

DEREK RAPIER  
County Administrator  
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS  
P.O. BOX 908  
253 5<sup>TH</sup> STREET  
CLIFTON, AZ 85533

DAVID GOMEZ  
District 1

RON CAMPBELL  
District 2

RICHARD LUNT  
District 3

**MEETING NOTICE and AGENDA**  
Pursuant to Arizona Revised Statutes §38-431, et. seq.  
and amendments thereto, the  
**GREENLEE COUNTY BOARD OF SUPERVISORS**  
also sitting as Board of Directors for  
**GREENLEE COUNTY PUBLIC HEALTH SERVICES DISTRICT**  
and  
**GREENLEE COUNTY FLOOD CONTROL DISTRICT**  
hereby gives notice that a  
**Regular Meeting**  
will be held on **Tuesday, March 23, 2021 – 8:00 a.m.**

**Zoom Video Conferencing. To join the meeting enter the following URL into your browser:**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89120966035?pwd=aC94VllhalZiUjNGVXF5YU84NkxoZz09>**

**Meeting ID: 891 2096 6035**

**Passcode: 702776**

**Board of Supervisors Meeting Room, 2nd floor Courthouse Annex, 253 5th Street,  
Clifton, Arizona**

**AGENDA**

\*\*\*\*\*

- 1.) Call to Order
  - A. Pledge of Allegiance
  - B. Call to the Public
  
- 2.) PUBLIC HEALTH SERVICES DISTRICT – the Board of Supervisors will convene as the Board of Directors of the Greenlee County Public Health Services District and will reconvene as the Board of Supervisors following consideration of these items:
  - A. Consent Agenda
    1. Clerk of the Board: Consideration of approval of Public Health Services District expense warrants in excess of \$1,000.00
    2. Health Manager: Consideration of approval for Employee Transaction Forms: A. Sams, Animal Control Supervisor; J. Galvin, Animal Control Officer

- 3.) Steve Ahmann, Greenlee County Tourism Council Board Member
  - A. Discussion/Action - Request by local sponsoring organization (Tourism Council) for permission for Arizona SCCA to use County Road (Ward Canyon Road) for non-county event - Clifton Hill Climb - April 16-18, 2021
  
- 4.) Reed Larson, County Engineer
  - [A.](#) Discussion/Action to approve to execute Professional Services Agreement with Atkins North America, Inc. in the amount not to exceed \$584,848.00 for the Franklin/Duncan Watershed Improvement Project funded by the Natural Resources Conservation Service
  - [B.](#) Discussion/Action regarding approval to go out for bid for the airport runway sealcoat project
  
- 5.) Derek Rapier, County Administrator
  - A. Budget Work session
  
- 6.) Derek Rapier, County Administrator
  - A. County and State budget and legislative issues
  - B. Calendar and Events
  
- 7.) Consent Agenda
  - [A.](#) Clerk of the Board: Consideration of approval of minutes to previous meetings: 3/02/2021
  - [B.](#) Clerk of the Board: Consideration of approval of expense warrants in excess of \$1,000.00 – Voucher [4027](#); [4028](#)
  
- 8.) Supervisor Reports
  - Supervisor Richard Lunt
    - A. NACo Legislative Conference Public Lands Steering Committee
    - B. Eastern Counties Organization (ECO) Meeting
    - C. Small County Forum
    - D. County Supervisor Association
    - E. Legislative Policy Committee meeting
    - F. Western Interstate Region meeting
  
  - Supervisor David Gomez
    - A. National Association of Counties (NACo) Legislative Conference
    - B. Community, Economic and Workforce Development Steering Committee meeting
  
  - Supervisor Ron Campbell
    - A. National Association of Counties (NACo) Legislative Conference
  
- 9.) Adjournment

BOARD OF SUPERVISORS AGENDA  
March 23, 2021  
Page 3 of 3

All agenda items are for discussion and/or action as deemed necessary. The Board reserves the right to consider any matter out of order. The Board may retire into Executive Session for any of the purposes that are allowed by law, including but not limited to legal advice and/or personnel matters; as authorized by A.R.S. §38-431.et.seq. Persons with a disability may request accommodation for special assistance by contacting Bianca Figueroa at 928-865-2072 (TDD 928-865-2632). Requests should be made as soon as possible to allow time for arrangement of the accommodation.

**GREENLEE COUNTY BOARD OF SUPERVISORS  
AGENDA INFORMATION FORM**



MEETING DATE: March 16, 2021  
DEPARTMENT: Health

REQUESTED BY: Steve Rutherford  
TELEPHONE #: 928-865-2601

**1. Insert brief description of proposal and requested Board action:**

Consideration of approval for Animal Control Supervisor Allen Sams going from \$20.17 an hour to \$20.77 an hour. This is due to Jimmy Glavin resigning from the full time animal control officer position. Mr. Sams will be doing additional work as an animal control officer, such as feeding on the weekends, extra patrol duties and Rabies Clinics.

**2. Continued from meeting of:** \_\_\_\_\_

**Discussed in meeting of:** \_\_\_\_\_

**3. Publication requirements:**

Does this require publication in the official county newspaper?  Yes  No  
This department to cause publication  Clerk of the Board to cause publication

**4. Financial Impact:**

Expenditure: Is this a budgeted expense?  Yes  No Project Code #: \_\_\_\_\_

Fund 222-071 \$ \_\_\_\_\_ Actual  Not to exceed   
Fund \_\_\_\_\_ \$ \_\_\_\_\_ Actual  Not to exceed

If not budgeted, how will this expense be funded? \_\_\_\_\_

**Grants/Contracts:**

Federal  State  Other  \_\_\_\_\_  
CFDA # (Federal grants only) \_\_\_\_\_ State # \_\_\_\_\_

Fund \_\_\_\_\_ \$ \_\_\_\_\_  
Matching funds required?  Yes  No Fund \_\_\_\_\_ \$ \_\_\_\_\_

**5. Legal Review:** Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes  No

Date of County Attorney approval: \_\_\_\_\_

**6. Board of Supervisors action taken:**

Approved  Amended  Disapproved  Tabled

Original backup documentation must accompany this form!



# GREENLEE COUNTY EMPLOYEE TRANSACTION FORM

This form must be completed, including signatures, before any action regarding an employee's status can take effect.

### SECTION 1: Employee Information

Sams <small>Last Name</small>	Allen <small>First Name</small>	 <small>Middle Initial</small>
300 Callaway <small>Mailing Address</small>	Duncan <small>City</small>	Arizona <small>State</small>
		85534 <small>Zip</small>

### SECTION 2: Transaction Information

EFFECTIVE DATE: March 16, 2021

<b>HIRES:</b>		<b>CHANGES:</b>		<b>SEPARATION:</b>	
New Hire – Full Time	<input type="checkbox"/>	Promotion	<input type="checkbox"/>	Resignation	<input type="checkbox"/>
New Hire – Part Time	<input type="checkbox"/>	Demotion	<input type="checkbox"/>	Retirement	<input type="checkbox"/>
Temporary (explain)	<input type="checkbox"/>	Raise	<input checked="" type="checkbox"/>	Terminated	<input type="checkbox"/>
		Other (explain below)	<input type="checkbox"/>	End of Contract	<input type="checkbox"/>
				Other (explain below)	<input type="checkbox"/>

COMMENTS: \_\_\_\_\_

<u>Employee's Current Status</u>	<u>Proposed: New Hire, Change</u>
Animal Control Supervisors <small>Position Title</small>	Animal Control Supervisor <small>Position Title</small>
Health <small>Department</small>	Health <small>Department</small>
Non-Exempt <input checked="" type="checkbox"/>	Non-Exempt <input checked="" type="checkbox"/>
Hourly Rate <u>\$20.17</u>	Hourly Rate <u>\$20.77</u>
Exempt <input type="checkbox"/>	Exempt <input type="checkbox"/>
Annual Rate <u>\$</u>	Annual Rate <u>\$</u>

### SECTION 3: POSITION FUNDING INFORMATION

FUND	PROGRAM CODE	OBJECT CODE	PAY LEVEL	%	AMOUNT
222-071				100	

### SECTION 4: SIGNATURES (REQUIRED)

_____ <small>Employee Signature</small>  _____ <small>Date</small>  _____ <small>Chairman of the Board of Supervisors</small>	<div style="text-align: center;">             _____  <small>Elected/Appointed Official</small>            March 4, 2021            _____  <small>Date</small> </div> _____ <small>Date</small>
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### For Office Use Only: (Payroll)

Date Entered: \_\_\_\_\_ By: \_\_\_\_\_



# GREENLEE COUNTY EMPLOYEE TRANSACTION FORM

This form must be completed, including signatures, before any action regarding an employee's status can take effect.

## SECTION 1: Employee Information

Galvin <small>Last Name</small>	Jimmy <small>First Name</small>	<small>Middle Initial</small>	
P.O. Box 582 <small>Mailing Address</small>	Morenci <small>City</small>	Arizona <small>State</small>	85540 <small>Zip</small>

## SECTION 2: Transaction Information

EFFECTIVE DATE: March 16, 2021

**HIRES:**

- New Hire – Full Time
- New Hire – Part Time
- Temporary (explain)

**CHANGES:**

- Promotion
- Demotion
- Raise
- Other (explain below)

**SEPARATION:**

- Resignation
- Retirement
- Terminated
- End of Contract
- Other (explain below)

COMMENTS: \_\_\_\_\_

Employee's Current Status	Proposed: New Hire, Change
_____ <small>Position Title</small>	Animal Control Officer <small>Position Title</small>
_____ <small>Department</small>	Health <small>Department</small>
Non-Exempt <input type="checkbox"/>	Non-Exempt <input checked="" type="checkbox"/>
Hourly Rate \$ _____	Hourly Rate <u>\$ 18.32</u>
Exempt <input type="checkbox"/>	Exempt <input type="checkbox"/>
Annual Rate \$ _____	Annual Rate \$ _____

## SECTION 3: POSITION FUNDING INFORMATION

FUND	PROGRAM CODE	OBJECT CODE	PAY LEVEL	%	AMOUNT
222-071				100	\$18.32

## SECTION 4: SIGNATURES (REQUIRED)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman of the Board of Supervisors

Elected/Appointed Official  
March 4, 2021  
Date

\_\_\_\_\_  
Date

## For Office Use Only: (Payroll)

Date Entered: \_\_\_\_\_ By: \_\_\_\_\_

February 23, 2021

Greenlee County Board of Supervisors

Dear Sirs,

The Greenlee County Tourism Council solicits your approval and support of the Clifton Hill Climb racing event to take place April 15 through 19, 2021 on Ward Canyon Road. Simultaneously we solicit your attendance and pledge to do all in our purview to underwrite a totally fun-filled and safe outdoor recreational weekend.

This isn't the first time that request has been made to the Greenlee County supervisors to support the Clifton Hill Climb. In fact, the first Clifton Hill Climb took place in 1966 and was run Labor Day weekend until 1982. Since then, the race has been held four other times, with the last in 2017. The Greenlee County Tourism Council has continued to work toward reinstatement of the race ever since. Thanks to the tireless efforts of organization members as well as local racing enthusiasts, the Sports Car Club of America (SCCA, Arizona Chapter), and civic minded local businesses, arrangements have been completed where-by racing can resume.

All looked promising for a spring, 2020 resumption, until the appearance of COVID-19 pandemic. Over this past year, as the world has come to live with the threat of the virus, procedures have been adopted to enable business, education, social, athletic, and other aspects of life to be safely undertaken. Employing the guidelines promulgated by the Center for Disease Control (CDC), the SCCA has adopted the attached procedure to enable racing to proceed in a safe, healthful, and enjoyable manner.

By following the accepted protocols and procedures adopted by yourselves (Greenlee County Board of Supervisors) which mandate: social distancing; utilization of protective facial masks; provision of readily available wash stations or disinfectants; underwriting safe distribution of (boxed or bagged) foods, sanitization of any common seating or eating area; and insistence that any person feeling ill - self-isolate, we will minimize spreading infection. Additionally, we will minimize closed quarters indoor crowding, maximize the healthful effects of fresh air and sunshine, ensure education of food handlers, and, whenever possible, provide pre-packaged, sterilized, individually-wrapped menu items. Events such as the Clifton Hill Climb can be safely and enjoyably staged. In fact, the provision of enjoyable, educational, and (to some) nostalgic avenues provide a sense of "normalcy" and can have significant positive mental and physical health benefits that outweigh known risks when the above precautions are exercised.

Consider, both the SCCA and the Greenlee Tourism Council rely on building a following of returning satisfied attendees in order to fulfill their missions and charters. Causing the spread of disease, discomfort, and potentially life threatening situations is the antithesis of the sponsoring entities modus operandi and reasons for being.

Thank you for your time, consideration, and questions.

Sincerely,

Stephen Ahmann, Greenlee County Tourism Council Board member



**GREENLEE COUNTY**  
**Policy for Utilizing County Roads**  
**For Non-County Events**  
Adopted December 16, 2014

**Indemnification**

Arizona SCCA (Sponsor) shall defend, indemnify, save and hold harmless Greenlee County (County), its officials and employees without limitation from and against any and all claims (including, but not limited to, workers' compensation, disability or environmental liability claims), damages, losses, liabilities, fees, fines or expenses (including but not limited to attorney fees, court costs, and cost of appellate proceedings) relating to, arising from, resulting from or alleged to have arisen or resulted from the Clifton Hill Climb (Event). Sponsor's duty to defend, indemnify, save and hold harmless the County, its officials and employees shall arise in connection with any and all claims, damages, losses, liabilities, fees, fines or expenses that are attributable to bodily injury, personal injury, sickness, disease, death or damage to, or destruction of, tangible or intangible property including the loss of use therefrom, or environmental claims and fines, caused in whole or in part by any act, error, mistake or omission of Sponsor, its officers, officials, employees, members, guests, invitees, participants, agents, vendors, subcontractors or anyone for whose acts Sponsor may be liable.

The insurance, its limits, amount and type required herein shall in no way be construed as limiting the scope of this indemnity.

**Insurance Requirements**

The Sponsor, at Sponsor's own expense, shall purchase and maintain the hereinafter stipulated minimum insurance with companies, possessing a current AM Best, Inc. rating of A VII, duly licensed in the State of Arizona.

The County in no way warrants that the minimum insurance and limits contained herein are adequate or sufficient to protect the Sponsor, its officers, officials, employees, members, guests, invitees, participants or spectators.

Thirty days prior to the Event, the Sponsor shall provide the County with a Certificate of Insurance evidencing the insurance required by the County. The certificate shall identify this Event and be directly sent to Greenlee County, Risk Management, P O Box 908, Clifton, AZ, 85533. Failure to do so, at the County's sole discretion, may constitute a material breach of this Agreement and grounds for its immediate termination, cancellation or suspension.

The Sponsor's insurance or self-insurance shall be primary and any insurance



maintained by the County shall not contribute to, or be excess of, the Sponsor's insurance or self-insurance.

The Sponsor's insurance or self-insurance shall contain a waiver of rights of recovery or subrogation against the County, its officials and employees for any and all claims, damages, losses, liabilities or expenses relating to, arising from, resulting from, or alleged to have arisen or resulted from, the Event.

The Sponsor's insurance or self-insurance, except workers' compensation, required herein shall name the County, its officials and employees as Additional Insureds.

General Liability Insurance: General Liability insurance of \$2,000,000 per occurrence with a \$5,000,000 general aggregate limit and a \$2,000,000 products completed operations limit. The General Liability insurance shall include coverage for bodily injury, personal injury, broad form property damage, blanket contractual liability, products/completed operations.

The General Liability Additional Insured endorsement shall include coverage for bodily injury, personal injury, broad form property damage, contractual liability, premises liability and products/completed operations liability.

Vehicle Liability Insurance: Vehicle Liability insurance with a combined single limit of \$1,000,000 each occurrence with respect to Sponsor's owned, hired and non-owned vehicles.

Workers' Compensation Insurance: Statutory Worker's Compensation insurance and Employer's Liability insurance of \$1,000,000 each accident, \$1,000,000 each disease and \$1,000,000 disease policy limits.

