028. SEAGO funding was reduced by approximately \$15,000 from previous fiscal year

Department's Next Steps (if approved):

Execute and return contract.

Impact of NOT Approving/Alternatives:

Closure of services for 432 county residents and termination of 288 outreach clients. Closure of case management service would contribute to increased enrollment on ALTCS. As of 2013, the county's assessment per person enrolling on ALTCS was \$4,900.

To BOS Staff: Document Disposition/Follow-Up:

N/A -- department to execute and return agreement.

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:**
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1:

Fund Transfers

Fiscal Year: 2017

One-time Fixed Costs? (\$\$\$):

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$): 36902

Source of Funding?:

Fiscal Impact & Funding Sources (if known):

Attachments

- Agreement
- Grant Approval Form
- Exec Summary



SouthEastern Arizona Governments Organization
Area Agency on Aging, Region VI

SUBAWARD AGREEMENT

BETWEEN

THE SEAGO AREA AGENCY ON AGING (“SEAGO”)

AND

THE SERVICE AGENCY (THE “SUBRECIPIENT”) SET FORTH BELOW

The Subrecipient is a: ____ Non Profit Corporation, ___ For Profit Corporation or X Public Agency.

WHEREAS, SEAGO is duly authorized to execute and administer Subaward for the provision of direct services under the Area Plan on Aging, and

WHEREAS, SEAGO desires that the Subrecipient deliver services and the Subrecipient has agreed to deliver services pursuant to the terms and conditions contained herein, and

WHEREAS, this Subaward Agreement (hereinafter “Subaward”) shall consist of the Subaward Agreement General Provisions; the proposal and Service Delivery Plan submitted by the Subrecipient in response to the SEAGO Request for Proposals 2014-2015, and any subsequent amendments thereto; the Proposal Submittal Requirements for each service; the Service Specifications for each service; and any exhibits and/or documents referenced or included in the Solicitation. All of the above documents are hereby incorporated into this Subaward by reference as if fully set forth herein.

NOW THEREFORE, SEAGO and the Subrecipient agree to abide by all the terms and conditions set forth in this Subaward.

FOR AND ON BEHALF OF THE
SEAGO AREA AGENCY ON AGING

FOR AND ON BEHALF OF

Signature

Cochise Health & Social Services

Subrecipient

Randy Heiss, Executive Director

Mary Gomez, Director

Date

Signature

107-17

Subaward Identification No.

Date

ANNEX A

PROGRAM ADMINISTRATION SECTION

1.0 Authorized Signatory for Subrecipient:

1.1 Cochise Health & Social Services 86-6000398
 Subrecipient Name Federal Employer Identification No.

1415 Melody Lane Bldg A, Bisbee, AZ 85603 520-432-9400
 Address Phone Number

020126041-0000
 DUNS Number

1.2 Mary Gomez Director
 Name of Authorized Signatory Title

is the signatory to this Subaward on behalf of the Subrecipient and is responsible for the delivery of services during the term of this Subaward.

1.3 In the absence of the principal authorized signatory named above, Vicki Haviland
 Name
Public Fiduciary is authorized to sign this Subaward and any amendments thereto on behalf of
 Title
 the Subrecipient.

2.0 Notices:

2.1 The SEAGO AAA shall address all notices relative to this Subaward to the attention of:

Mary Gomez, Director
 Name and Title

1415 Melody Lane Bldg A, Bisbee, AZ 85603 520-432-9400
 Address Phone Number

2.2 The Subrecipient shall address all notices relative to this Subaward to the attention of:

Laura Villa, AAA Program Manager
 Name and Title

SEAGO Area Agency on Aging
 Division/Office

300 Collins Road, Bisbee, AZ 85603 (520) 432-2528
 Address Phone Number

3.0 Subaward Term:

This Subaward shall begin on July 1, 2016 and shall terminate on August 31, 2017 and may be renewed for additional years.

The Period of Performance for this Subaward shall begin on shall begin on July 1, 2016 and shall terminate on June 30, 2017.

4.0 Subaward Purpose:

X A. Older Americans Act:

Program Goal:

To provide the services specified in 5.3 to eligible older persons in accordance with the Older Americans Act of 1965, as amended. The target populations, problems and needs are identified and specified in the Area Agency on Aging Area Plan for services and the Area Plan amendments.

X B. Social Service Block Grants:

Program Goals:

- (1) Achieve or maintain economic self-support to prevent, reduce, or eliminate dependency.
- (2) Achieve or maintain self-sufficiency, including reduction or prevention of dependency.
- (3) Prevent or remedy neglect, abuse, or exploitation of children and adults unable to protect their own interests; or preserve, rehabilitate, or reunite families.
- (4) Prevent or reduce inappropriate institutional care by providing for community-based care or other forms of less intensive care.
- (5) Secure referral or admission for institutional care when other forms of care are not appropriate.

5.0 Subaward Services and Service Delivery:

5.1 Service Specifications:

Each service to be provided under this Subaward shall be delivered in accordance with the requirements indicated in the applicable Service Specifications. Subrecipient shall deliver the number of units of each service identified in Annex B.

SEAGO reserves the right to request further clarification of the service delivery plan at any time.

5.2 Lower Tier Subrecipients:

 A portion of the services to be provided under this Subaward shall be delivered by Lower Tier Subrecipients as identified in Section 5.5 of this Annex. Subrecipient understands and warrants no work shall be performed by a Lower Tier Subrecipient until the Lower Tier Subaward Agreement document has been reviewed by and approved in writing by the authorized Area Agency on Aging representative.

5.3 Subaward Services: (Check all services Subrecipient will deliver.)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Case Management | <input type="checkbox"/> Housekeeping | <input type="checkbox"/> Community Nursing |
| <input type="checkbox"/> Congregate Meals | <input type="checkbox"/> Personal Care | <input type="checkbox"/> Caregiver Adaptive Aid |
| <input type="checkbox"/> Home Delivered Meals | <input type="checkbox"/> Caregiver Home Repair | <input type="checkbox"/> Legal Assistance |
| <input type="checkbox"/> Transportation | <input type="checkbox"/> Home Nursing | <input type="checkbox"/> In-Home Respite |
| <input checked="" type="checkbox"/> Caregiver Outreach | <input checked="" type="checkbox"/> Caregiver Training | |

5.4 Eligibility Criteria, Intake Procedures, and Case Records:

5.4.1 Eligibility Criteria

Eligibility for each service is specified in SEAGO Service Specifications. Eligibility for in-home services shall be determined by Case Managers authorized by SEAGO. Eligibility is generally restricted to older individuals aged 60 or older, unless Social Services Block Grant funding allows for services to disabled individuals under age 60.

5.4.2 Intake Procedures

- A. Intake for Respite, Home Delivered Meals, Housekeeping, Personal Care, and Home Nursing shall be through the Subrecipient Case Management agency authorized by SEAGO.
- B. Subrecipients providing the services specified in "A" above may only serve clients who have been determined eligible by the Case Management agency.
- C. Case Management agencies shall comply with the intake procedures specified in the SEAGO AAA Program Instructions and the DES/DAAS Policy Manual.
- D. Subrecipients providing Congregate Meals, Legal Assistance, or Transportation services shall complete a SEAGO Application/Registration Form on every individual that is to receive any services and shall submit the original of this form to SEAGO.

5.4.3. Case Records

- A. Subrecipient shall maintain daily service records identifying the clients that receive services, the dates each client received services, and the units of service each client received by date.
- B. Individual client files shall be maintained on persons receiving In-Home Respite, Home Delivered Meals, Housekeeping, Personal Care, and Home Nursing and these files must include documentation of service planning by the Case Management agency.
- C. In-Home Respite, Housekeeping, Personal Care, and Home Nursing providers shall maintain individual client files, which shall include documentation specified in the "Area Agency on Aging Requirements" section of the Service Specifications.
- D. Case Management agencies shall maintain individual client files, which include the documentation specified in the SEAGO Program Instructions.

5.4.4 Project Income and Cost Sharing

The Subrecipient commits to not denying service to any client solely because that client refuses to make a donation.

The Subrecipient shall solicit voluntary donations from clients for services received.

The Subrecipient commits to inform clients of their share of the cost for lifespan respite. Payments made shall be voluntary/and failure to pay shall not be a reason to deny service.

5.5 List of Lower Tier Subrecipients:

The following service(s) to be provided under this Subaward shall be delivered by the Lower Tier Subrecipient(s) listed below:

Service(s)

Lower Tier Subrecipient

FACILITY LOCATION CHART

Contract Services shall be delivered only at the facilities and locations specified below and will be available during hours of operation indicated*.