#### **Other General Requirements**

**Objectionable Uses or Persons:** Any use of County property in violation of any law or ordinance of the County, State of Arizona or United States or, at the County's sole discretion, that is not in the County's best interest, may, at the County's sole discretion, constitute a material breach of this Agreement and be grounds for its immediate termination, cancellation or suspension. Any person whose acts, behavior or conduct is disorderly or disruptive may be refused entrance to, or be ejected from, the County's property. The Sponsor shall defend, indemnify and hold harmless the County, its officials and employees from such refusal or ejection to the fullest extent and scope of the indemnity and insurance requirements in this Agreement.

**County Property:** This Agreement is for County property and shall not be construed as an authorization for use of adjacent private or public property, grounds or land or any other area where a separate agreement or permit may be required. Sponsor shall be

responsible for obtaining all necessary agreements, permits or insurance required by any federal, state, municipal or other governmental or private entity.

**Damage to County Property:** Sponsor will promptly compensate or reimburse County the full amount of any damage to, or loss of use of, County roads, buildings, facilities, grounds, lands, water or property caused by Sponsor, its officers, officials, employees, members, guests, invitees, or agents. Compensation or reimbursement to the County shall also include, but not be limited to, restoration, clean-up, abatement, remedial action, legal fees and expenses or fines.

**Transfer:** This Agreement, its requirements, terms and conditions are not transferable.

**Damage to Sponsor Property:** The County shall not be responsible for loss of, damage to, or loss of use of, tangible or intangible property of Sponsor, its officers, officials, employees, members, guests, invitees or agents or Event participants or spectators.

**Inclement Weather or Emergencies:** At the County's sole discretion, the County may close any County property or terminate or cancel any Event due to inclement weather or any other emergency situation.

**Loss of Privileges:** Loss of privileges authorized by this Agreement by County closure, termination, cancellation or suspension is not compensable to the Sponsor.

**Exclusivity:** This Agreement is not exclusive unless otherwise stated in the Agreement. The County reserves the right to use or allow others to use any part the County property pertaining to this Agreement. The Sponsor agrees to allow others of the public free and unrestricted access to, and use of, the County property at all times for all lawful purposes.

**County Rules and Regulations:** Upon issuance, this Agreement authorizes the Sponsor to use or occupy County roads or property, subject to the terms and conditions outlined within County rules, regulations, laws, ordinances or the County approved authorization or use plan for this Agreement. It is the Sponsor's responsibility to be familiar with and to understand all applicable County rules, regulations, laws, or ordinances.

**Obligations of the Sponsor:** The obligations of the Sponsor under this Agreement are not contingent upon the County to inspect any Sponsor or Event participant vehicles, equipment, food, beverages, activity or operations.

**Waiver/Release of Liability and Hold Harmless Agreement:** Prior to the Event, in the form acceptable to the County, the County requires an executed Waiver/Release of

POLICY FOR UTILIZING COUNTY ROADS FOR NON-COUNTY EVENTS  
INDEMNIFICATION  
Page 4 of 4

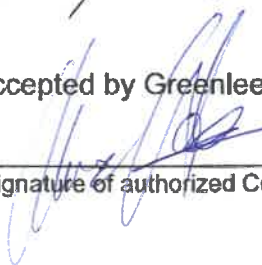
Liability and Hold Harmless Agreement from each Sponsor officer or member or Event participant, guest or spectator. Copies shall be provided to the County.

**Report to County:** The Sponsor shall immediately report to the County any accident, event, incident or occurrence that results, or may result, in bodily injury, death or property damage.

Executed this 12th day of March, 2021

  
\_\_\_\_\_  
(Signature of Sponsor)

Jim Cantrell  
\_\_\_\_\_  
(Sponsor's Printed Name)

Accepted by Greenlee County:  
  
\_\_\_\_\_  
(Signature of authorized County Representative)

03/12/2021  
\_\_\_\_\_  
Date

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> K & K Insurance Group, Inc. P.O. Box 2338 Fort Wayne, In 46801	<b>CONTACT NAME:</b> MOTORSPORTS <b>PHONE (A/C. No. Ext):</b> 800-348-1839 <b>FAX (A/C. No):</b> 260-459-5118 <b>E-MAIL ADDRESS:</b> KK.MOTORSPORTS@KANDKINSURANCE.COM														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td><b>INSURER A:</b> NATIONWIDE LIFE INSURANCE COMP</td> <td>66869</td> </tr> <tr> <td><b>INSURER B:</b> NATIONAL CASUALTY COMPANY</td> <td>11991</td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A:</b> NATIONWIDE LIFE INSURANCE COMP	66869	<b>INSURER B:</b> NATIONAL CASUALTY COMPANY	11991	<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>
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<b>INSURER F:</b>															
<b>INSURED</b> SPORTS CAR CLUB OF AMERICA, INC. D/B/A SCCA SCCA FOUNDATION, INC.; SCCA VENTURES, INC.; ARIZONA REGION,															

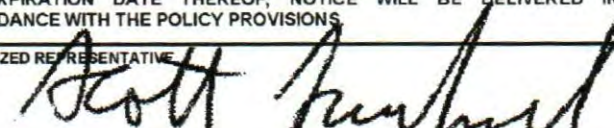
**COVERAGES**      **CERTIFICATE NUMBER:** 2023409      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. NC=NOT COVERED

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Owners & Contractors <input checked="" type="checkbox"/> 250,000 E&O GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	KE00008655700	12:01AM 1/01/21	12:01AM 1/01/22	EACH OCCURRENCE 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) 1000000 MED EXP (Any one person) NC PERSONAL & ADV INJURY 1000000 GENERAL AGGREGATE UNLIMITED PRODUCTS-COM/OP AGG 5000000 Part Lgl Liab 1000000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea Accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
B	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION			XK00008655900	12:01AM 1/01/21	12:01AM 1/01/22	EACH OCCURRENCE 10000000 AGGREGATE 10000000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER-STATUE    OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	Participant Accident			JXK0031562300	12:01AM 1/01/21	12:01AM 1/01/22	AD&D 50000 Primary Medical NC Excess Medical 100000 Weekly Indemnity 100 X 10

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

EVENT TYPE: EXPERIENTIAL      DATE: 4/16-18/21      SANCTION # 21-HC-55450  
 LOCATION: CLIFTON, AZ, CLIFTON, AZ  
 \*\* PA MEMBER LIMITS SHOWN ABOVE SEE ADDENDUM FOR NON-MEMBER PA LIMITS \*\*

<b>CERTIFICATE HOLDER</b>  GREENLEE COUNTY 253 5TH ST CLIFTON, AZ 85533	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

AGENCY CUSTOMER ID: \_\_\_\_\_

LOC # \_\_\_\_\_

CERTIFICATE: 2023409 DATE ISSUED: 3/11/21

**ACORD™**

**ADDITIONAL REMARKS SCHEDULE**

Page 1 of 1

AGENCY K & K INSURANCE GROUP, INC.		NAMED INSURED SPORTS CAR CLUB OF AMERICA, INC. D/B/A SCCA SCCA FOUNDATION, INC.; SCCA VENTURES, INC.; ARIZONA REGION,	
POLICY NUMBER GL KEO0008655700 EX XKO0008655900		PA JXK0031562300	
CARRIER SEE ACORD 25	NAIC CODE	EFFECTIVE DATE: SEE ACORD 25	

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.**

**FORM NUMBER:** ACORD 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

PARTICIPANT ACCIDENT:  
 CLASS 1 - NON-MEMBERS MED X \$30,000  
 AD&D \$30,000 WEEKLY INDEMNITY \$100 X 104 WEEKS

**ADDITIONAL INSURED:**

- A. ANY PERSON OR ORGANIZATION ENGAGED IN OPERATING, MANAGING, SANCTIONING, SPONSORING THE "COVERED PROGRAM", OR PROVIDING THE "PREMISES" FOR A "COVERED PROGRAM". INCLUDING OFFICIALS OF THE "COVERED PROGRAM".
- B. ANY "PARTICIPANT", "COMPETITION VEHICLE" OWNER AND "COMPETITION VEHICLE" SPONSOR.
- C. ANY PERSON OR ORGANIZATION ENGAGED IN OPERATING, MANAGING, SANCTIONING, SPONSORING THE "COVERED PROGRAM", OR PROVIDING THE "PREMISES" FOR A "COVERED PROGRAM", INCLUDING OFFICIALS OF THE "COVERED PROGRAM" B. ANY "PARTICIPANT", "COMPETITION VEHICLE" OWNER AND "COMPETITION VEHICLE" SPONSOR. C. STATE OF ARIZONA, ADOT AND ITS DEPARTMENTS, AGENCIES, BOARDS, COMMISSIONS, UNIVERSITIES, OFFICERS, AGENTS AND EMPLOYEES SHALL NOT BE NAMED AS ADDITIONAL INSUREDS WITH RESPECT TO THE LIABILITY ARISING OUT OF ACTIVITIES PERFORMED BY ON BEHALF OF THE PERMITTEE OR CONTRACTOR; TOWN OF CLIFTON, AZ; GREENLEE COUNTY, AZ; BUT ONLY WITH RESPECTS TO THE OPERATIONS OF THE NAME INSURED.

THIS INSURANCE IS PRIMARY AND NON-CONTRIBUTORY TO ANY OTHER INSURANCE AVAILABLE TO THE ADDITIONAL INSUREDS. A WAIVER OF SUBROGATION IS ALSO INCLUDED.

\*\* THIS CERTIFICATE REPLACES # 2022463  
 EXCESS AGGREGATE EXISTS ONLY WHERE APPLICABLE.  
 SPORTS CAR CLUB OF AMERICA, INC. (SCCA); SCCA VENTURES, INC., AND ALL REGIONS, DIVISIONS AND CHAPTERS CHARTERED BY SCCA; ALL SCCA AND REGIONAL DIRECTORS, OFFICERS, OFFICIALS, MEMBERS, DRIVERS, CAR OWNERS, ENTRANTS, PIT CREWS AND ALL OTHER PARTICIPANTS BEARING SCCA AUTHORIZED CREDENTIALS, ALL SPONSORS/ADVERTISERS CONNECTED WITH A CAR OR AN SCCA OR SCCA VENTURES, INC. PRO RACING DIVISION SANCTIONED EVENT WHILE INVOLVED IN AND ACTING IN THEIR CAPACITY DURING THE PRESENTATION OR CONDUCT OF AN SCCA OR SCCA VENTURES, INC. PRO RACING DIVISION SANCTIONED EVENT.



**Greenlee County Tourism Council**  
*Serving proudly and with distinction since 2010*

***Press release 3-1-21***

Even the name, 'The Clifton Hill Climb', brings back memories of happy days and summertime racing. In the early days, back in the 60's, the Hill Climb was great sport for hot rods, sport cars and lead footed racers. Now, some sixty plus years later, the Clifton Hill Climb is emerging as a build up to the Pikes peak Race and a challenge to those who enjoy the exhilaration of not just climbing a mountain but also pressing the limits of man, machine, tires and elevation change.

Bigger, better and bolder with new features, improved audience participation, amazing keepsakes and collectibles, plus food vendors serving mouth watering meals, the 2021 Felix Callicotte Memorial Clifton Hill Climb is coming! Thanks to the team effort by the Arizona Region Sports Car Club of America (SCCA), Town of Clifton and the Greenlee County Tourism Council the Clifton Hill Climb is coming back!

From its street-worthy humble beginnings in 1966, through the bumps and crashes of the 2015-16-17 racing era, look for the race to return this spring, April 16-17-18, 2021. The Labor Day time frame became unbearable, mainly due to the summer daytime temperatures which made the drivers full body fire safety suits uncomfortable.

Enter the solution, sprintime racing.

Safety First. The SCCA has some outstanding safety protocols, not just for drivers but also race organizers. There will be no indoor events. Registration before April 12 is online at [bit.ly/3bLvkW](https://bit.ly/3bLvkW). On Friday April 16 and Saturday morning the 17<sup>th</sup> racers can sign up at PJ's Café in Clifton. The registration table will also have T-shirts, C19 masks and memorabilia. The Racer's Parade will once again begin about 5:30 Saturday night on Chase Creek Street and end at the American Legion Parking lot on. Racing is all day Saturday and half a day on Sunday. The awards ceremony will be late Sunday afternoon at the ballfields in Ward Canyon. American Legion will be serving the boxed dinners.

For more details or to ask questions visit the Clifton Hill Climb Facebook page at [Clifton Hill Climb | Facebook](#)

**GREENLEE COUNTY BOARD OF SUPERVISORS  
AGENDA INFORMATION FORM**



MEETING DATE: 23 Mar 2021  
DEPARTMENT: Floodplain Administration

REQUESTED BY: Reed Larson  
TELEPHONE #: 928-865-4762

**1. Insert brief description of proposal and requested Board action:**

Request approval to execute Professional Services Agreement with Atkins North America, Inc. for a not-to-exceed amount of \$584,848 for the Franklin/Duncan Watershed Improvement Project funded by the Natural Resources Conservation Service (NRCS).

2. Continued from meeting of: N/A  
Discussed in meeting of: N/A

**3. Publication requirements:**

Does this require publication in the official county newspaper?  Yes  No  
This department to cause publication  Clerk of the Board to cause publication

**4. Financial Impact:**

Expenditure: Is this a budgeted expense?  Yes  No Project Code #: \_\_\_\_\_

Fund	<u>240-084</u>	\$	<u>584,848.00</u>	Actual	<input type="checkbox"/>	Not to exceed	<input checked="" type="checkbox"/>
Fund	_____	\$	_____	Actual	<input type="checkbox"/>	Not to exceed	<input type="checkbox"/>

If not budgeted, how will this expense be funded? \_\_\_\_\_

**Grants/Contracts:**

Federal  State  Other  \_\_\_\_\_  
CFDA # (Federal grants only) 10.904 State # \_\_\_\_\_  
Fund 240-084 \$ 810,672.00  
Matching funds required?  Yes  No Fund \_\_\_\_\_ \$ \_\_\_\_\_

**5. Legal Review:** Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes  No

Date of County Attorney approval: 25 February 2021

**6. Board of Supervisors action taken:**

Approved  Amended  Disapproved  Tabled

**Original backup documentation must accompany this form!**

## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”), effective this 23<sup>rd</sup> day of March, 2021, is by and between ATKINS NORTH AMERICA, INC., having offices at 4030 West Boy Scout Boulevard, Ste. 700, Tampa, Florida 33607 (“ATKINS”), and Greenlee County, having offices at 253 5<sup>th</sup> Street, Clifton, Arizona 85533 (“Client”). Hereinafter, ATKINS and Client shall be collectively referred to as the “Parties” or individually referred to as a “Party.”

### **ARTICLE 1 – SCOPE OF SERVICES**

- 1.1 ATKINS shall provide to Client the requested professional services as described herein at Attachment A.
- 1.2 In performing its work under this Agreement, ATKINS shall perform its services to the standard of care of a reasonable professional that is performing the same or similar work, at the same time and locality and under the same or similar conditions faced by ATKINS (Standard of Care).
- 1.3 ATKINS’ services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the project.
- 1.4 It is understood and agreed that ATKINS’ services under this Agreement do not include participation in or support for any litigation. Should such services be required, a Supplemental Agreement may be negotiated between the Client and ATKINS describing the services desired and providing a basis for compensation to ATKINS.
- 1.5 If any change proposed by the Client to the requested professional services described in Attachment A causes an increase or decrease in the cost and/or time required for performance of this Agreement, ATKINS shall notify the Client and the change will be reduced to writing mutually agreed to by both parties and will modify this Agreement accordingly.

### **ARTICLE 2 – COMPENSATION**

- 2.1 The compensation to be paid to ATKINS for providing the requested services shall be (if additional pages are necessary, they are identified as Attachment B): Check the applicable box below.

“Time & Materials” identified in Attachment B. Time - Actual or averaged labor rate fully burdened with overhead and profit. Material - travel, materials or equipment, printing and reproduction costs, and survey supplies.

A “Fixed Price” (Lump Sum) amount of \$ [Click or tap here to enter text.](#) paid in accordance with Attachment B.

“Unit Rates”/“Unit Prices” identified in Attachment B.

(Unit Rate/Price includes the cost of fully loaded labor, expenses, equipment, inclusive of profit.)

Other - Identified in Attachment B

- 2.2 If ATKINS’ Services under this Agreement are delayed, suspended, or interrupted for reasons beyond ATKINS’ control, ATKINS’ schedule shall be equitably adjusted at the time of performance.

- 2.3 RETAINER (Check box below if applicable)

Client shall pay a retainer to ATKINS for the Services described herein in the amount of \$ [Click or tap here to enter text.](#) This fee shall be payable in advance upon contract signing. This retainer is non-refundable. ATKINS shall bill first to the retainer. Upon depletion of the retainer, Client shall pay additional fees, if any, upon presentment of an invoice as provided for herein.

- 2.4 Client hereby acknowledges that ATKINS cannot warrant that any cost estimates provided by ATKINS will not vary from actual costs incurred by the Client



- 2.5 It is understood and agreed that ATKINS' services under this Agreement are limited to those described in Article 1 hereof (and Attachment A) and do not include participation in or control over the operation of any aspect of the project. Compensation under this Agreement does not include any amount for participating in or controlling any such operation.

### **ARTICLE 3 – INVOICE PROCEDURES AND PAYMENT**

- 3.1 ATKINS shall submit invoices to the Client for work accomplished during each financial month, unless otherwise required by the scope/compensation for this Agreement. For services provided on a Fixed Price basis, the amount of each monthly invoice shall be determined on the "percentage of completion method" whereby ATKINS will estimate the percentage of the total work (provided on a Fixed Price basis) accomplished during the invoicing period. Invoices may include, separately listed, any charges for services for which time charges and/or unit costs may apply. Such invoices shall also include, separately listed, any charges for Professional Associates and reimbursable costs. Such invoices shall be submitted by ATKINS as soon as practicable after the end of the calendar month in which the work was accomplished. Within fourteen (14) working days from the date of CLIENT's receipt of an invoice, the CLIENT shall notify ATKINS in writing of alleged inaccuracies, discrepancies, errors in the invoice, or the need for additional backup. Where the method of payment is based on a time and materials, unit rates/unit price, or other hourly based compensation, time segment for charging of work shall be based on actual time charged.
- 3.2 The Client, as owner or authorized agent for the owner, hereby agrees that payment as provided herein will be made for said work within 30 days from the date the invoice for same is mailed to the Client at the address set out herein or is otherwise delivered, and, in default of such payment, hereby agrees to pay all costs of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. The Client hereby acknowledges that unpaid invoices shall accrue interest at the maximum rate allowed by law after they have been outstanding for more than 30 days. ATKINS reserves the right to suspend all services on the Client's project without notice if an invoice remains unpaid 45 days after date of invoice. This suspension shall remain in effect until all unpaid invoices are paid in full, and ATKINS shall not have any liability to Client for delays or damages caused by Client's untimely or unpaid payments.

### **ARTICLE 4 – DOCUMENTS**

- 4.1 Upon full payment of all sums due ATKINS under this Agreement and upon performance of all CLIENT's obligations under this Agreement, all original sketches, tracings, drawings, computations, details, design calculations, and other documents and plans that result from ATKINS' services under this Agreement shall become the property of the CLIENT. Provided, however, that none of the documents or materials are intended or represented by ATKINS to be suitable for reuse by the CLIENT, or others on any extension of the project or on any other project. Any reuse without written verification or adaptation by ATKINS for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to ATKINS and CLIENT shall defend and indemnify ATKINS for any costs or liability arising from such use. Notwithstanding anything to the contrary, ATKINS shall retain ownership of its standards, design specifications, databases, computer software and any other of ATKINS' proprietary property.

### **ARTICLE 5 – NO WARRANTY**

- 5.1 ATKINS makes no warranties, expressed or implied, or arising by operation of the law or course of performance, custom, usage in the trade or profession, including without limitation the implied warranties of merchantability and fitness for a particular purpose.

### **ARTICLE 6 – LIMIT OF LIABILITY**

- 6.1 The limit of liability of ATKINS to the Client for any cause or combination of causes shall be, in total amount, limited to the fees paid under this Agreement.



**ARTICLE 7 – MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES**

**7.1** NOTWITHSTANDING ANYTHING TO THE CONTRARY, ON BEHALF OF THEMSELVES, THEIR GOVERNING OFFICERS AND EMPLOYEES, THE PARTIES WAIVE ALL CLAIMS AGAINST EACH OTHER FOR INDIRECT OR CONSEQUENTIAL LOSSES OR DAMAGES, AND PUNITIVE DAMAGES, WHETHER ARISING IN CONTRACT, WARRANTY, TORT, NEGLIGENCE, STRICT LIABILITY, OR OTHERWISE, INCLUDING BUT NOT LIMITED TO LOSSES OF PROFITS, USE, EXCESS CONSTRUCTION COSTS, ALTERNATIVE MEANS OR METHODS, OR LOSSES OF FUNDING.

**ARTICLE 8 – CONSTRUCTION SERVICES**

**8.1** If, under this Agreement, professional services are provided during the construction phase of the project, ATKINS shall not be responsible for or have control over means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work.

**8.2** ATKINS does not guarantee and shall have no liability for the failure of contractors performing construction work to comply with any construction schedules or any plans or specifications or to perform the work to contract prices or to achieve anticipated construction costs.

**ARTICLE 9 – INSURANCE**

**9.1** ATKINS shall at all times carry Workers' Compensation insurance as required by statute, commercial general liability insurance including bodily injury and property damage; automobile liability coverage; and professional liability coverage. Insurance certificates will be provided to the Client upon request.

**9.2** Client agrees to require that ATKINS be named as an additional insured on insurance coverages provided by contractors on the project.

**ARTICLE 10 – ASSIGNMENT**

**10.1** Neither the Client nor ATKINS will assign or transfer its interest in this Agreement without the written consent of the other, which shall not be unreasonably withheld.

**ARTICLE 11 – SUBSURFACE INVESTIGATIONS**

**11.1** In soils, foundation, groundwater, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect total cost and/or execution of projects. These conditions and cost/execution effects are not the responsibility of ATKINS.

**ARTICLE 12 – CLIENT-FURNISHED DATA**

**12.1** CLIENT will provide to ATKINS reasonably available data in CLIENT's possession pertinent to ATKINS' Services. ATKINS will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CLIENT.

**ARTICLE 13 – ACCESS TO FACILITIES AND PROPERTY**

**13.1** CLIENT will make its facilities accessible to ATKINS as required for ATKINS' performance of its services and will provide labor and safety equipment as required by ATKINS for such access. CLIENT will perform, at no cost to ATKINS, such tests of equipment, machinery, pipelines, and other components of CLIENT's facilities as may be required in connection with ATKINS' services.

**ARTICLE 14 – NO THIRD-PARTY BENEFICIARIES**

- 14.1** Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any third party. It is expressly understood and agreed that the enforcement of these items and conditions shall be reserved to Owner and ATKINS. Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any third person. It is the express intent of Owner and ATKINS that any such person or entity, other than Owner and ATKINS, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary.

**ARTICLE 15 – SUSPENSION, TERMINATION, OR ABANDONMENT**

- 15.1** In the event the Scope of Services described in Attachment A, or the services of ATKINS called for under this Agreement, is/are suspended, canceled, terminated or abandoned by the Client, ATKINS shall be given fifteen (15) days prior written notice of such action and shall be compensated for the professional services provided up to the later of (1) the date of termination notice, or (2) date of final project closeout, notice of suspension, termination, cancellation or abandonment in accordance with the provisions of this Agreement for all work performed up to such date of suspension, termination, cancellation or abandonment, including reimbursable expenses. ATKINS shall also have the right to terminate for convenience upon giving fifteen (15) days prior written notice to Client, and shall be compensated for the professional services provided up to the later of (1) the date of termination notice, or (2) date of final project closeout, including reimbursable expenses.
- 15.2** If Client seeks to terminate the Agreement for cause, ATKINS shall be given an opportunity to develop a plan to cure any declared default within fifteen (15) calendar days from the date of written notification.

ATKINS may terminate this Agreement for cause by giving Client fifteen (15) days written notice of the cause and fifteen (15) days in which to cure the cause or breach. ATKINS shall be compensated for all work performed up to the date of termination.

**ARTICLE 16 – WAIVER**

- 16.1** Any failure by ATKINS to require strict compliance with any provision of this contract shall not be construed as a waiver of such provision, and ATKINS may subsequently require strict compliance at any time, notwithstanding any prior failure to do so.

**ARTICLE 17 – NOTICES**

- 17.1** All notices, certifications or acknowledgments given under this Agreement shall be in writing and delivered personally or sent by registered mail, reputable overnight courier service, telegram, fax or other confirmed electronic means. Such notices shall be effective upon receipt by the addressee. Notices to ATKINS shall be sent to:

ATKINS

Atkins North America, Inc.  
16430 N. Scottsdale Road  
Suite 250  
Scottsdale, AZ 85254  
Attention: Linda Potter, Project Director

Notices to Client shall be sent to:

Greenlee County  
235 5<sup>th</sup> Street  
Clifton, AZ 85533  
Attention: Derek Rapier, County Administrator

**ARTICLE 18 – HAZARDOUS WASTE, MATERIALS OR SUBSTANCES**

**18.1** Unless otherwise specifically provided in this Agreement, ATKINS shall not be responsible for or have control over the discovery, presence, handling, removal, transport or disposal of hazardous waste, materials or substances in any form on the project site.

**ARTICLE 19 – DISPUTE RESOLUTION**

**19.1** If a dispute arises out of or related to this Agreement or the breach thereof, the parties will attempt to settle the matter between themselves. If no agreement can be reached the parties agree to use mediation with a mutually agreed upon mediator before resorting to a judicial forum. The cost of a third-party mediator will be shared equally by the parties. In the event of litigation, the prevailing party will be entitled to reimbursement of all reasonable costs and attorneys' fees. The parties mutually agree that a similar dispute resolution clause will be contained in all other contracts executed by Client concerning or related to this contract and all subcontracts executed by ATKINS.

**ARTICLE 20 – GOVERNING LAW**

**20.1** This Agreement shall be governed by and construed according to the laws of the State where the situs of the work is located.

**ARTICLE 21 – LIMITED COPYRIGHT LICENSE**

**21.1** ATKINS grants Client a paid-up, non-transferable, non-exclusive license to make or have made copies of any copyrightable materials delivered under this Agreement and specifically marked by ATKINS as "Reproduction Authorized."

**ARTICLE 22 – INTELLECTUAL PROPERTY**

**22.1** With the sole exception of specifically marked reproducible materials subject to the Limited Copyright License herein, all worldwide right, title and interest in and to any and all Intellectual Property conceived, invented, authored or otherwise made by or pursuant to this Agreement shall remain the sole and exclusive property of ATKINS, its successors and assigns unless licensed or assigned by ATKINS pursuant to a separate written instrument. The term "Intellectual Property" shall be construed broadly to include all forms of intellectual property including without limitation all: inventions, discoveries, designs, plans, improvements, trademarks, service marks and copyrights in drawings, computer programs, architectural works, and in all other original works of authorship.

**ARTICLE 23 – FORCE MAJEURE**

**23.1** ATKINS shall not be responsible for delays or failures in performance resulting from acts beyond its reasonable control. Such acts shall include, but not be limited to, acts of God, strikes, acts of war, epidemics, Government regulations superimposed after the fact, fire, communication line failures, power failures, earthquakes, acts of terrorism, or other disasters. Time of performance and compensation to ATKINS shall be adjusted appropriately for any such event.

**ARTICLE 24– NO INDIVIDUAL LIABILITY**

**24.1** PURSUANT TO FLORIDA STATUTES, SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF ATKINS MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

**ARTICLE 25 – PERMITTING**

**25.1** In cases where the scope of services requires ATKINS to submit, on behalf of the Client, a permit application and/or approval by a third party to this contract, ATKINS does not make any warranties, guarantees or representations as to the success of our effort on behalf of the Client. Payment for services rendered by ATKINS is not contingent upon the successful acquisition of these permits. ATKINS shall not be responsible for Regulatory Agency delays.

**ARTICLE 26 – SEVERABILITY**

**26.1** In the event any term or provision of this Agreement or applicable contract document is held invalid, void or otherwise unenforceable, the remainder of the Agreement or contract document shall not be affected, impaired or invalidated. Each remaining term and provision of the Agreement or contract document shall be valid and enforceable to the fullest extent permitted by law.

**ARTICLE 27 – RECORD DRAWINGS**

**27.1** Record drawings, if required, will be prepared, in part, on the basis of information compiled and furnished by others, and may not always represent the exact location, type of various components, or exact manner in which the Project was finally constructed. ATKINS is not responsible for any errors or omissions in the information from others that is incorporated into the record drawings.

**ARTICLE 28 – ENTIRE AGREEMENT AND MODIFICATIONS**

**28.1** This Agreement and the Attachments incorporated by reference contain the entire understanding between the Parties, superseding all prior or contemporaneous communications, agreements, and understandings between the Parties with respect to the subject matter hereof. This Agreement may not be modified in any manner except by written amendment executed by both Parties.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed by their duly authorized representatives as of the day and year first above written.

**ATKINS NORTH AMERICA, INC.**

BY: \_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

**[CLIENT]**

BY: \_\_\_\_\_  
NAME: Richard Lunt  
TITLE: Chairman of the Board  
DATE: \_\_\_\_\_



**ATKINS**

Member of the SNC Lavalin Group

**ATTACHMENT A  
SCOPE OF SERVICES**

**STATEMENT OF WORK**

**Preparation of**

**FRANKLIN/DUNCAN WATERSHED PLAN**

**and**

**ENVIRONMENTAL ASSESSMENT**

**for the**

**Franklin/Duncan Watershed Improvement Project**

**Grantee, Sponsor and Contracting Authority:**

**Greenlee County Flood Control District**

**253 5<sup>th</sup> Street**

**Clifton, AZ 85533**

**Grantor:**

**Arizona State Office**

**Natural Resources Conservation Service**

**230 N 1st Avenue, Suite 509**

**Phoenix, AZ 85003**

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## STATEMENT OF WORK

### 1.0 BACKGROUND

The Greenlee County Flood Control District (GCFCD) and the United States Department of Agriculture (USDA)-Natural Resources Conservation Service (NRCS) require a Watershed Plan and Environmental Assessment (Plan/EA) for the Franklin/Duncan Watershed located in Hidalgo County and Grant County, New Mexico and Greenlee County, Arizona. The authority for preparation of the Plan/EA is the Watershed Protection and Flood Prevention Act (Public Law 83-566).

GCFCD is the sponsoring local organization, and the contracting authority for this planning effort. GCFCD is a tax-levying district that provides flood control systems for Greenlee County. The county's Board of Supervisors functions as the board of directors for the GCFCD.

The NRCS is providing technical and financial assistance to GCFCD (hereafter referred to as Sponsor) for preparation of the Plan/EA. The Sponsor is the contracting authority and will award a contract to a Contractor and issue task orders for this purpose. The Contractor shall coordinate closely with GCFCD and NRCS for preparation of the Plan/EA.

The Franklin/Duncan Watershed Improvement Project Area of Interest includes the following Hydrologic Unit Codes:

Code 15040002-	Name	Total Area (Acres)	Area within Study Limits (Acres)
0704	Horseshoe Wash	24,728	24,728
0705	Round Mountain Draw	26,442	26,442
0706	Coyote Wash	19,724	19,724
0707	Upper Railroad Wash	33,079	33,079
0708	Lower Railroad Wash	23,319	23,319
0709	Moore Canyon—Gila Wash	37,238	2,173
0710	Rainville Wash—Gila River	23,345	23,345
0711	Woods Canyon—Gila River	39,152	5,530
TOTAL PROJECT AREA (Acres):			<b>158,340</b>

Reference Attachment 1 for additional detail on project boundaries and extents.