NAME OF FACILITY, ADDRESS, PHONE AND FAX NO. WHERE SERVICE(S) WILL BE PROVIDED	CONTRACT SERVICE(S)	S U B	DAYS & HOURS OF OPERATION	GEOGRAPHIC COVERAGE
<p>COCHISE HEALTH & SOCIAL SERVICES 4 Ledge Ave, Third Floor P.O. Box 4279 BISBEE, AZ 85603 520-432-9669 Vicki Haviland 520-432-9680 AAA Main Line 520-432-9661 Elly Tyler 520-432-9683 Keturah McCleave Fax 520-432-9658</p> <p>126 W. 5TH ST SUITE 204 BENSON, AZ 85602 520-586-8190 Main Line 520-586-8191 Marla Tamez 520-586-8192 Gloria Acuna Fax 520-586-1503</p> <p>1012 N. G Avenue, Suite 101 DOUGLAS, AZ 85607 520-805-5631 Yolanda Thomas Fax 520-364-5453</p> <p>4001 E FOOTHILLS DRIVE SIERRA VISTA, AZ 85635 520-803-3950 Seana Riffle Fax 520-803-3952</p>	<ul style="list-style-type: none"> • Case Management • Caregiver Case Management • Caregiver Training • Caregiver Outreach 		<p>8:00AM-5:00PM MON-THU</p>	<p>Bisbee Elfrida McNeal Hereford Miracle Valley Palominas</p>
	<ul style="list-style-type: none"> • Case Management • Caregiver Case Management • Caregiver Training • Caregiver Outreach 		<p>7:00AM-4:30PM MON-THU</p>	<p>Benson Pomerene J-6/Mescal Saint David</p> <p>Kansas Settlement Willcox Dragoon Dos Cabezas Sunsites Sunizona Bowie Pearce San Simone Tombstone Whetstone</p>
	<ul style="list-style-type: none"> • Case Management • Caregiver Case Management • Caregiver Training • Caregiver Outreach 		<p>7:00AM-5:30PM MON-THU</p>	<p>Douglas</p>
	<ul style="list-style-type: none"> • Case Management • Caregiver Case Management • Caregiver Training • Caregiver Outreach 		<p>7AM-5:30PM TUE-FRI</p> <p>*CASE MANAGERS' SCHEDULES MAY VARY.</p>	<p>Sierra Vista Huachuca City</p>

The Contractor's Administrative office will not be open on the holidays marked below (darken box for applicable holiday):

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> New Year's Day | <input type="checkbox"/> Good Friday | <input type="checkbox"/> Yom Kippur | (Other Holidays) |
| <input checked="" type="checkbox"/> Martin Luther King Jr.'s Birthday | <input checked="" type="checkbox"/> Memorial Day | <input type="checkbox"/> Columbus Day | <input checked="" type="checkbox"/> Day after Thanksgiving |
| <input type="checkbox"/> Lincoln's Birthday | <input checked="" type="checkbox"/> Independence Day | <input checked="" type="checkbox"/> Veteran's Day | <input type="checkbox"/> |
| <input type="checkbox"/> Washington's Birthday | <input checked="" type="checkbox"/> Labor Day | <input checked="" type="checkbox"/> Thanksgiving Day | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> President's Day | <input type="checkbox"/> Rosh Hashanah | <input checked="" type="checkbox"/> Christmas Day | <input type="checkbox"/> |

The holidays indicated above apply only to the administrative office; services are provided 24 hours.

ANNEX B

COMPENSATION SECTION

1.0 METHOD OF COMPENSATION

The method of compensation governing this subaward shall be:

- Fixed Rate for SEAGO AAA state and federal funds for services identified in 2.1.
- Cost Reimbursement for SEAGO AAA state and federal funds for services identified in 2.2.

2.0 COMPENSATION

Upon timely receipt of required reporting documents, subject to availability of funds, SEAGO shall reimburse the Subrecipient on a monthly basis in accordance with Section 56, Payments of the Subaward Agreement General Provisions for actual, allowable costs incurred in the delivery of services (cost reimbursement), or units of service delivered (fixed rate) during the term of the subaward consistent with the approved Subaward Agreement Operating Budget contained herein.

2.1 Fixed Rate

SEAGO Area Agency on Aging

Subaward Operating Budget for Period: July 1, 2016 to June 30, 2017

X X

Subrecipient: **Cochise County Health and Social Services/Public Fiduciary**

Subaward

#: 107-17 866000398

SERVICE	CMG-HCB	CMG-FCS/CM5	ADP-FCS/AD5
Deliverable Units	7799.09	951.19	0.00
Fixed Rate			
Unit Rate	\$ 47.00	\$ 47.00	\$ 89.00
Total Cost	\$ 366,557.00	\$ 44,706.00	\$ -
Funding Breakdown			
ALTCS	\$ -	\$ -	\$ -
Project Income	\$ 29.00	\$ -	\$ -
Non-Federal In-Kind	\$ 91,639.00	\$ 6,706.00	\$ -
Non-Federal Cash	\$ 87,945.00		\$ -
Other Federal	\$ -	\$ -	\$ -
Total Other Funding	\$ 179,613.00	\$ 6,706.00	\$ -
SEAGO Subaward	\$ 186,944.00	\$ 38,000.00	\$ -

2.2 Cost Reimbursement

SEAGO Area Agency on Aging				
Subaward Operating Budget for Period: July 1, 2016 to June 30, 2017				
		X	X	
Subrecipient:	Cochise County Health and Social Services/Public Fiduciary			
Subaward #:	107-17	866000398		
SERVICE	OTR-FCS		CGT-FCS	
Deliverable Units	4.00		4.00	
Cost Reimbursement				
Total Cost	\$	5,078.00	\$	3,668.00
Funding Breakdown				
ALTCS	\$	-	\$	-
Project Income	\$	-	\$	-
Non-Federal In-Kind	\$	965.00	\$	697.00
Non-Federal Cash	\$	-	\$	-
Other Federal	\$	-	\$	-
Total Other Funding	\$	965.00	\$	697.00
SEAGO Subaward	\$	4,113.00	\$	2,971.00

3.0 COMPENSATION REQUIREMENTS

Payment shall be subject to the following limitations and exceptions:

1. Title 45 CFR Part 75, Section 75.305 requires payment be made within 30 days after receipt of payment request.
2. **The Subrecipient shall bill all available third party payors including AHCCCS acute care providers, ALTCS, Medicare, or private insurance, before requesting any of the funds identified under 2.0 above. SEAGO AAA shall be the payor of last resort.**
3. Payment for services which are case managed shall only be made for units that are within authorization levels and time frames.

4. Failure to comply with reporting requirements specified under Section 4.0 below will result in immediate cessation of disbursement of funds by SEAGO AAA to the Subrecipient until the required reports are received.
5. Subrecipient agrees to adhere to the approved Subaward Agreement Operating Budget, contained in this Annex, within the tolerance levels set forth in Section 4, Amendments of the Subaward Agreement General Provisions.
6. A written amendment signed by both parties shall be required for Cost Reimbursement subawards whenever there is an increase or decrease in any budget category by 10% or greater.
7. During the subaward agreement, each revenue source will support expenses and the production of units of service in direct proportion to the actual reported receipts of each revenue source as a percentage of total reported revenue.
8. Payments may be limited to a monthly ceiling of 1/12th the service award amount in order to ensure availability of services throughout the subaward agreement.
9. Adjustments or corrections to monthly payment requests must be submitted within 30 days following the termination of this subaward. Subawards will be closed out based on timely submission of these adjustments.

4.0 REPORTING REQUIREMENTS

In accordance with Section 64, Reporting Requirements of the Subaward Agreement General Provisions, the Contractor shall submit to SEAGO AAA the following reports by the dates specified:

- Monthly Service Log by the 3rd working day of month following the month of service on a form provided by SEAGO AAA or in a format approved by SEAGO AAA. This service log shall identify units of service provided by month, by client, by service, and by site.
- Monthly Payment Request for Services Provided by the 15th of the month following the month of service.
- Quarterly Nutrition Education Report by the 15th day of July, October, January, and April of nutrition education sessions that were conducted during the preceding quarter, including sign-in sheets by the participants in those sessions. Use attached sample report or one in the same format (as applicable)
- Monthly programmatic reports by the 15th of the month for any of the following services (as applicable):
 - Family Caregiver Support Program, Caregiver Training
 - Family Caregiver Support Program, Caregiver Outreach
 - Legal Assistance

ANNEX C

SUPPLEMENTAL INFORMATION SECTION

1.0 A U.S. Department of Health and Human Services pass-through to Arizona Department of Economic Security Division of Adult and Aging Services pass-through to SEAGO makes federal funds available from the Older Americans Act Title III and VII and the Social Services Block Grant. The state FY16 federal amount to SEAGO is \$1,689,217.