Franklin is an unincorporated community located in southern Greenlee County adjacent to US Highway 70, approximately 3 miles south-southeast of Duncan. The entire community of Franklin falls inside the Project Area of Interest.

Duncan is an incorporated town along the Gila River in southern Greenlee County about four miles west of the Arizona-New Mexico border. The town limits are on both sides of the Gila River.

The Duncan/Franklin area is prone to flooding from the Gila River and its tributaries. The Plan/EA will examine alternatives to reduce flooding, minimize upslope erosion, minimize sediment transport, restore and maintain drainage capacity, and avoid transportation interruptions. Specific actions may include the rehabilitation of riparian and upland drainage structures, implementation of infiltration systems, rehabilitation of upland structures to provide detention and sediment storage, and reduction of non-native riparian plant species.

The NRCS Watershed Program requires the development of a physically, environmentally, socially, and economically sound improvement plan. A Plan/EA will be developed as the first component of the Project. Measures to be proposed and evaluated in the Plan/EA will be considered with public input and prioritized through the Sponsor and NRCS.

## **2.0 GENERAL**

The Plan/EA shall be prepared in accordance with the Watershed Protection and Flood Prevention Act (Public Law 83-566), the National Environmental Policy Act (NEPA), the Principles and Requirements for Federal Investments in Water Resources (PR&G), the NRCS National Watershed Program Manual (NWPM) and National Watershed Program Handbook (NWPH), and all other applicable laws, regulations, and policies. All planning activities shall be conducted in coordination with the Sponsor and NRCS. NRCS has provided the attached Plan/EA Handout provided by the NRCS National Watershed Management Center (NWMC) which provides further guidance regarding the Plan/EA process and report development.

For planning purposes, it is assumed that an Environmental Assessment (EA) will be sufficient and that an Environmental Impact Statement (EIS) will not be required. This assumption will be revisited once the purpose and need as well as the detailed alternatives have been formulated.

### 3.0 SCHEDULE AND COORDINATION

#### 3.1 SCHEDULE

All tasks for this SOW shall be completed within eighteen (18) months of the Notice to Proceed (NTP). Contractor shall develop a proposed schedule for implementation of this SOW using a chart (e.g. Gantt chart) that contains the beginning and end dates for each major task, completion dates for all required submittals, and coordination meeting dates. Contractor shall submit the proposed schedule to the Sponsor and NRCS for review and acceptance within ten days of the NTP. Contractor shall submit an updated schedule to the Sponsor and NRCS monthly.

While developing the project schedule, the Contractor shall take into consideration the NRCS Plan/EA review process which is summarized below and should take approximately six months (review times shown are typical times however they could change based on NRCS workload at the time of submittal):

- Preliminary Plan/EA – 1st Submittal
  - Review by NRCS Arizona State Office (AZ SO): 2 - 4 weeks
  - Schedule comment resolution meeting, if needed
  - Comments responses to be finalized by Contractor
  - NRCS AZ SO to review comment responses, 1 - 2 weeks
  
- Preliminary Plan/EA – 2nd Submittal
  - Review by NRCS National Watershed Management Center (NWMC): 4 weeks
  - Teleconference with NWMC to clarify comments, if needed
  - Comments to be addressed by Contractor
  - NRCS AZ SO to review comment responses: 1 -2 weeks
  
- Draft Plan/EA – 1st Submittal
  - cursory review by NRCS National Headquarters (NHQ): 2 - 4 weeks
  - Comments, if any provided, to be addressed by Contractor
  - NRCS AZ SO to review comments responses, if any, 1-2 weeks
  
- Draft Plan/EA – 2nd Submittal
  - Review by Public and Agencies – 4 Weeks (concurrent review by NRCS AZ SO)
  - Comments to be addressed by Contractor
  - NRCS AZ SO to review comment responses: 1 - 2 weeks
  
- Final Plan/EA – 1st Submittal (No signatures)
  - NRCS NHQ Review – 4 Weeks (concurrent review by NRCS AZ SO)

- Comments to be addressed by Contractor
- NRCS AZ SO to review comment responses, 1 - 2 weeks
- Final Plan/EA – 2nd Submittal
  - To be sent out for signatures
  -

NOTE: Submittals to NRCS NWMC and NHQ will be done through the NRCS AZ SO.

### 3.2 PROJECT MANAGERS

The Contractor has designated a Project Manager as shown below. The Project Manager shall be the official point of contact between the Contractor and the Sponsor and NRCS regarding issues of scope interpretation, project performance, schedule, and the resolution of review comments. The preferred method for communications is electronic mail.

#### CONTRACTOR:

Name: Linda Potter, PE, CFM  
 Title: Project Director  
 Company: Atkins North America, Inc.  
 Phone: (480) 538-1545  
 Email: linda.potter@atkinsglobal.com

#### SPONSOR:

Name: Reed Larson, PE  
 Title: County Engineer / Floodplain Administrator  
 Company: Greenlee County Flood Control District  
 Phone: (928) 865-4762  
 Email: rlarson@greenlee.az.gov

#### NATURAL RESOURCES CONSERVATION SERVICE:

Name: David Beyman, PE  
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 Company: USDA-NRCS  
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### 3.3 KICK-OFF MEETING

The Contractor will coordinate and participate in a project kick-off meeting between Sponsor, NRCS, and cooperating agencies. The Contractor will prepare and distribute the agenda for the meeting two

(2) calendar days prior to the meeting. The agenda should include items like project goals, project schedule, and list of potential issues to be discussed. The Contractor shall budget time for NRCS to provide a presentation on the Plan/EA process. The Contractor will distribute meeting minutes not later than five (5) calendar days after the meeting.

### **3.4 COORDINATION MEETINGS**

Monthly coordination meetings between the Contractor, Sponsor, NRCS, and cooperating agencies shall be held for the duration of the SOW. Contractor shall make meeting arrangements. A meeting agenda shall be submitted two (2) calendar days prior to the meeting and meeting minutes shall be submitted not later than five (5) calendar days after the meeting.

### **3.5 PROGRESS REPORTS**

Contractor shall prepare and submit to the Sponsor and NRCS monthly progress reports that briefly discuss project activities and contain the following:

- A description of the significant work accomplished during the reporting month, including approximate percent completed.
- A description of the work to be accomplished in the following month.
- A description of any issues encountered, and actions taken.

### **3.6 INVOICES**

Contractor shall submit invoices to the Sponsor monthly. Contractor shall maintain a spreadsheet in support of the invoices indicating the personnel and hours worked, the amounts previously billed, the amount currently being billed, and the amount remaining. Contractor shall submit to the Sponsor the updated spreadsheet whenever an invoice is submitted.

### **3.7 OUT-OF-SCOPE ITEMS**

Contractor shall notify the Sponsor in writing of any potential work that is not within the SOW prior to the start of any such out-of-scope work. Contractor has sole responsibility to assure that no additional services beyond the SOW commences without written authorization from the Sponsor.

## **4.0 DATA COLLECTION AND ANALYSIS**

### **4.1 DATA COLLECTION GENERAL**

Contractor shall collect and review existing data and information concerning the study area from the Sponsor and NRCS and other appropriate agencies. Data collected shall include available information and reports on the soils and geology, hydrology and hydraulics, biological resources, cultural resources, demographics, and other resources associated with the study area. The data collection effort will include one site visit.

### **4.2 SOILS AND GEOLOGICAL ANALYSIS**

Contractor shall collect available soil and geological data and prior related investigations for the study area. Data shall include soil and geologic maps and other applicable information. Contractor shall analyze and summarize existing data and reports and develop recommendations regarding any new or updated planning-level soil and geological investigations that are needed for development of the Plan/EA. Contractor shall research lithologic logs and well logs in the area to determine subsurface strata.

### **4.3 HYDROLOGY AND HYDRAULICS ANALYSIS**

Contractor shall collect available hydrologic and hydraulic (H&H) data and prior related investigations for the study area. Data shall include precipitation studies, hydraulic evaluations, and other applicable information. Contractor shall analyze and summarize existing data and reports and develop recommendations regarding any new or updated planning-level H&H investigations that are needed for development of the Plan/EA.

A two-dimensional hydrologic and hydraulic model will be created for the entire watershed, using HEC-RAS 6.0, or other agreed-upon modeling software. The software should be robust enough to accurately reflect and model the watershed in its current configuration, with proposed alternative(s) in varying arrangements and sequence, ability to model varying storm events (4-hr, 10-hr, 24-hour), storage/detention capability, sediment transport, and be able to transition over into a design phase (so as to not require duplicate efforts).

Characteristics/features of the modeling effort will include:

- Return intervals modeled will be the 2-, 5-, 10-, 25-, 50-, 100-, and 500-year events.
- Two-ft interval topography is available from existing sources for all of the watershed and will be supplied to the Contractor. In areas where the topographic data is deemed inadequate, new or supplementary topographic data will be generated by or for the Contractor.

- Hydrology will be developed using rain-on-grid, in addition to inflow hydrographs from the Gila River system.
- One model will be created for the entire watershed and the cell size will be selected to limit the model elements to less than 1.5 million grid elements. However, if the results are determined to be inaccurate, the watershed may be divided up into multiple sections for ease and resolution of modeling. The County and NRCS will be consulted prior to dividing the model.
- Culverts and bridges will be analyzed as follows: hydro-enforced/open conveyance through bridge and significant structures or ignored for culverts (assumed to overtop).
- The topography will be used for the current, existing conditions, and fill/levee breach scenarios will not be considered.
- Sediment transport modeling will be performed for the watershed using HEC-RAS 6.0 on a 2D/gridded basis. Three surface soil samples will be collected for laboratory analyses for grain size and Atterberg limits to inform sediment modeling. The samples will be collected during the initial field visit.

#### **4.4 BIOLOGICAL RESOURCES ANALYSIS**

Contractor shall collect available biological resources data and prior related investigations for the study area. Data shall include plant and wildlife inventories, threatened and endangered species and critical habitat within the study area, and other applicable information. Contractor shall analyze and summarize existing data and reports and develop recommendations regarding any new or updated planning-level biological investigations that are needed for development of the Plan/EA.

#### **4.5 CULTURAL RESOURCES ANALYSIS**

Contractor shall collect available cultural resources data and prior related investigations for the study area. Data shall include cultural resources inventories and other applicable information. Areas with a high probability for archeological resources will be identified for the selected alternatives and constraints will be identified using existing cultural resources data. Contractor shall analyze and summarize existing data and reports and develop recommendations regarding any new or updated planning-level cultural resources investigations that are needed for development of the Plan/EA.

#### **4.6 SOCIAL AND DEMOGRAPHICS ANALYSIS**

Contractor shall collect available social and demographics data and reports for the study area. Contractor shall analyze and summarize US Census Data for the study area and develop a discussion on population and demographic characteristics. Contractor shall include information on racial and ethnic populations and limited income populations in the study area.



#### **4.7 PURPOSE AND NEED FOR ACTION**

Working closely with the Sponsor, the Contractor will lead a structured process to generate a statement that concisely describes the Purpose and Need for the Project. The statement shall meet the criteria set forth in NWPM 501.34 and NWPH 601.34. After review by all internal parties, the Sponsor will provide this Purpose and Need statement to the NRCS and cooperating agencies for review. The Lead Agency will distribute an MOU defining the process for cooperating agency and obtain agency commitments. After addressing the comments that are received, the Sponsor will distribute the final Purpose and Need statement.

#### **4.8 DATA COLLECTION AND ANALYSIS MEMORANDUM**

##### **4.8.1 Draft Memorandum.**

Contractor shall prepare a Draft Data Collection and Analysis Memorandum listing all existing data and information collected with brief descriptions and sources. The memo shall also identify any significant data gaps and recommendations regarding any new or updated planning-level investigations that are needed for development of the Plan/EA. Contractor shall submit the Draft Memorandum and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to six hard copies shall be provided upon request.

##### **4.8.2 Final Memorandum.**

Contractor shall address comments received from the Sponsor and incorporate into a Final Data Collection and Analysis Memorandum. If necessary, the contractor shall schedule a comment resolution meeting to discuss comments with review team. Contractor shall submit the Final Memorandum and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to six hard copies shall be provided upon request.

## 5.0 CONSULTATION, COORDINATION, AND PUBLIC PARTICIPATION

Contractor shall facilitate consultation with the appropriate Federal, State or Tribal governments and other agencies and entities. Contractor shall assist Sponsor and NRCS to develop a potential cooperating agency list and submit invitation letters. Contractor shall coordinate with the Sponsor to arrange for and facilitate two public meetings during development of the Plan/EA (see Section 5.3).

Approximately 50 potential cooperating and consulting agencies and stakeholders are expected, which include:

- U.S. Army Corps of Engineers, LA District
- Federal Emergency Management Agency, Region IX
- U.S. Fish and Wildlife
- U.S. Department of Agriculture
- U.S. Environmental Protection Agency
- U.S. Bureau of Land Management
- Gila River Indian Community
- Gila Watershed Partnership
- Franklin Irrigation District
- Gila Valley Irrigation District
- Town of Duncan
- Arizona Department of Transportation
- Arizona Department of Environmental Quality
- Arizona Department of Water Resources
- Arizona Game and Fish
- Arizona Geological Survey
- Arizona State Land Department
- Arizona State Parks Department
- Arizona State Historic Preservation Office
- Arizona Department of Emergency Management and Military Affairs
- Greenlee County Public Works Department
- Private landowners/associations – assume approximately 10 additional private stakeholders
- Other, TBD (assume approximately 10 additional stakeholders TBD)

It is assumed that each cooperating and consulting agency as well as other stakeholders will provide internally reconciled comments to deliverables as defined in the project schedule. The NRCS will provide guidance to reconcile conflicting comments. For budgeting purposes, it is assumed that no more than 500 comments will be submitted as a result of the public meetings. The primary method to resolve comments prior to their inclusion in the EA as appropriate will be a comment response matrix.

## **5.1 CONSULTATION**

Contractor shall facilitate consultation with the appropriate Federal, State or Tribal governments and other agencies and entities as early as possible in the process. Consultations shall follow guidance in NWPM 501.2 and NWPH 601.2. The Sponsor and NRCS shall be involved in any formal meetings and/or discussions with appropriate agencies and entities. The Contractor shall document the meetings and/discussions through meeting minutes. It is assumed that a maximum of 10 additional formal meetings will be held (not including other meetings specifically mentioned in this Scope of Work).

## **5.2 COOPERATING AGENCIES**

Contractor shall assist Sponsor and NRCS to develop a potential cooperating agency list and submit invitation letters. Throughout the planning process the Contractor will ensure that cooperating agencies stay up to date on the planning process and are aware of all meetings, tasks, submittals, etc. This task shall follow the guidance of NWPM 501.3 and NWPH 601.3. The NRCS will be responsible for the creation of a memorandum of understanding (MOU) for any and all cooperating agencies. This MOU will define their responsibilities and deadlines.

## **5.3 PUBLIC MEETINGS**

Contractor shall provide pertinent presentations, exhibits, and handouts for the public meetings. Contractor shall prepare sign-in sheets and summary notes of each public meeting. Contractor shall prepare and submit to the Sponsor a "Public Participation Notebook" to contain all information concerning the meetings, such as: presentations, exhibits, handouts, public notices, sign-in sheets, notes, and any other pertinent material. This task shall follow the guidance in NWPM 501.24 and NWPH 601.24. The sponsor may have as many public meetings as they deem appropriate for their internal processes however NRCS requires at least the following two (2) meetings as part of the planning process:

### **5.3.1 Public Meeting No. 1.**

This meeting shall be held during preliminary planning. The purpose of the meeting is to inform the public about the planning effort and to scope issues to be considered during development of the Plan/EA.

### **5.3.2 Public Meeting No. 2.**

This meeting shall be held following submittal of the Draft Plan/EA. The purpose of the meeting is to present the alternatives process, the selected alternatives and the preferred alternative and to invite comments.