Federal Award Number:	To be provided once available
Federal Award Date:	To be provided once available
Federal Award Description:	To be provided once available

1.1 The federal funds available for Subaward through SEAGO (\$1,555,571) are as follows:

\$308,769	Special Programs for the Aging, Title III, Part B, Supportive Services and Senior Centers, CFDA 93.044
\$290,397	Special Programs for the Aging, Title III, Part C1, Nutrition Services, CFDA 93.045
\$211,963	Special Programs for the Aging, Title III, Part C2, Nutrition Services, CFDA 93.045
\$524,711	Social Services Block Grant, CFDA 93.667
\$97,661	Nutrition Services Incentive Program, CFDA 93.053
\$122,069	National Family Caregiver Support, Title III, Part E, CFDA 93.052

1.2 This is not a Research and Development Subaward.

2.0 Indirect Cost Recovery:

- The indirect cost rate for the federal award is 0%. The Subrecipient has not requested to recover indirect costs in this Subaward.
- The indirect cost rate for the federal award is _____%

**SEAGO AREA AGENCY ON AGING
PAYMENT REQUEST FOR SERVICES PROVIDED UNDER COST REIMBURSEMENT**

NAME and PROVIDER ID:					REPORT FOR MONTH / YEAR OF:		
					<input type="checkbox"/> Original <input type="checkbox"/> Revised		
PREPARED BY:					DATE:		
Service	ADP FCS (AD6)	CTG FCS (CT6)	QTR FCS (IR6)	RPR FCS (RP6)			
UNITS OF SERVICE							
Units Delivered							
EXPENDITURES FOR THE MONTH BY LINE ITEM							
Personnel							
E.R.E.							
P. & O.							
Travel							
Space							
Equipment							
Materials & Supplies							
Operating Services							
Indirect Costs							
Total Expenditures	-	-	-	-			
REVENUE FOR THE MONTH BY FUND SOURCE							
ALTS\$							
Project Income							
Non-Federal In-Kind							
Non-Federal Cash							
Other Federal							
Total Non-SEAGO Revenue	\$ -	\$ -	\$ -	\$ -			
SEAGO AAA FUNDS	\$ -	\$ -	\$ -	\$ -			

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

NAME: _____
SIGNATURE: _____

TITLE:
DATE:

**SEAGO AREA AGENCY ON AGING
PAYMENT REQUEST FOR SERVICES PROVIDED UNDER FIXED RATE**

NAME and PROVIDER ID:				REPORT FOR MONTH / YEAR OF:			
				<input type="checkbox"/> Original <input type="checkbox"/> Revised			
PREPARED BY:				DATE:			
Service	CNG HCB	HDM HCB		LOL L&A		CMG HCB	CMG FCS (CM6)
UNITS OF SERVICE							
Units Delivered							
Unit Rate							
EXPENDITURES FOR THE MONTH BY LINE ITEM							
Personnel							
E.R.E.							
P. & O.							
Travel							
Space							
Equipment							
Materials & Supplies							
Operating Services							
Indirect Costs							
Total Expenditures	-	-		-		-	-
REVENUE FOR THE MONTH BY FUND SOURCE							
ALTS							
Project Income							
Non-Federal In-Kind							
Non-Federal Cash							
Other Federal							
Total Non-SEAGO Revenue	\$ -	\$ -		\$ -		\$ -	\$ -
SEAGO AAA FUNDS	\$ -	\$ -		\$ -		\$ -	\$ -

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

NAME: _____
SIGNATURE: _____

TITLE: _____
DATE: _____

COCHISE COUNTY GRANT APPROVAL FORM

Form Initiator: Belvet Elsouhag

Date Prepared: 06/22/16

Point of Contact: Belvet Elsouhag

Phone Number: 432-9668

Department: **Health & Social Services**

PRIMARY GRANT

Primary Grantor: Southeastern Arizona Government Association

CFDA: 93.044 93.052
www.CFDA.gov

Grant Title: SEAGO Area Agency on Aging

Grant Term From: 07/01/16

To: 06/30/16

Total Award Amount: 232,038.00

New Grant: Yes No

Grant No: Contract# 107-17

Amendment: Yes No

Amendment No:

GL Account No: 239

If new, Finance will assign a fund number.

Strategic Plan: **Health & Wellbeing**

District: **CW**

Mandated by Law Yes No

Number of Positions Funded: 6

Asset(s) Acquired:

None

Grantor's reimbursement mileage rate: 0.00

Health or pension reimbursement: 0.00

Other reimbursement:

Briefly describe the purpose of the grant:

SEAGO AAA grant provides information and assistance in accessing services that help older adults stay in their own homes and communities reducing/delaying ALTCS enrollment and institutionalization.

Executive Summary Form

Agenda Number: HLT

Recommendation:

Approve renewal of SEAGO-Area Agency on Aging Grant for FY16017, Contract # 107-17 for Case Management and Family Caregiver Services between the SEAGO and Cochise Health & Social Services in the amount of \$232,028 for the period of 7/1/16 – 6/30/17. This is a fixed-price grant.

Background (Brief):

Cochise Health and Social Services (CHSS) through its Area Agency on Aging (AAA) Program provides Case Management and Family Caregiver Services. The Family Caregiver Services include Caregiver Case Management, Outreach and Caregiver Training to Cochise County residents, generally restricted to older individuals aged 60 or older per SEAGO Service Specifications. The FY16-17 award is for \$232,028. SEAGO funding was reduced by approximately \$15,000 from previous fiscal year.

Fiscal Impact & Funding Sources:

(-) \$300,028 Budgeted Expenses

(+) \$232,028 SEAGO grant

(=) \$ 68,000 Budgeted GF County Contribution (*A reduction of \$20,000 from FY15/16 due to lower expenses.*)

Net County Subsidy is \$36,902, calculated as follows:

A-87 OH @ 14.07% \$36,902

Authorized OH -0-

Net County Subsidy \$36,902

Next Steps/Action Items/Follow-up: Your approvals are respectfully requested.

Impact of Not Approving: Closure of services for 432 county residents and termination of 288 outreach clients. Closure of case management service would contribute to increased enrollment on ALTCS. As of 2013, the county's assessment per person enrolling on ALTCS was \$4,900.

Consent 8.
Solid Waste

Regular Board of Supervisors Meeting

Meeting Date: 07/12/2016

Approve Contract with Cornerstone for design and construction plans for Cell 4 of the Western Regional Landfill

Submitted By: Karen Riggs, Community Development

Department: Solid Waste

Presentation: No A/V Presentation

Recommendation: Approve

Document Signatures: BOS Signature Required

of ORIGINALS Submitted for Signature: 2

NAME of PRESENTER: Karen Riggs

TITLE of PRESENTER: Community Development Administrator

Mandated Function?: Not Mandated

Source of Mandate or Basis for Support?:

Docket Number (if applicable):

Information

Agenda Item Text:

Approve the contract with Cornerstone for design and construction plan preparation for Cell 4 of the Western Regional Landfill in the amount of \$52,600.

Background:

Solid Waste solicited proposals for professional services for design, permitting, cost estimates and construction oversight and as-builts for Cell 4 of the Western Regional Landfill. We are currently completing Cell 3 (of 12 permitted) and will need to begin construction on Cell 4 in the Spring of 2017. Cornerstone's was the most responsive proposal. They have a positive history with Solid Waste and a very good understanding of our system, its permit requirements and our operating environment. The contract would allow Cornerstone to proceed with final design and cost estimate so we can meet the required timeline of bidding and awarding a construction contract by Spring 2017 and have construction complete before summer rains.

Approximately \$1.49 million of the estimated \$2.1 million cost has been set aside by Solid Waste.

Department's Next Steps (if approved):

The department will give notice to proceed to Cornerstone as provide assistance/information as needed throughout the process.

Impact of NOT Approving/Alternatives:

Solid Waste will not be able to move ahead in a timely manner with the next cell development and the landfill could run out of space. We are contractually required to accept our members solid waste.

To BOS Staff: Document Disposition/Follow-Up:

Record the contracts and return one copy to Solid Waste please.

Budget Information

Information about available funds

Budgeted: **Funds Available:** **Amount Available:** 52,600
Unbudgeted: **Funds NOT Available:** **Amendment:**

Account Code(s) for Available Funds

1: 504-7000-7300-421.600

Fund Transfers

Fiscal Year: 2017

One-time Fixed Costs? (\$\$\$): 52,600

Ongoing Costs? (\$\$\$):

County Match Required? (\$\$\$):

A-87 Overhead Amt? (Co. Cost Allocation \$\$\$):

Source of Funding?: SW development fund & 1/2 cent

Fiscal Impact & Funding Sources (if known):

Attachments

Proposal





17 West Wetmore Drive, Suite 310, Tucson, AZ 85705
T 520.888.4800 | F 520.888.4804 | W www.cornerstoneeg.com

March 17, 2016

Mr. Terry Hudson
Procurement Director
Cochise County Procurement Department
1415 Melody Lane, Building C
Bisbee, Arizona 85603

Re: Western Regional Landfill – Request for Proposal

Dear Mr. Hudson:

Cornerstone Environmental Group, LLC (Cornerstone) is pleased to provide Cochise County (County) with this proposal to provide cost estimates for the four landfill renovation tasks described in the Request for Proposal dated February 2, 2016 for the Western Regional Landfill (WRLF).

The following sections outline the proposed tasks to provide these services to Cochise County:

Project Scope

Task 1 – Estimate to Renovate/Upgrade Leachate Collection and Recovery System

Under this task, Cornerstone will travel to WRLF to inspect and assess the existing leachate collection and pumping/piping system. Based on this assessment, Cornerstone will provide a cost estimate for repairing/replacing system components and developing an Operations and Maintenance (O&M) Manual for the system. In addition, the cost estimate will include a proposed cost for contracting with the County to perform the O&M on the leachate system for a period of five years.

Based on Cornerstone's experience with leachate management at landfills throughout Arizona, we believe that it is likely that a simpler system would provide sufficient leachate management for the WRLF at a much lower cost than rehabilitating the existing system. Therefore, our cost estimate will include an optional line item for the costs to install and maintain a system more similar to those used throughout Arizona.

Task 2 –Type III Change Request – Alternative Daily Cover

Under this task, Cornerstone will prepare and submit a Type III Change Request to the Arizona Department of Environmental Quality (ADEQ) for several additional alternative daily cover (ADC) materials to be used at the WRLF. We propose to discuss possible ADC's with WRLF staff and choose several materials which are commonly permitted and used in similar Arizona landfills. This is a routine task for Cornerstone as we have obtained approval for several Type III changes for WRLF previously and routinely do this for other Arizona landfills as well. This estimate includes costs to prepare a change request letter for submittal to ADEQ along with the comprehensive application and a \$750 initial review fee (if the initial fee is expended by ADEQ, an additional review fee could be charged depending on the complexity of the review and cannot be determined at this point. However, it is likely that the review fees would be limited to the initial fee assessed). This also includes revising the relevant portions of the Solid Waste Facility Plan (SWFP) (in the body of the text as well as in any relevant appendices). A draft of the letter will be submitted to WRLF for review prior to submitting to ADEQ. Cornerstone will address comments from ADEQ as necessary to obtain approval. Based on previous experience with similar Type III change requests submitted to ADEQ, we anticipate that the revisions to address ADEQ comments will be minor clarifications and will require one resubmittal to ADEQ.

Task 3 - Cell 4 Design and Construction Cost Comparison for Cell 4A and 4 A+B

As part of this task, Cornerstone will provide a side-by-side cost comparison of the projects described in Tasks 3A and 3B below. Cornerstone has previously developed a conceptual design for Cell 4 as part of our prior project for Cell 3B. We assume that this conceptual design will be reviewed with the current WRLF staff and minor changes will be incorporated in response to County comments to be used in further development of cost estimates for final design and construction of Cell 4. In addition to the cost comparison, Cornerstone will provide a list of pros and cons regarding the full build-out versus the 50 percent build-out.

Task 3A - Cost Estimate for design and construction of Cell 4A

In Task 3A, Cornerstone will prepare a cost estimate for the design and construction of the 50 percent build-out of Cell 4 (Cell 4A). The estimate will include costs for developing Cell 4A construction plans, preparing technical specifications, excavation costs, liner materials, testing, and installation costs, and construction quality assurance (CQA) costs. In addition to the cost estimate, a Unit Rate table will be provided showing staff category and hourly rates for personnel expected to be involved in the design of this project.

Task 3B – Cost Estimate for design and construction of Cell 4A+B

In Task 3B, Cornerstone will prepare a cost estimate for the design and construction of the 100 percent build-out of Cell 4. The estimate will include costs for designing Cell 4 construction plans, preparing technical specifications, excavation costs, liner materials, testing, and installation costs, and CQA costs. In addition to the cost estimate, a Unit Rate table will be provided showing staff category and hourly rates for personnel expected to be involved in the design of this project.

Task 4 – Final Cell Design and CQA

In Task 4, Cornerstone will develop the design of the 50 or 100 percent expansion of Cell 4, as determined by the County. Cornerstone will utilize the as-built drawings from the Cell 3B expansion, as well as a current survey of the expansion area to develop a construction level set of drawings that may be used to construct the desired portion of Cell 4. The cell will be designed as an expansion of Cell 3B and will include liner and leachate system details as well as stormwater controls. An access ramp will be incorporated into the design. The cell liner will tie directly into the liner of the adjacent Cell 3B, which is located south of the proposed Cell 4 area.

Cell 4 will have one lined slope, on the western edge, as well as liner on the floor area. The leachate collection and recovery system (LCRS) will not tie into the Cell 3B LCRS, as there is a berm and a change of slope at the boundary of Cell 3B and Cell 4; therefore, a new sump will be designed and incorporated into Cell 4. Stormwater management features will be designed to manage non-leachate stormwater from the Cell 4 area originating below the surrounding natural grades. Cornerstone will coordinate with WRLF to develop the design basis to be used to size the stormwater retention basins.

In addition to the construction drawings, Cornerstone will develop a set of technical specifications to be used in conjunction with the construction drawings for use in selecting a contractor and conducting the construction of either the full Cell 4 or the reduced size Cell 4A. Cornerstone proposes to update the technical specifications prepared by Cornerstone, which were used in the construction of Cell 3B. The specifications will be updated to incorporate the revised liner system which was approved by ADEQ in 2015. It is also anticipated that this update will consider incorporation of exceptions, revisions, and clarifications to previous specifications developed for the site which were encountered during bidding, negotiation, and construction of the previous cell.

Cornerstone will develop construction plans for the selected project in sufficient detail and description to enable qualified contractors to perform the necessary work. The plans will thoroughly describe the necessary elements of the work to be performed, including the necessary survey control, line and grade, development areas, stockpile areas, liner layouts,

and LCRS according to the approved SWFP. These plans will be suitable for bidding and will also thoroughly describe the work deemed necessary by Cornerstone and WRLF.

In addition to preparing construction documents for the project, Cornerstone will assist the County during bidding and contractor selection portions of the project and perform CQA services during construction of the cell. Cornerstone proposes to have a CQA monitor on site on a periodic basis to observe excavation activities and fill placement until the excavation approaches design base grades. Once the excavation is completed, the CQA monitor will be on site full time to observe the subgrade preparation and confirm soil density via proof-rolling. The full time CQA monitor will observe, monitor and document the deployment of geosynthetic liner materials and leachate pipe. In addition, the CQA monitor or CQA officer will perform Project Management tasks, such as reviewing and approving submittals, coordinating with the geotechnical and geosynthetics testing firms, and leading scheduled meetings and special meetings. The final Construction Certification Report will be prepared under this task as well. This Construction Certification Report would include record drawings depicting the construction work. It is assumed that the surveying for these record drawings will be provided by the contractor's surveyor as part of the construction contract.

Since the scope of the construction work has not been fully defined at this time, nor is there a contractor selected to provide an estimated construction schedule for excavation or geosynthetics installation, the incurred cost for this task cannot be identified at this time. In addition, one of the primary deliverables of Task 3, as described above, will be a more defined cost estimate for the final design, bid assistance, and CQA for the selected configuration of Cell 4. However, for budgetary purposes, we have included an estimated cost for this task of \$52,600 based on typical cost for a landfill expansion design and an assumed duration of liner installation of four weeks. Pending the selection of one of the preceding tasks, Cornerstone will develop a detailed scope of work and budget for this task, based on the Contractor's proposed work schedule and will request a contract change if there are material differences between the detailed budget for this task and the current budgetary estimate. We propose to conduct this work on a time and materials (T&M) basis, invoicing the County for actual time and expenses as outlined on the attached schedule of charges.