Greenlee County will provide an ADA-compliant venue for the meetings and will publish meeting notices on their website and newspapers as/if required. Greenlee County will collect public comments from the meetings and forward to Contractor for compilation and responses. The primary method to resolve comments prior to their inclusion in the EA as appropriate will be a comment response matrix. The responses will be generated in a spreadsheet-type format and distributed via publication on the County's website. Individual responses will not be mailed or otherwise provided. It is assumed that no more than 50 comments will be received for each public meeting.

Each cooperating and consulting agency and other stakeholders will provide internally reconciled comments per the project schedule. The NRCS will provide guidance to reconcile conflicting comments.

## **6.0 PRELIMINARY ALTERNATIVES FORMULATION AND EVALUATION**

Contractor shall formulate and evaluate all reasonable, practicable preliminary alternatives to address the goal(s) of the Sponsor and to meet the purpose and need for action. A practicable alternative is one that meets the purpose and need and that is feasible from an engineering perspective. It is assumed that no more than 10 reasonable, practicable preliminary alternatives will be developed. These may include variations of an alternative category that are each technically an individual alternative or there may be different alternatives.

Contractor shall seek input from the Sponsor, NRCS and cooperating agencies for the initial formulation of alternatives as described in Section 6.1. Contractor shall document each preliminary alternative with a narrative description, preliminary cost estimate for implementation, and preliminary economics analysis based on NWPM, NWPH and PR&G guidance. Narratives shall identify strengths, weaknesses, opportunities and constraints of each alternative and shall document reasonings for removing certain alternatives from further study.

Detailed H&H, water, sediment, and erosion modeling will not be performed on the preliminary alternatives. General approximations necessary to determine the strengths, weaknesses, opportunities, and constraints will be developed, however detailed modeling will not be performed.

### **6.1 PRELIMINARY ALTERNATIVES FORMULATION**

Contractor shall develop an initial set of alternatives to be shared with the Sponsor, NRCS and cooperating agencies prior to the preliminary alternatives workshop. Contractor shall provide documentation for the different alternatives which shall include narrative description and general components. This documentation shall be submitted to the Sponsor, NRCS and cooperating agencies for review. During this time the reviewers are encouraged to provide proposals for alternatives to be considered by the project team.

### **6.2 PRELIMINARY ALTERNATIVES WORKSHOP**

Contractor shall arrange for and facilitate a half-day workshop with the Sponsor, NRCS and cooperating agencies to present the preliminary alternatives and select the alternatives for detailed study. The Contractor shall provide documentation to be reviewed by the Sponsor, NRCS and cooperating agencies a minimum of five (5) calendar prior to the workshop that includes narratives for each alternative, components, preliminary cost and preliminary economic analyses. The Contractor shall also develop a way for the participants of the workshop to rank the alternatives and provide guidance on how the ranking will be used to move alternatives to the detailed analysis. At the end of the workshop five alternatives, including the No Action alternative, will be advanced to the detailed analysis.

The data from the workshop will be presented in a tabular approach using readily available GIS data for the workshop as well as figures of the conceptual alternatives plus thematic maps to demonstrate effects. Effects will be quantified (such as “xx acres of impact”) to the extent possible. A ranking method will be developed, with voting performed by using a publicly available polling application or by manual voting forms.

### **6.3 PRELIMINARY ALTERNATIVES MEMORANDUM**

#### **6.3.1 Draft Memorandum.**

Contractor shall summarize the results of the preliminary alternatives evaluation and selection of the alternatives for detailed study in a Draft Preliminary Alternatives Memorandum. Contractor shall submit the Draft Memorandum and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. A hard deadline will be created for all reviewing agencies to provide comments. If comments are not provided within the specified time, it will be assumed that the reviewing agency has no comments. After the initial review request, one additional follow-up communication reminding the reviewing agency of the review deadline will be created, which is assumed to be one general communication to all, such as an email. A maximum of 20 hard copies shall be provided upon request.

#### **6.3.2 Final Memorandum.**

Contractor shall address comments received from the Sponsor and prepare a Final Preliminary Alternatives Memorandum. Contractor shall submit the Final Memorandum and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. A maximum of 20 hard copies shall be provided upon request.

## **7.0 SELECTED ALTERNATIVES EVALUATION**

Contractor shall further evaluate the maximum of five alternatives (including No Action) selected for detailed study. If each alternative contains multiple components, a maximum of 5 separate components in each alternative will be evaluated. Contractor shall document each selected alternative with an expanded narrative description, conceptual drawings, a refined cost estimate for implementation, and refined economic analysis. Narratives shall expand upon the strengths, weaknesses, opportunities and constraints of each alternative as derived from the categories of evaluation listed in Section 4.0. Narratives shall also describe the environmental effects of each alternative. This will be done by producing a tabular comparison using primarily GIS-generated data.

Contractor shall develop planning-level preliminary engineering designs to accurately define and evaluate selected alternatives for technical feasibility. Conceptual drawings shall provide a plan view and include approximate locations of structures and other features for each selected alternative. Contractor shall also develop a Summary and Comparison of Alternatives Table following guidance from NWPM 501.37, E. and the example in NWPH 606.21.

Contractor shall fully document the preferred alternative, including a detailed narrative description, the rationale for alternative preference, measures to be installed, mitigation features, permits and compliance, costs and cost sharing, installation and financing, operation and maintenance, and NRCS tables (refer to NWPM and NWPH for full requirements).

A site visit will be performed to the selected alternatives locations to verify the desktop surveys performed in Section 4.0. It is assumed that up to 5 specialists from the technical disciplines will attend the site visit, and that the visit can be accomplished in one day.

No additional topographic surveys will be performed during this phase. It is assumed that existing topographic/feature data supplied by the county is of sufficient detail to perform the selected alternatives evaluation and prepare conceptual designs.

The selected alternatives that include channelization, grade changes, detention or retention components will be modeled using the H&H model created under Section 4.3 to determine watershed effects. The five selected alternatives will be evaluated for sediment transport using the H&H model created under Section 4.3 (HEC-RAS 6.0).

## **7.1 ECONOMIC ANALYSIS**

Contractor shall expand on the economic analysis for the alternatives selected for detailed study along with the no-federal-action (future without project) alternative. Contractor shall complete a benefit-cost analysis for each alternative to evaluate the economic, social, and environmental effects

that are quantified (monetized and non-monetized) and those that are qualitative. Contractor shall identify the alternative that reasonably maximizes the net benefits. Contractor shall summarize and document the economic analysis using the guidance from NWPM 501.45, D. and NWPH 601.45, D. and shall submit this documentation to NRCS prior to meeting with the Economist.

Contractor shall consult with the Economist at the NRCS NWMC for assistance in clarifying the Economic Analysis policies and procedures consistent with applicable sections in the NWPM and NWPH as well as the PR&G which is to be used as the basis for the economic analysis. All communications with the NRCS NWMC shall be through the NRCS AZ SO.

## **7.2 PREFERRED ALTERNATIVE SELECTION WORKSHOP**

Contractor shall arrange for and facilitate a half-day workshop with the Sponsor and NRCS to present the results of the selected alternatives evaluation and to identify the preferred alternative for the Plan/EA. The Contractor shall provide documentation to be reviewed by the Sponsor, NRCS and cooperating agencies a minimum of five (5) calendar days prior to the workshop. Contractor shall also develop a way for the participants of the workshop to rank the alternatives and provide guidance on how the ranking will be used to select a preferred alternative.

## **7.3 SELECTED ALTERNATIVES MEMORANDUM**

### **7.3.1 Draft Memorandum.**

Contractor shall summarize the results of the selected alternatives evaluation and selection of the preferred alternative in a Draft Selected Alternatives Memorandum. Contractor shall submit the Draft Memorandum and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to 20 hard copies shall be made provided upon request.

### **7.3.2 Final Memorandum.**

Contractor shall address comments received from the Sponsor and prepare a Final Selected Alternatives Memorandum. Contractor shall submit the Final Memorandum and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to 20 hard copies shall be made provided upon request.



## **8.0 WATERSHED PLAN AND ENVIRONMENTAL ASSESSMENT DOCUMENT**

Contractor shall prepare the Plan/EA document for the Franklin/Duncan Watershed Improvement Project. The content of the Plan/EA shall be in accordance with the NWPM Part 501 Subpart D and NWPH Part 601 Subpart D. The format of the plan shall follow the plan outline format as shown in NWPM 501.31. The Plan/EA main report should be brief, concise, and written in nontechnical language (NWPM 601.30, A.). Methods, procedures, criteria and intensity of study should be included in Appendix D Investigations and Analysis Report, which is a standalone report with appropriate headings. See NWPM 501.45, D. and NWPH 601.45, D. for guidance. The most relevant information from the previously completed memorandums under this SOW should be transferred or summarized either in the main report or the Investigation and Analysis Report. These reports should not be included as appendices but can be referenced.

### **8.1 PRELIMINARY PLAN/EA**

Contractor shall prepare the Preliminary Plan/EA document. Documents will be submitted twice as follows:

#### **1st Submittal**

Contractor shall submit the document and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Hard copies shall be provided upon request. NRCS AZ SO review will follow the Watershed Plan Review Checklist for Technical and Policy Compliance document provided by the NRCS NWMC. The document is attached for reference. Comments received will be forwarded by the Sponsor to the Contractor. Contractor shall submit to the Sponsor written responses to the review comments. If necessary, the Contractor shall schedule a comment resolution meeting with the review team. Once the responses are concurred with, the Contractor shall incorporate applicable resolved comments into the Preliminary Plan/EA 2nd submittal.

#### **2nd Submittal**

Contractor shall submit the document and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Hard copies shall be provided upon request. The following shall also be submitted to NRCS AZ SO for submittal to NRCS NWMC for their review:

- Six (6) hard copies (bounded or with binder clip, no 3-ring binders)
- Electronic copy as a WORD document
- Please compress all photos/maps to minimize file size
- NWMC will provide comments in "track changes" in WORD

The review team will verify that comments from the previous review were addressed during this time. Comments received will be forwarded by the Sponsor to the Contractor. NRCS NWMC will make themselves available for a teleconference to provide clarification of comments to Contractor, if necessary. Contractor shall submit to the Sponsor written responses to the review comments. Once responses are concurred with, the Contractor shall incorporate applicable resolved comments into the Draft Plan/EA.

## **8.2 DRAFT PLAN/EA**

Contractor shall prepare the Draft Plan/EA document. Documents will be submitted twice as follows:

### **1st Submittal**

Contractor shall submit the document and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to 20 hard copies shall be provided upon request. NRCS AZ SO will forward the report to NRCS NHQ for a cursory review. During the cursory review NHQ will review the document for completeness per NRCS NWPM and NWPB guidelines. The review team will verify that comments from the previous review were addressed during this time. Comments received will be forwarded by the Sponsor to the Contractor. Contractor shall submit to the Sponsor written responses to the review comments. Once responses are concurred with the Contractor shall incorporate applicable resolved comments into the Draft Plan/EA 2nd submittal.

### **2nd Submittal**

Contractor shall submit the document and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to 20 hard copies shall be provided upon request. The Sponsor, in cooperation with the NRCS, will distribute the Draft Plan/EA for public and interagency review and comment. The review team will verify that comments from the previous review were addressed during this time. Comments received will be forwarded by the Sponsor to the Contractor. Contractor shall submit to the Sponsor written responses to the review comments. Once responses are concurred with the Contractor shall incorporate applicable resolved comments into the Final Plan/EA.

## **8.3 FINAL PLAN/EA**

Contractor shall prepare the Final Plan/EA document. Documents will be submitted twice as follows:

### **1st Submittal**

Contractor shall submit the document and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to 20 hard

copies shall be provided upon request. NRCS AZ SO will forward the report to NRCS NHQ for a programmatic review and approval.

Review team will verify comments from previous review were addressed during this time. Comments received will be forwarded by the Sponsor to the Contractor. Contractor shall submit to the Sponsor written responses to the review comments. Once the responses are concurred with the Contractor shall incorporate applicable resolved comments into the Final Plan/EA 2nd submittal.

### **2nd Submittal**

Contractor shall submit the document and supporting documentation to the Sponsor, NRCS and cooperating agencies in electronic format in both Microsoft Word and Adobe PDF. Up to 20 hard copies shall be provided upon request. Review team will verify comments from previous review were addressed during this time. Upon acceptance, the Sponsor, in cooperation with the NRCS, will distribute the Final Plan/EA to applicable parties for signatures. An index record will not be requested by NRCS.

## **9.0 DELIVERABLES**

Contractor shall submit all documents as detailed in respective sections. The final deliverables under this SOW shall include electronic media (e.g. USB drive) containing all final documents and all supporting documentation, if needed. Contractor shall submit all GIS shapefiles and tabular data to the County developed under this effort. No standard GIS formatting will be specified for this delivery.

## 10.0 SPONSOR AND NRCS DATA AND REFERENCES

The Sponsor and NRCS will provide to the Contractor any available GIS data, studies, reports, or references that may be useful to the Contractor in developing the Plan/EA. Examples include the following:

- Designs or studies of NRCS or federally funded water resources projects including projects that may be implemented in the foreseeable future
- Designs or studies of locally funded water resources projects including projects that may be implemented in the foreseeable future
- Floodplain analysis and related models
- Water quality studies
- Studies related to 303(d) lists or TMDLs
- Major Developments identified by the Sponsor within a five year time frame
- Local government comprehensive plans including land use, zoning, conservation and recreation and related GIS data
- Existing water rights information
- Impervious cover regulations by zoning
- Mailing lists for major stakeholders and potential cooperating agencies
- Habitat Conservation Plans or voluntary conservation measures established by the Sponsor or with their participation in the study area
- Natural and Cultural Resources Management Plan implemented by the NRCS or Sponsor within the Study Area
- Relevant Areawide Conservation Plans or Assessments and related GIS data
- Programmatic environmental agreements with the Federal agencies including the State Historic Preservation Office and U.S. Army Corps of Engineers
- Major utility locations (GIS format preferred)
- GIS or CAD format assessor's parcel information
- Topography in GIS or CAD format of the study area
- County and city parcel data
- Available data on agricultural trends and lands dedicated or largely used by agriculture
- Information on community irrigation systems
- GIS coverage of NPDES outlets and large diameter water and sewer pipelines
- NRCS National Engineering Manual
- NRCS National Watershed Program Manual
- NRCS National Watershed Program Handbook
- Principles and Requirements for Federal Investments in Water Resources
- USDA Guidance for Conducting Analyses Under the Principles, Requirements, and Guidelines for Water and Land Related Resources Implementation Studies

NRCS reference material pertinent to the preparation of the Plan/EA includes but is not limited to:

- NRCS National Engineering Manual
- NRCS National Watershed Program Manual
- NRCS National Watershed Program Handbook
- Principles and Requirements for Federal Investments in Water Resources
- USDA Guidance for Conducting Analyses Under the Principles, Requirements, and Guidelines for Water and Land Related Resources Implementation Studies

## 11.0 OPTIONAL TASKS

During the process of completion of this SOW, additional work may become necessary to complete the Plan/EA. Optional tasks must be authorized in writing by the Sponsor and concurred by NRCS based upon needs identified during development of the Plan/EA. If the Sponsor determines that additional work is needed the Contractor shall prepare and submit to the Sponsor a proposed Statement of Work and fee for review and approval.

Information may be discovered during the preliminary phases of this effort which may necessitate additional analyses. If significant new analyses are required, the Contractor shall inform the Sponsor as soon as practicable.

The following changes may necessitate a change to the Contractor's scope of work and budget:

- Significant changes in the purpose and need and alternatives to be analyzed after the Preferred Alternative Selection Workshop
- Significant changes in NRCS reference materials, NEPA, or related guidance
- New information, such as new listed species, between the Draft and Final EA.
- Quantities of copies, meetings, comments, etc. above the assumption limits specified in this Statement of Work.
- Changes in assumptions as specified in this Statement of Work.