Budget

Cornerstone has developed a project budget as shown on the attached Table 1, based on our experience with the site and the scope of work proposed. We propose to perform the work for Tasks 1 through 4 on a T&M basis based on the unit rates shown on the attached Table 2.

We propose to invoice expenses as reimbursables based on actual incurred costs plus a five percent markup to cover administrative costs associated with procuring these items. Reimbursables for this project would include:

- Mileage for meetings or site visits (billed at Internal Revenue Service [IRS] standard rates); and
- Reproduction charges for large format drawing copies by outside vendors.

The estimated cost and proposed scope of work are based on information available to Cornerstone at this time. If conditions change, unforeseen circumstances are encountered, or work efforts are redirected, the cost estimate may require modification.

Schedule

Cornerstone is prepared to begin work on this project immediately upon notice to proceed from County. This proposal is valid for 60 days.

Terms and Conditions/Approval

We appreciate the opportunity to present this proposal for your review and approval. If this proposal is acceptable, please provide us with a copy of your contract form for this project for our signature, or if preferred, extend the contract language used in our previous contract for Cell 3B liner construction. Do not hesitate to contact us if you have any questions or comments or require additional information. We look forward to providing the County with these services.

If you have any questions or need additional information, please do not hesitate to call or e-mail.

Sincerely,

Cornerstone Environmental Group, LLC



Garth R. Bowers, P.E.
Senior Operations Director



Carl Bueter, P.E.
Project Manager

Enclosure: Table 1 - Project Task Budget
2016 Schedule of Staff Category and Rates/Hour
Attachment 1 - Signed Proposal Submittal Form

cc: proposal file

Table 1 - Project Task Budget

**Cell 4 Design and CQA for
Cochise County Western Regional Landfill**

Task	Total Task Cost (\$)
1 - Leachate System Assessment	4,200
1A - Leachate System Alternative	540
2 - Type III Change Request for ADC	2,125
3A - Cell 4A Cost Estimate	2,130
3B - Cell 4 A+B Cost Estimate	1,700
4 - Cell 4 Design and CQA	52,600
Total	\$ 63,295



100 Crystal Run Road, Suite 101, Middletown, NY 10941
Phone: 845-695-0200 – Fax: 845-692-5894

2016 SCHEDULE OF CHARGES

PERSONNEL CHARGES

<u>Professional</u>	<u>Rate Per Hour</u>
Senior Project Manager/Technical Review	\$ 115 - 225/hr
Senior Project Staff/Project Manager	\$ 80 - 145/hr
Project Staff	\$ 50 - 125/hr

<u>Technical</u>	
CAD Operator/Designer	\$ 70 - 130/hr
Field Technician/Field Manager	\$ 45 - 125/hr

<u>Support Services</u>	
Administrative	\$ 45 - 75/hr

Depositions and expert witness testimony, including preparation time, will be charged at 150% - 200% of the above rates.

Travel time will be charged in accordance with the above rates, up to a maximum of 8 hours per day.

OUTSIDE SERVICES

Charges for special outside services, equipment, and facilities not furnished directly by Cornerstone will be billed at cost plus 15%.

COMMUNICATIONS

The cost of communications including telephone charges, facsimile, postage and routine copying costs will be charged at a flat rate of 3% of total gross labor charges.

DIRECT CHARGES

Reproduction (letter & legal) - black and white, per sheet	\$ 0.10
Reproduction (letter & legal) - color, per sheet	\$ 1.25
CAD Plots/Reproduction – black and white, per square foot	\$ 0.35
CAD Laser Plots - color, per square foot.....	\$ 2.00
CAD Laser Plots – black and white, Vellum, per square foot	\$ 2.00
CAD Laser Plots – black and white, Mylar, per square foot	\$ 4.00
Auto per mile	Current government rate
Pickup truck per day	\$ 125.00

Rate Changes
Rates are subject to maximum 3% increase per year.

Payment
Monthly invoices are to be paid within 30 days from invoice date. Interest on late payments will be charged at a rate of 18% per annum.

ATTACHMENT A
PROPOSAL SUBMITTAL

Task One (1): Estimate for necessary renovation/upgrading of the existing leachate collection and pumping system.

 \$4,740 , unit price including any applicable taxes.

Task Two (2): Develop type III change request for alternative daily covers (ADC's)

 \$2,125 , unit price including any applicable taxes.

Task Three (3): Design and construction cost estimates for CCWRL cell 4

 \$2,130 , unit price for option cell 4A, 50% expansion of cell 4, including any applicable taxes.

 \$1,700 , unit price for option cell 4B, 100% expansion of cell 4, including any applicable taxes.

Task Four (4): Final cell design, needed construction observation/testing, as bulit drawings, construction certificate report.

 \$52,600 , unit price including any applicable taxes.

For clarification of this offer contact:

Cornerstone Environmental Group, LLC
Name of Firm

Carl Bueter, P.E.
Name (print)

17 West Wetmore Drive, Suite 310
Mailing Address

Project Manager
Title

Tucson, AZ 85705
City, State and Zip Code

Signature of Person Authorized to Sign Offer:

(630) 633-5816
Phone Number


Signature

carl.bueter@cornerstoneeg.com
E-mail

Garth Bowers, P.E.
Printed Name

Regular Board of Supervisors Meeting

Workforce Development

Meeting Date: 07/12/2016

WIB Amendment #5 to Title IB Adult, Youth, and Dislocated Worker contract DI16-002121

Submitted By: Rebecca Reynolds, Board of Supervisors

Department: Board of Supervisors

Presentation: No A/V Presentation

Recommendation:

Document Signatures:

of ORIGINALS

Submitted for Signature:

NAME na

TITLE na

of PRESENTER:

of PRESENTER:

Mandated Function?:

**Source of Mandate
or Basis for Support?:**

Information

Agenda Item Text:

Approve Amendment #5 to Title IB Adult, Youth, and Dislocated Worker contract DI16-002121 between Cochise County and the Arizona Department of Economic Security for the Workforce Innovation and Opportunity Act (WIOA) Service Delivery Area from April 1, 2015 to June 30, 2018.

Background:

Programs through the Department of Labor contracts and funds come from the DOL to the State. Cochise Private Industry Council, Inc. (CPIC) works with Adult, Youth, and Dislocated Worker training programs in Cochise, Graham, and Greenlee Counties. CPIC is reimbursed for their allowable expense through DOL and the State. This Intergovernmental Agreement is for the term of April 1, 2015 to June 30, 2018.

Fiscal Impact/Funding Sources: The contract reimbursement maximum for all services provided during the term of the contract and/or for the term specified above shall be \$4,971,424. Cochise County acts as a pass through; there is no fiscal impact to Cochise County.

Department's Next Steps (if approved):

Review and sign the four copies of the Intergovernmental Agreement so that once expenses have been submitted to the State for reimbursement, the State WIA funds (only up to the contract limit) can be wired to Cochise County and passed to Cochise Private Industry Council, Inc. in order to cover expenses.

Impact of NOT Approving/Alternatives:

Funds would not be available for the program.

To BOS Staff: Document Disposition/Follow-Up:

The documents should be mailed to: Cochise County Workforce Development Inc., 900 Carmelita Drive, Sierra Vista, AZ 85635, Attn: Michelle Huff. Request a fully executed original to be returned to the Board office.