Additional studies that may necessitate a change to the Contractor's scope of work and budget include:

- Absence and presence surveys for protected species
- Rare or noxious plant surveys
- Cacti or tree surveys
- Topographical surveys and boundary surveys
- Biological Assessment and formal consultation with USFWS
- Cultural resources field surveys, curation, and related analysis
- Phase I, II, or III Environmental Site Assessments
- Preparation of an Environmental Impact Statement and Supplemental Environmental Assessment
- Preparation of permit applications and associated mitigation plans
- Conditional Letter of Map Revision or Letter of Map Revision
- Detailed design of conceptual improvements
- Subsurface borings or excavations

## ATTACHMENTS

1. Franklin/Duncan Watershed Plan Exhibit
2. Franklin/Duncan Watershed Plan/EA Handout

**NOTE: Attachment 1 is not included with this electronic document due to the large file size. Attachment 1 is available by contacting the project sponsor.**



# NRCS 9 Step Planning Process Watershed Plan Document (Includes NEPA and PR&G)

Title 180, Part 600 – National Planning and Procedures Handbook, Subpart C – NRCS Planning Process

- 1 Cover
- 2 Abstract
- 3 Watershed Agreement
- 4 Table of Contents
- 5 Summary

Title 390 – National Watershed Program Handbook, Part 601 – Development of Watershed Project Plans, Subpart D – Project Plan Content and Format

## Phase I – Collection and Analysis

- 1. Identify problems and opportunities
- 2. Determine Objectives



- 6 Purpose and Need for Action
- 7 Scope of EA/EIS

- 3. Inventory Resources
- 4. Analysis Resource Data



- 8 Affected Environment

## Phase II – Decision Support

- 5. Formulate Alternatives



- 9.1 Description of Alternatives

- 6. Evaluate Alternatives



- 9.2 Comparison of Alternatives
- 10 Environmental Consequences

- 7. Make Decisions



- 11 Consultation, Coordination, Public Participation

- 12 The Preferred Alternative

## Phase III – Application and Evaluation

- 8. Implement the Plan

- 9. Evaluate the Plan

- 13 References
- 14 List of Preparers
- 15 Distribution List
- 16 Index
- 17 Appendices

## **Phase I – Collection and Analysis**

### **1) Scoping**

- a. Locally led planning process
- b. Involve all interested parties
- c. Identify problems
- d. Identify resource needs
- e. Identify data and inventory needs
- f. Compliance issues
- g. Identify potential solutions

#### **\*\*NOTE: Recommend facilitated meetings**

##### **A. Concern Identification:**

- Scoping should provide the planning team with a list of “Relevant” concerns and a subset of alternatives to be considered.
- The “Summary of Scoping” table requires that you identify relevant resource concerns related to the preliminary alternatives.
- A simple test to determine a concern’s “Relevancy” is to determine if it exists within the Area of Potential Effect (APE) of any of the alternatives. If the answer is yes then it should be considered relevant.
- When a resource concern is found to be not relevant, and sufficient rationale is provided, the concern can be eliminated from further consideration.

**See NWPH 606.19 Summary of Scoping—Example**

### **2) Purpose and Need for Action**

This section begins with a clear and concise summary statement of the purpose and need for the proposed action. A discussion will then follow providing sufficient information to adequately demonstrate the underlying need and purpose for the proposed action.

- a. The purpose should not be written so narrow that there is only one alternative that would meet the purpose.
  - The purpose of the project is to remove tamarisk and Russian olive shrubs/trees on 20,000 acres (TOO SPECIFIC; this pre-selects an alternative)

- The purpose of the project is to replace open irrigation ditch with HPDE pressurized pipeline (TOO SPECIFIC; how about lining ditches, combo of pipe and lining, PVC vs. HPDE, etc.?)
- b. The purpose should not be written so broad that either there are too many alternatives that could be considered or that the outcome would not be measurable.
  - The purpose of the project is to reduce sediment (TOO BROAD; if your multimillion dollar project reduced 1 pound of sediment, it would meet the purpose)
- c. Formulating the right purpose statement is like having the right math equation to solve a problem. It's important to get it right, so then your alternatives formulation and selection of the preferred alternative are appropriate.
- d. The Needs paragraph should document why we are doing this plan in the first place. Give specifics examples, with data (if possible); for example:
  - Over the past 20 years, 10 of those years were record high drought extremes over the 75 year period of record, resulting in xxx (fill in with some specifics).
  - Bullet on challenges Navaho Nation has addressing this purpose (could be economic, cultural, or other issues)
  - If you are addressing multiple resource concerns, you should have one or more "Needs" bullets supporting why those concerns are an issue.

**\*\*NOTE:** NWMC will review "Purpose and Need for Action" section prior to submittal of PlanEA.

### **3) Scope of the EA/EIS**

- Scoping is used to identify the significant issues to be analyzed in detail and to eliminate from detailed study the issues that are not significant.
- Detail and attention must be focused on connected and cumulative actions associated with the proposed action

***See exhibit "Resource Concerns for Scoping" NWRPH, Section 606.18, and "Summary of Scoping—Example" in section 606.19***

### **4) Affected Environment**

- Describe the current physical, biological, ecological, economic, and social conditions (in the affected area)
  - (1) Physical conditions, such as size and location, stream systems, climate, geology, soils, and topography. A brief cultural and historical overview should also be included.
  - (2) Ecological conditions, such as water quality, air quality, watershed or ecosystem health, species diversity and richness. The indicators used to establish conditions should be discussed.

(3) Economic and social conditions within the watershed. Discuss the major social, cultural, and political factors that may influence major changes in land use or management of the soil, water, air, plant, or animal resources. Include only those items that would, if realized, affect the various alternatives being considered. If none are anticipated, it should be stated. A discussion of population centers and transportation infrastructure should be included.

(4) Present and future general land cover and uses (using the categories given in National Planning Procedures Handbook (NPPH), Part 600) based on the predicted social and political factors described previously.

(5) Other watershed amenities which are relevant to the affected area. These amenities as well other groups previously mentioned have value based on institutional recognition, public recognition, or are technically recognized.

- Describe resources including those protected by Federal, State, Tribal, or local requirements.
- Discuss limited resource areas, individuals, or protected groups.
- Focus on issues specific to the proposed action.

**\*\*NOTE:** Use of tabular data is encouraged wherever it reduces the need for narrative.

**\*\*NOTE:** Describe the area as if the person who is reading had never been there!

## **Phase II – Decision Support**

### **5) Alternatives**

#### **A. Formulation Process**

- (1) The formulation process is the basis for selecting combinations of measures to include as alternatives.
- (2) Studies made to establish various combinations of measures (land treatment, structural, and nonstructural) should be included. Include such items as how the evaluation units were established and the incremental analysis made to determine the alternative that reasonably maximizes net benefits

#### **B. Alternatives Eliminated From Detailed Study**

Any alternative that does not meet the stated purpose and need for action does not need to be considered in detail. Alternatives that meet the need for action but do not achieve the purposes may be eliminated from detailed study. For alternatives which were eliminated from detailed study, briefly discuss the reasons for their having been eliminated. Alternatives that may appear reasonable but clearly become unreasonable because of cost, logistics, existing technology, or environmental reasons must be included in this section and the reasons for elimination discussed.

**\*\*NOTE:** Sponsor “doesn’t like” alternative is not a valid reason to eliminate from detailed study

**\*\*NOTE:** Detailed study alternative should be limited to 4 – 5, including the no action alternative.

#### **C. Alternatives Description**

- (1) The alternatives to be studied must be described and compared in substantial and equal detail.
- (2) Each alternative plan, including any mitigation, must be clearly described regarding its components, their functions, and costs.
- (3) The no-action alternative is required in all plans.
- (4) Reasonable alternatives outside the jurisdiction of NRCS must also be developed.
- (5) Where applicable, a description of the hazard potential of each alternative must be included (e.g., hazard class of dam, any damages or flood hazards, etc.)

#### **D. Summary and Comparison of Alternative Plans Table**

In addition to the comparison made in the text, alternatives will also be displayed in the “Summary and Comparison of Alternative Plans” table in order to help the reader discern the relative merits and disadvantages of competing alternatives.

**See NWPH 606.21 for example table**

**\*\*NOTE:** When working on economic analysis the NRCS Economists should be consulted

## **6) Environmental Consequences**

- The intent of the “Environmental Consequences section is to provide the analytical basis for the comparisons of effects presented in the alternatives.
- Discuss the significance of all effects and disclose the measures to reduce or eliminate adverse impacts in the Plan-EA. The results of the scoping process must be used to determine which factors should be addressed and in how much detail. The type and kind of information depend on the location, type, scope, and complexity of the planned action. All alternatives including the no-action alternative must be treated and discussed in substantially equal detail.
- The description of impacts (context and intensity) must be by resource or environmental concern. All relevant concerns must be addressed. All direct, indirect (connected actions), and cumulative effects are to be addressed for each alternative in this section.
- Information identifying any approved regional plans for water resource management in the study area and a statement as to whether the proposed project is consistent with such plans must also be discussed in this section.
- Risk and uncertainty

## **7) Consultation, Coordination, and Public Participation**

In this section, the opportunities provided for public participation throughout the process are documented, from the initial request for NRCS assistance to preparation of the final plan. The section also summarizes the consultation and coordination with other agencies.

- (1) The section must include the date, type, and purpose of the activity, as well as the names of participating organizations and the public.
- (2) Special note must be made of the required consultation with the SHPO and nation-to-nation consultation with appropriate federally recognized Tribal governments regarding cultural resources and sacred and cultural sites and with Tribal governments regarding other resource and economic concerns, and coordination with the Fish and Wildlife Service and the National Marine Fisheries Service regarding endangered and threatened species.
- (3) Coordination and discussion on the permitting process with the U.S. Army Corps of Engineers must be included as well.

**\*\*NOTE:** US Army Corps of Engineers, US Fish and Wildlife Service, and any other federal agencies with a potential interest in the project should be invited to be cooperating agencies.

## 8) The Preferred Alternative

- A. The preferred alternative is described along with the rationale for the preference. If the National Economic Development (NED) plan is selected, the rationale must be provided to support that the primary objective of maximizing net economic benefits is being achieved. Key factors that influenced the decision on the preferred alternative must be described. If the NED plan is not selected, the status of the exception to the NED plan requirement must be documented.
- B. This section describes the measures to be installed including the mitigation features, permits and compliance requirements, costs, installation sequence and responsibilities, and financing of the project. Operation, maintenance, and replacement responsibilities are described.
- C. Economic and structural tables must be included for the preferred alternative. Economic tables must include information relevant to the costs and benefits of the project plan. Structural tables must include information relevant to the design of the measure. The economic and structural tables (tables 1-6) are found in the exhibits in NWPM, Part 506, and Subpart B.

## 9) References

This section provides the sources of the information contained in the document. If supporting data are incorporated by reference, then the material being referenced must be briefly summarized for the reader to understand the context of the material being incorporated.

**\*\*NOTE:** Start a reference list at the beginning of the project. It makes it easier to document all your references when you start writing the plan.

## 10) List of Preparers

See *NWPH 606.22 for an example table*

## 11) Distribution List

This is a listing of the agencies, organizations, and persons to whom the watershed project plan-EA or Plan-EIS is sent.

## 12) Appendices

### **Appendix A, "Comments and Responses"**

This will be completed after the draft plan has been out for public and agency comment.

### **Appendix B, "Project Map(s)"**

A color project map must be prepared to show the location of important project measures and the location and extent of important watershed conditions that will be affected by the works of improvement to be installed. The map must show the location

and kind of measures, watershed areas above structures that have floodwater retarding capacity, and benefited areas.

**\*\*NOTE:** Make sure your map(s) are at the appropriate scale so that people unfamiliar with the area can orient themselves. When the project area is large, more than one map may be needed to adequately show project measures and the affected area.

**Appendix C, “Support Maps” (as appropriate)**

e.g., soil maps, geologic maps, watershed maps, etc.

**Appendix D, “Investigations and Analyses Report”**

The purpose of the investigations and analyses report is to present information that supports the formulation, evaluation, and conclusions of the watershed plan. The report is required for all plans and must be included as an appendix. The report is organized under appropriate headings, such as project formulation, cost allocation, engineering, biology, hydrology, geology, land use, water quality, economics, or cultural resources. The procedures, techniques, assumptions, and the scope and intensity of the investigations for each subject must be described in sufficient detail so that a reader not familiar with the watershed or its problems can form an opinion on the adequacy of the plan. This report supplements information contained in the plan; it does not replace or duplicate such information.

**\*\*NOTE:** Do not include entire technical reports, data runs, inventories, etc. in this section. Instead, summarize pertinent information that supplements information contained in the plan-EA.

**Appendix E, “Other Supporting Information”**

Include other relevant information or reports that you feel the public and consulting agencies need to see. **\*\*Not every reference or data set needs to be included.**



**Franklin/Duncan Watershed Project: Plan/EA Handout**

<b>Watershed:</b>	<b>State:</b>	<b>Date:</b>
<b>Subject</b>	<b>Included</b>	<b>Comments</b>
<b>Cover/Non-Discrimination Statement</b>		
<b>Abstract (Fly Sheet)</b> <i>(not required for Plan-EE)</i> <b>NOTE:</b> See NWPH 606.16 for example		
<b>Watershed Agreement</b> <i>(unsigned-for NWMC Review only)</i> <b>NOTE:</b> See NWPM 506.30 for example agreement template <ol style="list-style-type: none"> <li>1. Construction Cost outlined, practice list for Watershed Protection</li> <li>2. Cost Share rates meet policy and in line with national rates for Land Treatment</li> <li>3. Technical / engineering services</li> <li>4. Relocation</li> <li>5. O &amp; M</li> </ol>		
<b>Table of Contents</b> <i>(not required for Plan-EE)</i>		
<b>Summary (OMB Fact Sheet)</b> <i>(not required for Plan-EE)</i> <b>NOTE:</b> See NWPH 606.17 for example		
<b>Changes requiring preparation of a supplement</b> <i>(required for supplemental plans only, except Plan-EE)</i>		
<b>Purpose and Need for Action</b> <b>NOTE:</b> See NWPM 501.34 <ol style="list-style-type: none"> <li>1. Clear and concise statement</li> <li>2. Supporting discussion</li> </ol>		
<b>Scope of the EA/EIS</b> <b>NOTE:</b> See NWPM 501.35 and NWPH 606.18 & 606.19 <ol style="list-style-type: none"> <li>1. Identification of relevant/non-relevant issues</li> <li>2. Rationale for relevance/non-relevance to the action</li> </ol>		
<b>Affected Environment /Existing Conditions</b> <b>NOTE:</b> see NWPM 501.36 <ol style="list-style-type: none"> <li>1. Physical</li> <li>2. Additional Physical for Rehab (<b>NOTE:</b> see NWPM 505.35(A)(3)) <ol style="list-style-type: none"> <li>a. Status of O&amp;M</li> <li>b. Sedimentation Rates</li> <li>c. Potential Modes of Failure</li> <li>d. Breach Analysis</li> </ol> </li> </ol>		

**Franklin/Duncan Watershed Project: Plan/EA Handout**

<ul style="list-style-type: none"> <li>e. Hazard Classification</li> <li>f. Consequences of Failure</li> </ul> <ul style="list-style-type: none"> <li>3. Biological</li> <li>4. Ecological</li> <li>5. Economic</li> <li>6. Social</li> </ul>		
<p><b>Alternatives</b></p> <p><i>NOTE: See NWPM 501.37 and NWPH 606.19 &amp; 606.21</i></p> <ul style="list-style-type: none"> <li>1. Formulation process (basis for selecting combination of measures to include in alternatives including rationale for sediment storage life for dams) (for rehab, a decommissioning alternative that meets the purpose and need is to be developed)</li> <li>2. Alternatives eliminated from detailed study</li> <li>3. Description of all reasonable alternatives including all of the following (and a discussion of appropriate mitigation):             <ul style="list-style-type: none"> <li>a) No-action alternative</li> <li>b) Agency preferred alternative</li> <li>c) Other reasonable alternatives, including those not within NRCS authority</li> <li>d) Identification of NED alternative or most cost-effective alternative</li> </ul> </li> <li>4. Summary and Comparison of Alternative Plans Table (installation costs, O &amp; M Costs, Cost sharing, and PR&amp;G accounts<sup>1</sup> )</li> </ul>		
<p><b>Environmental Consequences</b></p> <p><i>NOTE: See NWPM 501.38</i></p> <ul style="list-style-type: none"> <li>1. Economic, environmental, and Social effects(including short-term and long-term direct, indirect, and cumulative impacts) (quantified when possible)</li> <li>2. Context and intensity (significance) of effects</li> <li>3. Risk and uncertainty</li> </ul>		
<p><b>Consultation, Coordination, and Public Participation</b></p> <p><i>NOTE: See NWPM 501.39</i></p>		
<p><b>The Preferred Alternative</b></p> <p><i>NOTE: See NWPM 501.40</i></p> <ul style="list-style-type: none"> <li>1. Rationale for alternative preference</li> <li>2. Measures to be installed</li> <li>3. Costs and cost sharing</li> <li>4. Responsibilities</li> <li>5. Operation, maintenance, and replacement</li> <li>6. Mitigation</li> </ul>		



## OTHER IMPORTANT INFORMATION IN PREPARATION FOR NWMC REVIEW

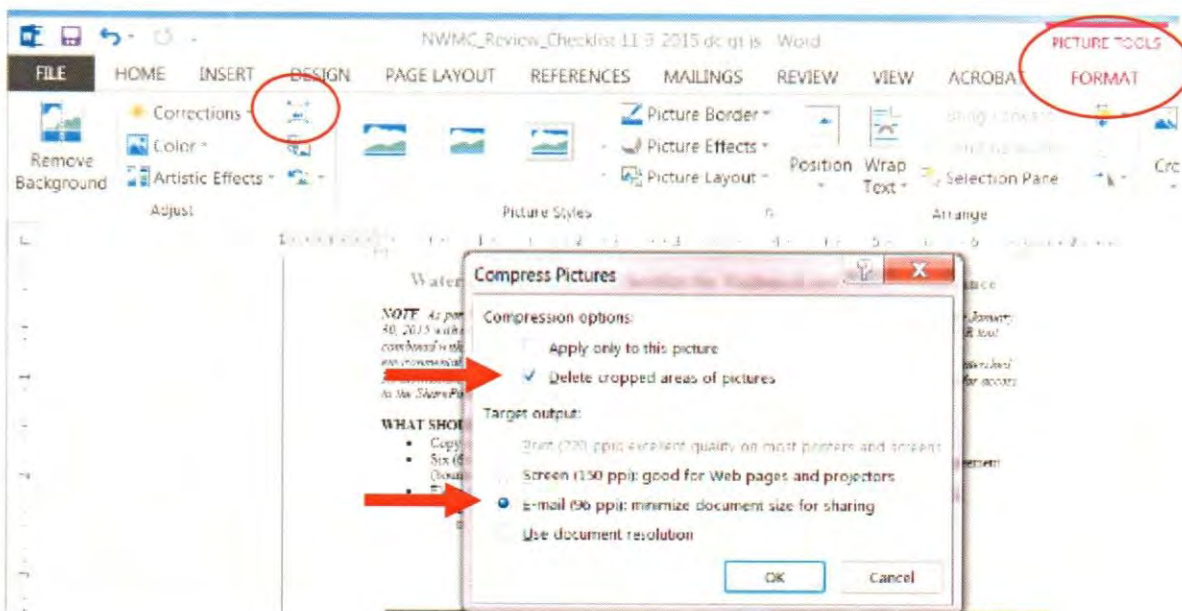
### WHAT SHOULD YOU SUBMIT TO NWMC?

- Copy of this Watershed Plan Review Checklist signed by the NRCS Lead Reviewer
- Six (6) Hard Copies of the Draft Plan-EIS/EA/EE along with a copy of the Draft Watershed Agreement (bound or with binder clip, no three ring binders)
- Electronic Copy of Draft Plan-EIS/EA/EE and Draft Watershed Agreement in Microsoft WORD
  - Please compress all photos/maps in WORD documents to minimize file size (see below). The NWMC will have the hard copy version of the pictures if high quality detail is necessary for review.
  - NWMC will provide comments in “track changes” in WORD

### How to compress pictures in WORD file

- 1) Click on any picture in the document
- 2) Under the “Picture Tools” tab, click on Format
- 3) Select the compress icon
- 4) In the Compress Pictures pop-up box, check “Delete cropped areas of pictures” and “E-mail” then click “OK”

This will compress all the pictures in the document and significantly reduce the file size for emailing.





**ATKINS**

Member of the SNC Lavalin Group

**ATTACHMENT B  
COMPENSATION**

\$	-	24	\$	4,902.00	0	\$	-	0	\$	-	0	\$	-	8	\$	576.96	\$	5,478.96	\$	-				
\$	469.74	72	\$	14,706.00	0	\$	-	0	\$	-	0	\$	-	16	\$	1,153.92	\$	16,329.66	\$	-				
\$	2,818.44	0	\$	-	0	\$	-	0	\$	-	0	\$	-	0	\$	-	\$	2,818.44	\$	-				
\$	1,878.96	22	\$	4,493.50	20	\$	3,588.80	10	\$	1,634.00	26	\$	4,037.80	38	\$	5,293.40	20	\$	2,642.00	15	\$	1,081.80	\$	24,650.26
\$	-	1	\$	204.25	0	\$	-	0	\$	-	0	\$	-	0	\$	-	2	\$	264.20	2	\$	144.24	\$	612.69
\$	3,523.05	16	\$	3,268.00	90	\$	16,149.60	192	\$	31,372.80	22	\$	3,416.60	18	\$	2,507.40	12	\$	1,585.20	2	\$	144.24	\$	55,898.65
\$	234.87	2	\$	408.50	8	\$	1,435.52	36	\$	5,882.40	8	\$	1,242.40	0	\$	-	2	\$	-	2	\$	144.24	\$	6,711.61
\$	939.48	8	\$	1,634.00	0	\$	-	0	\$	-	0	\$	-	0	\$	-	2	\$	-	2	\$	144.24	\$	11,278.04
\$	469.74	10	\$	2,042.50	2	\$	358.88	12	\$	1,960.80	24	\$	3,727.20	12	\$	1,671.60	20	\$	2,642.00	38	\$	2,740.56	\$	11,886.08
\$	-	30	\$	6,127.50	10	\$	1,794.40	10	\$	1,634.00	0	\$	-	0	\$	-	8	\$	-	8	\$	576.96	\$	10,132.86
\$	-	6	\$	1,225.50	8	\$	1,435.52	16	\$	2,614.40	0	\$	-	0	\$	-	30	\$	4,179.00	8	\$	576.96	\$	5,852.38
\$	234.87	16	\$	3,268.00	38	\$	6,818.72	38	\$	3,727.20	24	\$	3,727.20	6	\$	792.60	6	\$	792.60	20	\$	1,442.40	\$	15,491.19
\$	234.87	14	\$	2,859.50	22	\$	3,947.68	18	\$	2,941.20	24	\$	3,727.20	12	\$	1,671.60	6	\$	-	20	\$	1,442.40	\$	12,211.65
\$	2,348.70	38	\$	7,761.50	60	\$	10,766.40	18	\$	2,941.20	24	\$	3,727.20	12	\$	1,671.60	34	\$	4,491.40	2	\$	144.24	\$	29,216.60
\$	469.74	12	\$	2,451.00	20	\$	3,588.80	20	\$	-	0	\$	-	0	\$	-	30	\$	4,179.00	2	\$	144.24	\$	6,653.78
\$	4,227.66	28	\$	5,719.00	24	\$	4,306.56	18	\$	2,941.20	4	\$	621.20	6	\$	835.80	6	\$	2,484.80	4	\$	288.48	\$	25,864.82
\$	-	2	\$	408.50	20	\$	3,588.80	2	\$	-	2	\$	310.60	8	\$	1,114.40	6	\$	-	4	\$	288.48	\$	5,388.98
\$	939.48	12	\$	2,451.00	36	\$	6,459.84	18	\$	2,941.20	34	\$	5,280.20	12	\$	1,671.60	6	\$	792.60	4	\$	288.48	\$	20,535.92
\$	7,046.10	28	\$	5,719.00	34	\$	6,100.96	78	\$	12,745.20	38	\$	5,901.40	30	\$	4,179.00	74	\$	9,775.40	10	\$	721.20	\$	52,188.26
\$	469.74	2	\$	408.50	30	\$	5,383.20	46	\$	7,516.40	4	\$	621.20	6	\$	835.80	0	\$	-	0	\$	-	\$	878.24
\$	2,818.44	34	\$	6,944.50	30	\$	1,794.40	46	\$	7,516.40	16	\$	2,484.80	6	\$	835.80	0	\$	-	0	\$	-	\$	24,119.54
\$	-	10	\$	2,042.50	10	\$	1,794.40	78	\$	12,745.20	16	\$	2,484.80	8	\$	1,114.40	0	\$	-	0	\$	-	\$	6,321.70
\$	2,818.44	30	\$	6,127.50	42	\$	7,536.48	78	\$	12,745.20	12	\$	1,863.60	8	\$	1,114.40	0	\$	-	6	\$	432.72	\$	29,227.62
\$	-	12	\$	2,451.00	12	\$	2,153.28	18	\$	-	12	\$	1,863.60	6	\$	835.80	0	\$	-	0	\$	-	\$	8,015.00
\$	939.48	2	\$	408.50	36	\$	6,459.84	18	\$	2,941.20	12	\$	1,863.60	6	\$	835.80	10	\$	1,321.00	8	\$	576.96	\$	13,482.78
\$	2,818.44	20	\$	4,085.00	28	\$	5,024.32	20	\$	3,268.00	42	\$	6,522.60	128	\$	17,830.40	128	\$	16,908.80	10	\$	721.20	\$	57,178.76
\$	2,818.44	18	\$	3,676.50	58	\$	10,407.52	8	\$	1,307.20	42	\$	6,522.60	130	\$	18,109.00	38	\$	5,019.80	26	\$	1,875.12	\$	49,736.18
\$	2,348.70	14	\$	2,859.50	20	\$	3,588.80	6	\$	980.40	40	\$	6,212.00	60	\$	8,358.00	0	\$	-	0	\$	-	\$	24,347.40
\$	40,867.38	483	\$	98,652.75	628	\$	112,688.32	584	\$	95,425.60	358	\$	55,597.40	490	\$	68,257.00	350.00	\$	46,235.00	205.00	\$	14,784.60	\$	532,508.05
\$	43																						\$	43

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**NOTICE OF GRANT AND AGREEMENT AWARD**

1. Award Identifying Number  NR209457XXXXC004	2. Amendment Number	3. Award /Project Period  Date of Final Signature - 08/15/2022	4. Type of award instrument:  Cooperative Agreement
5. Agency (Name and Address)  Natural Resources Conservation Service 230 North First Avenue, Suite 509 Phoenix, AZ 85003		6. Recipient Organization (Name and Address)  BOARD OF SUPERVISORS OF GREENLEE CO UNTY P. O. BOX 908 CLIFTON AZ 85533-0908  DUNS: 070251319      EIN:	
7. NRCS Program Contact  Name: David Beyman Phone: (602) 285-6351 Email: david.beyman@az.usda.gov	8. NRCS Administrative Contact  Name: KAYLIE ALDERMAN Phone: 919-875-4825 Email: kaylie.alderman@usda.gov	9. Recipient Program Contact  Name: Reed Larson Phone: 928-322-6300 Email: rl Larson@greenlee.az.gov	10. Recipient Administrative Contact  Name: Derek Rapier Phone: 520-423-5888 Email: drapier@greenlee.az.gov
11. CFDA  10.904	12. Authority  16 U.S.C. 1001-1009 33 U.S.C. 701b-1 68 Stat. 666, as amended Public Law 83-566 Public Law 84-1018, 70 Stat. 1088 Public Law 85-865, 72 Stat. 1605 Public Law 86-468, 74 Stat. 131, 132 Public Law 86-545, 74 Stat. 254 Public Law 87-703, 76 Stat. 608 Public Law 90-361, 82 Stat. 250	13. Type of Action  New Agreement	14. Program Director  Name: Reed Larson Phone: 928-322-6300 Email: rl Larson@greenlee.az.gov
15. Project Title/ Description: Greenlee County FranklinDuncan Watershed Plan/EA			
16. Entity Type: B = County Government			
17. Select Funding Type			
Select funding type:	<input checked="" type="checkbox"/> Federal	<input type="checkbox"/> Non-Federal	
Original funds total	\$810,672.00	\$0.00	
Additional funds total	\$0.00	\$0.00	

Grand total		\$810,672.00	\$0.00
18. Approved Budget			
Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$810,672.00
Construction	\$0.00	Other	\$0.00
Total Direct Cost	\$810,672.00	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$0.00
		Total Federal Funds Awarded	\$810,672.00
		Total Approved Budget	\$810,672.00

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative  Keisha L. Tatem State Conservationist	Signature	Date
Name and Title of Authorized Recipient Representative  Derek Rapier County Administrator	Signature 	Date  8/5/2020

**NONDISCRIMINATION STATEMENT**

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

**PRIVACY ACT STATEMENT**

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).



## Statement of Work

### Purpose

The purpose of this agreement is for the United States Department of Agriculture, Natural Resources Conservation Service, hereinafter referred to as the "NRCS", to provide assistance to The Board of Supervisors of Greenlee County, hereinafter referred to as the "Sponsor", for the Greenlee County Franklin/Duncan Watershed Plan and Environmental Assessment, hereinafter referred to as "Greenlee County", under the Watershed Protection and Flood Prevention Act.

### Objectives

Prepare a comprehensive watershed plan and environmental assessment for the Greenlee County delineated watershed.

This agreement includes funding for the planning phase of this effort. If additional funds become available to totally complete the project through construction, an amendment will be proposed with the Sponsor. If agreed by the parties this agreement will be amended accordingly. This agreement includes clauses for other phases that may or may not be funded.

### Budget Narrative

The official budget (including cost category itemization as identified on the SF-424A) described in this Budget Narrative will be considered the "the total budget as last approved by the Federal awarding agency" for this award.

1. NRCS shall pay 100 percent of the planning costs. There is no Sponsor cost-share required.
2. Budget includes the following estimated costs:
  - a. Contractual \$810,672.00 for developing a watershed plan and environmental assessment.
  - b. Planning and Environmental Assessment development costs are expenses incurred for surveys and investigations, environmental studies, evaluation of alternatives, and preparation of the plan prior to the authorization of the plan and assistance for the installation of works of improvement.

### Responsibilities of the Parties:

If inconsistencies arise between the language in this Statement of Work (SOW) and the General Terms and Conditions attached to the agreement, the language in this SOW takes precedence.

#### A. Sponsor will—

1. Planning must follow the policy set forth in the NRCS Title 390, National Watershed Program Manual (NWPM), Part 505, which is incorporated by reference. Sponsor may obtain a full copy of the above referenced manual at <http://directives.sc.egov.usda.gov/> or from the NRCS Arizona State Office.
2. The contracts for services described in this Agreement shall not be awarded to the Sponsor or to any firm in which any Sponsor's official or any member of such official's immediate family has direct or indirect interest in the pecuniary profits or contracts of such firms. Reference 2 CFR § 200.318 regarding standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts.
3. Accept all financial and other responsibility for any excess costs resulting from its failure to obtain, or delay in obtaining adequate land and water rights; natural resource rights; or Federal, State, and local permits and licenses needed for the work described in this agreement.
4. Take reasonable and necessary action of all contractual and administrative issues arising out of contracts awarded under this agreement.
5. Be responsible for all ineligible project costs. Ineligible costs are costs not referenced in this agreement. The Sponsor is also responsible for all costs in excess of the federal cost-share in this agreement.
6. Comply with the applicable requirements in the attached General Terms and Conditions of this agreement.
7. Ensure that requirements for compliance with environmental and cultural resource laws are incorporated into the plan/

EA contract for the works of improvement described in this agreement.