Budget Information

Information about available funds

Budgeted:

Funds Available:

Amount Available:

Unbudgeted:

Funds NOT Available:

Amendment:

Account Code(s) for Available Funds

1:

Fund Transfers

Attachments

Amendment 5



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

Intergovernmental Agreement

CONTRACT AMENDMENT

1. CONTRACTOR (Name and address) Cochise County Board of Supervisors 1415 W Melody Lane Bisbee, AZ 85603	2. CONTRACT ID NUMBER DI16-002121
	3. AMENDMENT NUMBER 5

4. THE PARTIES AGREE TO THE FOLLOWING AMENDMENT

Pursuant to Section 6.0 Manner of Financing, Paragraph 6.2 the purpose of this amendment is to increase fund balances for the following Program Year (PY) and Fiscal Year (FY):

PY	2016	AD Admin	\$6,041
PY	2016	YT Admin	\$46,615
PY	2016	DW Admin	\$15,059
FY	2017	AD Admin	\$41,402
FY	2017	DW Admin	\$80,242
PY	2016	Youth	\$419,537
PY	2016	Adult	\$54,372
FY	2017	Adult	\$372,618
PY	2016	DW	\$135,540
FY	2017	DW	\$722,178
PY	2016	RR	\$18,072
FY	2017	RR	\$96,290

This is an increase of \$2,007,966

The reimbursement ceiling is increased from \$2,963,458 to \$4,971,424

Attachment B, Allocation by Program and Fiscal Year, updated 6/9/2016 is revised and attached and reflects all current totals by Program and Fiscal Year.

Pursuant to Section 4.0 Amendments or Modification, the following Term is added.

Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

The Department may, by written notice to the Contractor, immediately terminate this Contract if ADES determines that the Contractor has been debarred, suspended, or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body. If the contractor becomes suspended or debarred, the Contractor shall immediately notify ADES. Contractors must not make any award or permit any award (sub-recipient or vendor) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive order 12549 and 12689.

The Contractor certifies to the best of its knowledge and belief, that it and its sub-recipients:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
- b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause of default.

5. EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AS HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT. THE AMENDMENT SHALL BECOME EFFECTIVE ON THE DATE OF LAST SIGNATURE UNLESS OTHERWISE SPECIFIED HEREIN. BY SIGNING THIS FORM ON BEHALF OF THE CONTRACTOR, THE SIGNATORY CERTIFIES HE/SHE HAS THE AUTHORITY TO BIND THE CONTRACTOR TO THIS CONTRACT.

6. ARIZONA DEPARTMENT OF ECONOMIC SECURITY	7. NAME OF CONTRACTOR COCHISE COUNTY
SIGNATURE OF AUTHORIZED INDIVIDUAL	SIGNATURE OF AUTHORIZED INDIVIDUAL
TYPED NAME	TYPED NAME
TITLE	TITLE
DATE	DATE
IN ACCORDANCE WITH ARS §11-952 THIS CONTRACT AMENDMENT HAS BEEN REVIEWED BY THE UNDERSIGNED WHO HAVE DETERMINED THAT THIS CONTRACT AMENDMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.	
ARIZONA ATTORNEY GENERAL'S OFFICE	
BY:	BY:
ASSISTANT ATTORNEY GENERAL	PUBLIC AGENCY LEGAL COUNSEL
DATE:	DATE:

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Note: The final Close out packet for the PY15/FY16 allocation is due to DES on or before 8/1/2018

PY/FY	Year	Program	Amount	Begin Date	End Date	Final Expenditure / Cash Report Submission Date
PY	2015	AD Admin	\$ 3,705	07/01/15	06/30/17	August 15, 2017
PY	2015	YT Admin	\$ 44,233	04/01/15	06/30/17	August 15, 2017
PY	2015	DW Admin	\$ 14,761	07/01/15	06/30/17	August 15, 2017
FY	2016	AD Admin	\$ 40,623	10/01/15	06/30/17	August 15, 2017
FY	2016	DW Admin	\$ 81,353	10/01/15	06/30/17	August 15, 2017
PY	2015	Youth	\$ 398,097	04/01/15	06/30/17	August 15, 2017
PY	2015	Adult	\$ 33,341	07/01/15	06/30/17	August 15, 2017
FY	2016	Adult	\$ 365,604	10/01/15	06/30/17	August 15, 2017
PY	2015	DW	\$ 132,846	07/01/15	06/30/17	August 15, 2017
FY	2016	DW	\$ 732,179	10/01/15	06/30/17	August 15, 2017
PY	2015	RR	\$ 16,606	07/01/15	06/30/17	August 15, 2017
FY	2016	RR	\$ 91,522	10/01/15	06/30/17	August 15, 2017
TOTAL			\$ 1,954,870			

Funding provided by U.S Department of Labor

Note : The final close out packet for the PY14/FY15 allocation is due to DES on or before 8/01/2017

PY_FY	Year	Program	Amount	Start Date	End Date	DI16-002121 A3 Final Report Submission Deadline
PY	2014	AD ADMIN	\$0.00	7/1/2014	6/30/2016	8/15/2016
PY	2014	YT ADMIN	\$25,012	4/1/2014	6/30/2016	8/15/2016
PY	2014	DW ADMIN	\$7,782	7/1/2014	6/30/2016	8/15/2016
FY	2015	AD ADMIN	\$27,958	10/1/2014	6/30/2016	8/15/2016
FY	2015	DW ADMIN	\$84,132	10/1/2014	6/30/2016	8/15/2016
PY	2014	YOUTH	\$104,925.00	4/1/2014	6/30/2016	8/15/2016
PY	2014	ADULT	\$0.00	7/1/2014	6/30/2016	8/15/2016
FY	2015	ADULT	\$13,465	10/1/2014	6/30/2016	8/15/2016
PY	2014	DW	\$0.00	7/1/2014	6/30/2016	8/15/2016
FY	2015	DW	\$587,342	10/1/2014	6/30/2016	8/15/2016
PY	2014	RR	\$6,966	7/1/2014	6/30/2016	8/15/2016
FY	2015	RR	\$93,193	10/1/2014	6/30/2016	8/15/2016
FY	2015	DW NAT RES	\$15,219	10/1/2015	12/31/2016	1/30/2017
			\$965,994.00			

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Note : The final close out packet for the PY13/FY14 allocation is due to DES on or before 8/01/2017

PY_FY	Year	Program	Amount	Start Date	End Date	Final Report Submission Deadline
PY	2013	AD ADMIN	\$1.00	7/1/2014	6/30/2016	7/15/2016
PY	2013	YT ADMIN	\$135	4/1/2014	6/30/2016	7/15/2016
FY	2014	AD ADMIN	\$53	10/1/2014	6/30/2016	7/15/2016
FY	2014	DW ADMIN	\$245	10/1/2014	6/30/2016	7/15/2016
PY	2013	YOUTH	\$26,241.00	4/1/2014	6/30/2016	7/15/2016
PY	2013	ADULT	\$74.00	7/1/2014	6/30/2016	7/15/2016
FY	2014	ADULT	\$1,869	10/1/2014	6/30/2016	7/15/2016
PY	2013	DW	\$748.00	7/1/2014	6/30/2016	7/15/2016
FY	2014	DW	\$9,275	10/1/2014	6/30/2016	7/15/2016
PY	2013	RR	\$254	7/1/2014	6/30/2016	7/15/2016
FY	2014	RR	\$3,699	10/1/2014	6/30/2016	7/15/2016
				10/1/2015	12/31/2016	7/15/2016
			\$42,594.00			

Note : The final close out packet for the PY16/FY17 allocation is due to DES on or before 8/01/2019

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PY/FY	Year	Program	Amount	Begin Date	End Date	Final Expenditure / Cash Report Submission Date
PY	2016	AD Admin	\$ 6,041	07/01/16	06/30/18	August 15, 2018
PY	2016	YT Admin	\$ 46,615	04/01/16	06/30/18	August 15, 2018
PY	2016	DW Admin	\$ 15,059	07/01/16	06/30/18	August 15, 2018
FY	2017	AD Admin	\$ 41,402	10/01/16	06/30/18	August 15, 2018
FY	2017	DW Admin	\$ 80,242	10/01/16	06/30/18	August 15, 2018
PY	2016	Youth	\$ 419,537	04/01/16	06/30/18	August 15, 2018
PY	2016	Adult	\$ 54,372	07/01/16	06/30/18	August 15, 2018
FY	2017	Adult	\$ 372,618	10/01/16	06/30/18	August 15, 2018
PY	2016	DW	\$ 135,540	07/01/16	06/30/18	August 15, 2018
FY	2017	DW	\$ 722,178	10/01/16	06/30/18	August 15, 2018
PY	2016	RR	\$ 18,072	07/01/16	06/30/18	August 15, 2018
FY	2017	RR	\$ 96,290	10/01/16	06/30/18	August 15, 2018
TOTAL			\$ 2,007,966			

Regular Board of Supervisors Meeting

Elections & Special Districts

Meeting Date: 07/12/2016

Cancel & Appoint or Cancel & Declare Vacant 2017 Precinct Committeemen seats

Submitted By: Katie Howard, Elections & Special Districts

Department: Elections & Special Districts

Presentation: No A/V Presentation **Recommendation:** Approve

Document Signatures: BOS Signature NOT Required **# of ORIGINALS Submitted for Signature:** 0

NAME of PRESENTER: Katie Howard **TITLE of PRESENTER:** Elections & Special Districts Director

Docket Number (If applicable):

Mandated Function?: Federal or State Mandate **Source of Mandate or Basis for Support?:** A.R.S. 16-822 & 16-821

Information

Agenda Item Text:

Approve the actions to 1) cancel elections for precinct committeemen for all precincts, and 2) appoint those who filed timely as precinct committeemen for their respective party (Exhibit B) with the provision that those who are appointed by today's Board action are deemed as elected in accordance with A.R.S. section 16-822 (B), and 3) declare vacancies in those precincts in which no one filed as a precinct committeemen or fewer people filed than the number of seats available, as detailed on the attached Exhibit C.

Background:

A.R.S. section 16-821 (A) provides a formula by which the number of available precinct committeemen seats for each party are determined for each precinct. That calculation is based on the March 1, 2016 voter registration roll established by the County Recorder. The number of available seats for each precinct are shown on the attached Exhibit A.

Exhibit B lists the names of those who filed, by party, by precinct, including Write-Ins (highlighted in yellow). Exhibit C lists the precincts for which there are vacancies, and how many.

Department's Next Steps (if approved):

Send notices of appointment to the precinct committeemen who filed, including those who filed as Write-In; send notices to Party Chairs of the appointments and the remaining vacancies.

Impact of NOT Approving/Alternatives:

The law provides for the cancelation of those elections where the number of persons who filed is less than the number of seats available. Unnecessary elections and unnecessary costs would be experienced if the Board chooses not to appoint those who filed.

To BOS Staff: Document Disposition/Follow-Up:

No documents need attention.

Attachments

Exhibit A: #OfPrecinctCommitteemenPerPrecinct

Exhibit B: PCAppointments

Exhibit C: PC Vacancies

Precinct #	Precincts * Note: Voter Reg total / 125 = # of PCs	ACTIVE Voter Reg as of 3/1/16	# Dems Registered in Precinct	Calculated # of Dem PCs	# of Dem PCs Allowed Per Precinct (Rounded Up)	# Reps Registered in Precinct	Calculated # of Rep PCs	# of Rep PCs Allowed Per Precinct (Rounded Up)
01	BE BENSON	1,517	412	3.296	4	602	4.816	5
02	BE J-SIX	1,762	322	2.576	3	822	6.576	7
03	BE SAN PEDRO	1,690	441	3.528	4	676	5.408	6
04	BI BISBEE	1,299	731	5.848	6	144	1.152	2
05	BI DON LUIS	1,407	642	5.136	6	319	2.552	3
06	BI WARREN	1,429	673	5.384	6	283	2.264	3
07	BOWIE	311	118	0.944	1	84	0.672	1
08	COCHISE STRONGHOLD	1,583	359	2.872	3	760	6.08	7
09	DO CALVARY	1,331	692	5.536	6	145	1.16	2
10	DO CARLSON	1,801	932	7.456	8	270	2.16	3
11	DO CASTRO PARK	1,874	978	7.824	8	133	1.064	2
12	DO GADSDEN	1,317	684	5.472	6	111	0.888	1
13	DO SUNNYSIDE	1,525	680	5.44	6	250	2	2
14	GREATER SAN PEDRO	1,674	271	2.168	3	788	6.304	7
15	HEREFORD	1,802	313	2.504	3	867	6.936	7
16	HUACHUCA	1,020	243	1.944	2	330	2.64	3
17	MCNEAL	916	222	1.776	2	387	3.096	4
18	NACO	651	302	2.416	3	69	0.552	1
19	PALOMINAS	1,349	279	2.232	3	565	4.52	5
20	PIRTLEVILLE	1,309	627	5.016	6	202	1.616	2
21	POMERENE	1,017	234	1.872	2	482	3.856	4
22	PORTAL	275	83	0.664	1	113	0.904	1
23	SAN SIMON	228	58	0.464	1	99	0.792	1
24	ST DAVID	1,871	313	2.504	3	1,002	8.016	9
25	SUNIZONA	515	119	0.952	1	205	1.64	2
26	SV AVENIDA DEL SOL	2,052	445	3.56	4	777	6.216	7
27	SV BUFFALO SOLDIER	2,639	463	3.704	4	1,176	9.408	10
28	SV BUSBY	1,783	458	3.664	4	634	5.072	6
29	SV CARMELITA	1,128	277	2.216	3	413	3.304	4
30	SV CLOUD	916	188	1.504	2	336	2.688	3
31	SV COLLEGE	1,795	356	2.848	3	700	5.6	6
32	SV COUNTRY CLUB	2,252	393	3.144	4	1,152	9.216	10
33	SV ESTATES	1,762	411	3.288	4	680	5.44	6
34	SV HOPI	1,614	415	3.32	4	559	4.472	5
35	SV MOSON	1,893	314	2.512	3	875	7	7
36	SV PUEBLO DEL SOL	1,429	325	2.6	3	557	4.456	5
37	SV RAMSEY	1,392	248	1.984	2	668	5.344	6
38	SV SNYDER	1,154	260	2.08	3	452	3.616	4
39	SV SOLDIER CREEK	2,711	641	5.128	6	872	6.976	7
40	SV TOWN & COUNTRY	1,976	349	2.792	3	937	7.496	8
41	SV VILLAGE MEADOWS	2,311	447	3.576	4	1,076	8.608	9
42	SV VISTA VILLAGE	1,724	362	2.896	3	687	5.496	6
43	SV YAQUI	2,127	371	2.968	3	1,124	8.992	9
44	TOMBSTONE	1,568	377	3.016	4	643	5.144	6
45	WEBB	619	158	1.264	2	245	1.96	2
46	WHETSTONE	2,031	358	2.864	3	903	7.224	8
47	WI KANSAS SETTLEMENT	1,430	371	2.968	3	649	5.192	6
48	WI STEWART	1,177	281	2.248	3	577	4.616	5
49	WI WILLCOX	1,006	293	2.344	3	395	3.16	4

Exhibit B: Precinct Committeemen Appointments Effective 1/1/2017 *

Precinct	Democrats To Be Appointed Effective 1/1/17	Seats Open	Seats Taken	# Vacant
5	Rhodes, Christine	6	4	2
5	Birch, Tamara			
5	Hummingbird, Sandra			
5	Minor, Marie (Write-In)			
6	Penrose, David W.I.	6	3	3
6	Le Pard, Charlet			
6	Taylor, Carol Ann			
14	Hickman, Debbie	3	1	2
17	Hamers, Alice (Write-In)	2	1	1
18	Viverto, John	3	1	2
19	Clinton, Mary Frances (Write-In)	3	1	2
24	Thomas, Sharon	3	2	1
24	Thomas, Benjamin			
26	Hills, Frances	4	1	3
28	Campas, Christopher (Write-In)	4	1	3
33	Mims, Joy (Write-In)	4	1	3
39	Eberly, Glenn	6	1	5
43	Fleming, Robert	3	2	1
43	Fleming, Patricia (Write-In)			
45	Alvarez, Manuel	2	2	0
45	Alvarez, Beverly			
	Republicans To Be Appointed Effective 1/1/17			
2	Hittson, Paul	7	2	5
2	Hittson, Kristina			
6	Ross, Ramiro	3	2	1
6	Ross, Patricia			
14	Evans, Robert	7	2	5
14	Evans, Janet			
15	Roberts, Charles	7	2	5
15	Emerson-Roberts, Michele			
19	Stoner, Debora	5	5	0
19	Langer, Paul			
19	Langer, Judith			
19	Rice, Valerie			

- Precinct Committeemen appointed due to insufficient number who filed to fill all vacant seats are appointed by the Board of Supervisors and "deemed as elected".

Exhibit B: Precinct Committeemen Appointments Effective 1/1/2017 *

19	Montgomery, Robert			
21	Floyd, Heather	4	1	3
22	Arena, Toni	1	1	0
24	Dever, Nancy	9	4	5
24	Staggs, Bonnie			
24	Buchanan, Donald			
24	Miller, Kathleen			
27	Hylsky, Edward	10	6	4
27	Hylsky, Vera			
27	Savadkahi, Sheila			
27	Piepho, Bruce			
27	Dolge, Kathleen			
27	Dolge, David			
29	Lynch, Iris	4	2	2
29	Stone, Julia			
30	McFarland, Michael	3	1	2
32	Davis, Leah	10	1	9
33	Gehrke, Cheryl	6	1	5
34	Gowan, David, Jr.	5	3	2
34	Gowan, Jessica			
34	Gowan, David, Sr.			
35	Hart, Ronald	7	2	5
35	Hart, Pauline			
36	Blair, Marie	5	1	4
37	De Santis, Shirlene	6	2	4
37	Griffin, Gail			
40	Jones, Patrick	8	3	5
40	Jones, Casey			
40	Jones, Kathleen			
41	Lowery, Donald	9	1	8
43	Mitchell, Kathleen	9	4	5
43	Fredenburgh, Jere			
43	Ligon, Jeri			
43	Brofer, Duane			
45	Brown, Stella	2	2	0
45	Pena, Leslie			
46	Harris, Kara	8	2	6
46	Pike, Wanda			

- Precinct Committeemen appointed due to insufficient number who filed to fill all vacant seats are appointed by the Board of Supervisors and “deemed as elected”.

PC FILINGS AS OF DEADLINE

PRECINCT	DEMOCRATS	MAXIMUM # of DEMS	ACTUAL	VACANCIES
1		4	0	4
2		3	0	3
3		4	0	4
4		6	0	6
5	Rhodes, Christine	6	4	2
5	Birch, Tamara			
5	Hummingbird, Sandra			
5	Minor, Marie (Write-In)			
6	Penrose, David W.I.	6	3	3
6	Le Pard, Charlet			
6	Taylor, Carol Ann			
7		1	0	1
8		3	0	3
9		6	0	6
10		8	0	8
11		8	0	8
12		6	0	6
13		6	0	6
14	Hickman, Debbie	3	1	2
15		3	0	3
16		2	0	2
17	Hamers, Alice (Write-In)	2	1	1
18	Viverto, John	3	1	2
19	Clinton, Mary Frances (Write-In)	3	1	2
20		6	0	6
21		2	0	2
22		1	0	1
23		1	0	1
24	Thomas, Sharon	3	2	1
24	Thomas, Benjamin			
25		1	0	1

PC FILINGS AS OF DEADLINE

PRECINCT	DEMOCRATS	MAXIMUM # of DEMS	ACTUAL	VACANCIES
26	Hills, Frances	4	1	3
27		4	0	4
28	Campas, Christopher (Write-In)	4	1	3
29		3	0	3
30		2	0	2
31		3	0	3
32		4	0	4
33	Mims, Joy (Write-In)	4	1	3
34		4	0	4
35		3	0	3
36		3	0	3
37		2	0	2
38		3	0	3
39	Eberly, Glenn	6	1	5
40		3	0	3
41		4	0	4
42		3	0	3
43	Fleming, Robert	3	2	1
43	Fleming, Patricia (Write-In)			
44		4	0	4
45	Alvarez, Manuel	2	2	0
45	Alvarez, Beverly			
46		3	0	3
47		3	0	3
48		3	0	3
49		3	0	3
		177	21	156

Precinct	REPUBLICANS	MAXIMUM # of REPS	ACTUAL	VACANCIES
1		5	0	5
2	Hittson, Paul	7	2	5
2	Hittson, Kristina			
3		6	0	6
4		2	0	2
5		3	0	3
6	Ross, Ramiro	3	2	1
6	Ross, Patricia			
7		1	0	1
8		7	0	7
9		2	0	2
10		3	0	3
11		2	0	2
12		1	0	1
13		2	0	2
14	Evans, Robert	7	2	5
14	Evans, Janet			
15	Roberts, Charles	7	2	5
15	Emerson-Roberts, Michele			
16		3	0	3
17		4	0	4
18		1	0	1
19	Stoner, Debora	5	5	0
19	Langer, Paul			
19	Langer, Judith			
19	Rice, Valerie			
19	Montgomery, Robert			
20		2	0	2
21	Floyd, Heather	4	1	3
22	Arena, Toni	1	1	0
23		1	0	1
24	Dever, Nancy	9	4	5
24	Staggs, Bonnie			
24	Buchanan, Donald			
24	Miller, Kathleen			
25		2	0	2
26		7	0	7
27	Hylsky, Edward	10	6	4
27	Hylsky, Vera			
27	Savadkahi, Sheila			
27	Piepho, Bruce			
27	Dolge, Kathleen			

27	Dolge, David			
28		6	0	6
29	Lynch, Iris	4	2	2
29	Stone, Julia			0
30	McFarland, Michael	3	1	2
31		6	0	6
32	Davis, Leah	10	1	9
33	Gehrke, Cheryl	6	1	5
34	Gowan, David, Jr.	5	3	2
34	Gowan, Jessica			
34	Gowan, David, Sr.			
35	Hart, Ronald	7	2	5
35	Hart, Pauline			
36	Blair, Marie	5	1	4
37	De Santis, Shirlene	6	2	4
37	Griffin, Gail			
38		4	0	4
39		7	0	7
40	Jones, Patrick	8	3	5
40	Jones, Casey			
40	Jones, Kathleen			
41	Lowery, Donald	9	1	8
42		6	0	6
43	Mitchell, Kathleen	9	4	5
43	Fredenburgh, Jere			
43	Ligon, Jeri			
43	Brofer, Duane			
44		6	0	6
45	Brown, Stella	2	2	0
45	Pena, Leslie			
46	Harris, Kara	8	2	6
46	Pike, Wanda			
47		6	0	6
48		5	0	5
49		4	0	4
		239	50	189

Precinct	Democrats To Be Appointed Effective 1/1/17	Seats Open	Seats Taken	# Vacant
5	Rhodes, Christine	6	4	2
5	Birch, Tamara			
5	Hummingbird, Sandra			
5	Minor, Marie (Write-In)			
6	Penrose, David W.I.	6	3	3
6	Le Pard, Charlet			
6	Taylor, Carol Ann			
14	Hickman, Debbie	3	1	2
17	Hamers, Alice (Write-In)	2	1	1
18	Viverto, John	3	1	2
19	Clinton, Mary Frances (Write-In)	3	1	2
24	Thomas, Sharon	3	2	1
24	Thomas, Benjamin			
26	Hills, Frances	4	1	3
28	Campas, Christopher (Write-In)	4	1	3
33	Mims, Joy (Write-In)	4	1	3
39	Eberly, Glenn	6	1	5
43	Fleming, Robert	3	2	1
43	Fleming, Patricia (Write-In)			
45	Alvarez, Manuel	2	2	0
45	Alvarez, Beverly			

Precinct	Republicans To Be Appointed Effective 1/1/17	Seats Open	Seats Taken	# Vacant
2	Hittson, Paul	7	2	5
2	Hittson, Kristina			
6	Ross, Ramiro	3	2	1
6	Ross, Patricia			
14	Evans, Robert	7	2	5
14	Evans, Janet			
15	Roberts, Charles	7	2	5
15	Emerson-Roberts, Michele			
19	Stoner, Debora	5	5	0
19	Langer, Paul			
19	Langer, Judith			
19	Rice, Valerie			
19	Montgomery, Robert			
21	Floyd, Heather	4	1	3
22	Arena, Toni	1	1	0
24	Dever, Nancy	9	4	5

24	Staggs, Bonnie			
24	Buchanan, Donald			
24	Miller, Kathleen			
27	Hylsky, Edward	10	6	4
27	Hylsky, Vera			
27	Savadkahi, Sheila			
27	Piepho, Bruce			
27	Dolge, Kathleen			
27	Dolge, David			
29	Lynch, Iris	4	2	2
29	Stone, Julia			
30	McFarland, Michael	3	1	2
32	Davis, Leah	10	1	9
33	Gehrke, Cheryl	6	1	5
34	Gowan, David, Jr.	5	3	2
34	Gowan, Jessica			
34	Gowan, David, Sr.			
35	Hart, Ronald	7	2	5
35	Hart, Pauline			
36	Blair, Marie	5	1	4
37	De Santis, Shirlene	6	2	4
37	Griffin, Gail			
40	Jones, Patrick	8	3	5
40	Jones, Casey			
40	Jones, Kathleen			
41	Lowery, Donald	9	1	8
43	Mitchell, Kathleen	9	4	5
43	Fredenburgh, Jere			
43	Ligon, Jeri			
43	Brofer, Duane			
45	Brown, Stella	2	2	0
45	Pena, Leslie			
46	Harris, Kara	8	2	6
46	Pike, Wanda			