8. Ensure the information in the System for Award Management (SAM) is current and accurate until the final financial report (SF 425) under this award or final payment is received, whichever is later.
9. Take reasonable and necessary actions to dispose of all contractual and administrative issues arising out of the contract awarded under this agreement. This includes, but is not limited to disputes, claims, protests of award, source evaluation, and litigation that may result from the project. Such actions will be at the expense of the Sponsor, including any legal expenses. The Sponsor will advise, consult with, and obtain prior written concurrence of NRCS on any litigation matters in which NRCS could have a financial interest.
10. Sponsor must indemnify and hold NRCS harmless to the extent permitted by State law for any costs, damages, claims, liabilities, and judgments arising from past, present, and future acts or omissions of the Sponsor in connection with its acquisition and management of the Watershed Flood Prevention Operations Program pursuant to this project agreement. Further, the Sponsor agrees that NRCS will have no responsibility for acts and omissions of the Sponsor, its agents, successors, assigns, employees, contractors, or lessees in connection with the acquisition and management of the Watershed Flood Prevention Operations Program pursuant to this project agreement that result in violation of any laws and regulations that are now or that may in the future become applicable.
11. Be liable to the NRCS for damages sustained by the NRCS as a result of the contractor failing to complete the work within the specified time. The damages will be based upon the additional costs incurred by the NRCS resulting from the contractor not completing the work within the allowable performance period. These costs include but are not limited to personnel costs, travel, etc. The NRCS will have the right to withhold such amount out of any monies that may be then due or that may become due and payable to the Sponsor. This liability is not applicable to the extent that the contract performance time is extended by court judgment unless such judgment results from actions of the Sponsor not concurred in by NRCS.
12. The Sponsor must secure at its own expense all Federal, State, and local permits and licenses necessary for completion of the work described in this agreement as well as any necessary natural resource rights and provide copies of all permits and licenses obtained to NRCS.
13. Submit performance reports on an annual basis to ezFedGrants or to the Farm Production and Conservation (FPAC) Grants and Agreements Division staff via email to: [FPAC.BC.GAD@usda.gov](mailto:FPAC.BC.GAD@usda.gov). Reports are due 30 calendar days after the reporting period and are based on the agreement period of performance start date.
14. Submit SF-425 Financial Reports on a semi-annual basis to ezFedGrants or to the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to: [FPAC.BC.GAD@usda.gov](mailto:FPAC.BC.GAD@usda.gov). Reports are due 30 calendar days after the reporting period on July 31 and January 31. Please note that financial reporting is based on the calendar year.
15. Submit payment requests to ezFedGrants to the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to: [FPAC.BC.GAD@usda.gov](mailto:FPAC.BC.GAD@usda.gov) on a monthly or quarterly basis. Refer to the General Terms and Conditions for more information regarding payment requests.

**B. NRCS will—**

1. Review and concur with watershed plan, and environmental assessment, and all other contract documents developed for or by the Sponsor.
2. Provide authorized assistance such as, but not limited to, estimates of contract costs, length of contract period, results of tests and studies as available, site investigations, design and layout, and drawings and specifications, as requested by the Sponsor, and as its resources permit.
3. Make payment to the Sponsor covering the NRCS's share of the cost upon receipt and approval of SF-270, withholding the amount of damages sustained by NRCS as provided for in this agreement.

**C. SPECIAL PROVISIONS**

1. The furnishing of financial, administrative, and/or technical assistance above the original funding amount by NRCS is contingent on there being sufficient unobligated and uncommitted funding in the Watershed Flood Prevention Operations Program that is available for obligation in the year in which the assistance will be provided. NRCS may not make commitments in excess of funds authorized by law or made administratively available. Congress may impose obligational limits on program funding that constrains NRCS's ability to provide such assistance.

2. NRCS, at its sole discretion, may refuse to cost share should the Sponsor, in administering the contract, elect to proceed without obtaining concurrences described in this agreement.

### **Expected Accomplishments and Deliverables**

Sponsor will—

1. Prepare a watershed plan/EA and prepare preliminary designs if needed, that comply with NRCS programmatic requirements. The Sponsor must ensure each description of the work described in this agreement is reviewed, concurred, and approved by NRCS. Sponsor must not move to the next project work described in this agreement until the prior work is concurred and approved by NRCS.
2. Develop a quality assurance plan (QAP) for the project and submit it for NRCS review and concurrence.
3. The sponsor must provide NRCS with documentation of the actual cost incurred for the services acquired.
4. Provide copies of site maps to appropriate Federal and State agencies for environmental review. Notify NRCS of environmental clearance, or any unresolved concerns prior to plan authorization.

### **Resources Required**

As stated in this agreement

### **Milestones**

Estimated Time Frame: 18 months

- Preliminary Plan/EA – 1st Submittal
    - o Review by NRCS Arizona State Office (AZ SO), 2 - 4 weeks
    - o Schedule comment resolution meeting, if needed
    - o Comments responses to be finalized by Contractor
    - o NRCS AZ SO to review comment responses, 1 – 2 weeks
  - Preliminary Plan/EA – 2nd Submittal
    - o Review by NRCS National Watershed Management Center (NWMC), 4 weeks
    - o Teleconference with NWMC to clarify comments, if needed
    - o Comments to be addressed by Contractor
    - o NRCS AZ SO to review comment responses, 1 -2 weeks
  - Draft Plan/EA – 1st Submittal
    - o Cursory review by NRCS National Headquarters (NHQ), 2 – 4 weeks
    - o Comments, if any provided, to be addressed by Contractor
    - o NRCS AZ SO to review comments responses, if any, 1-2 weeks
  - Draft Plan/EA – 2nd Submittal
    - o Review by Public and Agencies – 4 Weeks (concurrent review by NRCS AZ SO)
    - o Comments to be addressed by Contractor
    - o NRCS AZ SO to review comment responses. 1 – 2 weeks
  - Final Plan/EA – 1st Submittal (No signatures)
    - o NRCS NHQ Review – 4 Weeks (concurrent review by NRCS AZ SO)
    - o Comments to be addressed by Contractor
    - o NRCS AZ SO to review comment responses, 1 – 2 weeks
  - Final Plan/EA – 2nd Submittal
    - o To be sent out for signatures.
    - o
- NOTE: Submittals to NRCS NWMC and NHQ will be done through the NRCS AZ SO.

## GENERAL TERMS AND CONDITIONS

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:

### U.S. DEPARTMENT OF AGRICULTURE FARM PRODUCTION AND CONSERVATION

#### GENERAL TERMS AND CONDITIONS GRANTS AND COOPERATIVE AGREEMENTS

The Farm Production and Conservation (FPAC) mission area encompasses the following USDA agencies: Natural Resources Conservation Service (NRCS), Farm Service Agency (FSA), Risk Management Agency (RMA), the Commodity Credit Corporation (CCC), and the FPAC Business Center.

#### I. APPLICABLE REGULATIONS

a. As a condition of this award, the recipient assures and certifies that it has and/or will comply and require subrecipients to comply with the requirements contained in the following statutes and regulations, as applicable. The full text of Code of Federal Regulations references may be found at <https://www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR> and <http://www.ecfr.gov/>.

(1) 2 CFR Part 25, "Universal Identifier and System of Award Management" (2) 2 CFR Part 170, "Reporting Subaward and Executive Compensation Information" (3) 2 CFR Part 175, "Award Term for Trafficking in Persons" (4) 2 CFR Part 180, "OMB Guidelines to Agencies On Governmentwide Debarment And Suspension (Nonprocurement)" (5) 2 CFR Part 182, "Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)" (6) 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (7) 2 CFR Part 400, "Uniform Administrative Requirements, Cost Principles, And Audit Requirements for Federal Awards" (8) 2 CFR Part 417, "Nonprocurement Debarment and Suspension" (9) 2 CFR Part 418, "New Restrictions on Lobbying" (10) 2 CFR Part 421, "Requirements for Drug-Free Workplace (Financial Assistance)" (11) 2 CFR Part 422, "Research Institutions Conducting USDA-Funded Extramural Research; Research Misconduct"

b. Allowable project costs will be determined in accordance with the authorizing statute, the purpose of the award, and, to the extent applicable, to the type of organizations receiving the award, regardless of tier. The following portions of the Code of Federal Regulations are hereby incorporated by reference. The full text of Code of Federal Regulations references may be found at <https://www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR> and <http://www.ecfr.gov/>.

(1) 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles And Audit Requirements For Federal Awards" (2) 48 CFR Part 31, "Contract Cost Principles and Procedures" c. For corporate recipients, by accepting this award the recipient acknowledges: (1) that it does not have a Federal tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) that it has not been convicted of a felony criminal violation under any Federal law within 24 months preceding the award, unless a suspending and debarring official of the USDA has considered suspension or debarment of the recipient corporation based on these convictions and/or tax delinquencies and determined that suspension or debarment is not necessary to protect the interests of the Government. If the recipient fails to comply with these provisions, the agency will annul this agreement and may recover any funds the recipient has expended in violation of the above cited statutory provisions.

#### II. UNALLOWABLE COSTS

The following costs are not allowed:

a. Costs above the amount authorized for the project. b. Costs incurred after the award period of performance end date. c. Costs not identified in the approved budget or approved budget revisions. d. Profit resulting from Federal financial assistance. Recipients may not earn and keep income resulting from an award. e. Costs of promotional items and memorabilia, including models, gifts, and souvenirs. f. Compensation for injuries to persons or damage to property arising from project activities.

This list is not exhaustive. For general information about the allowability of particular items of costs, please see 2 CFR Part 200, "Subpart E - Cost Principles", or direct specific inquiries to the administrative contact identified in the award.

The allowability of some items of costs may be difficult to determine. To avoid disallowance or dispute of such costs, the recipient may seek prior approval before incurring them. See 2 CFR 200.407. III. PRIOR APPROVAL REQUIREMENTS

Certain items of cost and award revisions require the prior written approval of the awarding agency. The following are the most common situations requiring prior approval. However, this list is not exhaustive, and the recipient is also bound by any other prior approval requirements identified in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

- a. Pre-award costs.—To receive reimbursement for costs incurred prior to the award date, recipients must request written approval before incurring the costs. This restriction also applies to costs intended to meet cost-share requirements. FPAC agencies will not approve expenses incurred more than 90 calendar days before the period of performance start date. All costs incurred before the period of performance start date, even if approved, are at the recipient's risk (i.e., the Federal awarding agency is under no obligation to reimburse such costs if for any reason the recipient does not receive a Federal award or if the Federal award is less than anticipated and inadequate to cover such costs).
- b. Revisions to scope, objective, or deliverables.—When it is necessary to modify the scope, objective, or deliverables of an award, the recipient authorized signatory must submit a written request and justification for the change along with the revised scope, objective, or deliverables of the award to the administrative contact. The request should contain the following information: 1. Grant or agreement number 2. Narrative explaining the requested modification to the project scope, objectives, or deliverables 3. A description of the revised scope, objectives, or deliverables
- c. Additions or changes to subawards and contracts.—The subawarding, transferring, or contracting out of any work under a Federal award not identified in the original award budget or any changes to subaward or contracts requires prior written approval. The recipient must submit a justification for the proposed subaward/contract, a statement of work to be performed, and a detailed budget for the subaward/contract to the administrative contact. This provision does not apply to the acquisition of supplies, material, equipment, or general support services.
- d. Change in a key person specified in the application or award.—When there is a change in key personnel, the recipient must request prior written approval for the substitution or change. The request must identify the replacement personnel and provide his or her qualifications.
- e. Absence or change in project leadership.—If the approved project director or principal investigator disengages from the project for more than three months or reduces time devoted to the project by 25 percent or more, the recipient must notify the administrative contact in writing, identifying who will be in charge during the project director's absence. The notification must include the qualifications of the replacement.
- f. Budget revisions.—Recipients must request prior written approval for deviations from the approved budget in the instances described below. For all budget revisions, the recipient must submit a new SF 424A or 424C and budget narrative to support the request. 1. The inclusion of costs that require prior approval in accordance with Subpart E—Cost Principles of this part or 45 CFR part 75 Appendix IX, "Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals," or 48 CFR part 31, "Contract Cost Principles and Procedures," as applicable. 2. Where the cumulative amount of transfers of funds among direct cost categories or programs, functions, and activities exceeds or is expected to exceed 10 percent of the total budget as last approved by the Federal awarding agency, and where the Federal share of the project exceeds the simplified acquisition threshold. 3. The transfer of funds budgeted for participant support costs to other categories of expense requires prior written approval. Participant support costs means direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences or training projects. 4. Changes in the approved cost-sharing or matching provided by the recipient. 5. Additional Federal funds needed to complete the project. 6. Changes to negotiated indirect cost rates during the award period of performance. 7. Equipment purchases not specifically identified in the approved budget.
- g. No-Cost Extensions of Time.—When a no-cost extension of time is required, the recipient authorized signatory must submit a written request to the FAPC administrative contact. Except in very limited circumstances, a no-cost extension of time cannot exceed 12 months. FPAC cannot approve requests for no-cost extensions received after the expiration of the award. In addition, time may not allow extension requests submitted less than 30 calendar days before the period of performance end date to be processed, so recipients are encouraged to submit requests as soon as possible. FPAC agencies cannot approve no-cost extensions requested merely to expend remaining funds. The request must contain the following: 1. Amount of additional time requested 2. Explanation for the need for the extension 3. A summary of progress to date and revised milestones

#### IV. PAYMENTS

- a. Recipients must request reimbursement or advances using a properly completed and executed SF-270, submitted with supporting documentation to either the ezFedGrants system or to the e-mail address specified in the statement of work. FPAC agencies will make payment to the recipient on a reimbursable or advance basis in accordance with the frequency specified in the statement of work.
- b. Recipients requesting advances should request payments in amounts necessary to meet their current needs pursuant

to procedures contained in the Federal administrative provisions and 31 CFR Part 205. At the end of each advance period, the recipient must provide a justification (i.e., documentation) showing the amount of advanced funds spent.

c. The method of payment between the recipient and its contractors will be in accordance with the policies and procedures established by the recipient except that the contractors may not use the USDA Office of Financial Management/National Finance Center method to request payments. If the recipient makes advance payments to contractors, the recipient must ensure that the timing of such payments is designed to minimize elapsed time between the advance payment and the disbursement of funds. Recipients must not submit requests from their contractors for review or approval.

d. Accounting records for all costs incurred under this award must be supported by source documentation. Such documentation includes, but is not limited to, canceled checks, paid bills, payroll records, and subaward documents. Labor cost charges to this award must be based upon salaries actually earned and the time actually worked on this award. All project costs must be incurred within the approved project period of this award, including any approved no-cost extension of time. Costs that cannot be supported by source documentation or that are incurred outside of the approved project period and budget may be disallowed and may result in award funds being returned to the Federal Government by the recipient. The level of detail and documentation required to be provided to support any individual payment request is at the discretion of the Government.

e. Recipients must pay all costs incurred (i.e., liquidate obligations) under the award not later than 90 calendar days after the period of performance end date.

## V. FINANCIAL REPORTING

a. Recipients must submit a Federal Financial Report (FFR), SF 425 in accordance with the schedule included in the award statement of work. Recipients must submit reports to either the ezFedGrants system or to the email address specified in the statement of work. Failure to submit reports as required may result in suspension or termination of award.

b. The recipient must submit a final financial report no later than 90 days after the period of performance end date. c. The FPAC awarding agency will withhold payments under this award if the recipient is delinquent in submitting required reports.

## VI. PERFORMANCE MONITORING AND REPORTING

a. The recipient is responsible for monitoring day-to-day performance and for reporting to FPAC. If the project involves subaward/contractual arrangements, the recipient is also responsible for monitoring the performance of project activities under those arrangements to ensure that approved goals and schedules are met.

b. The recipient must submit a written progress report at the frequency specified in the statement of work to either the ezFedGrants system or to the email address specified in the statement of work. Each report must cover— 1. A comparison of actual accomplishments with the goals and objectives established for the reporting period and, where project output can be quantified, a computation of the costs per unit of output.

2. The reasons why goals and objectives were not met, if appropriate.

3. Additional pertinent information including, where appropriate, analysis and explanation of cost overruns or high unit costs.

c. The recipient must submit a final performance report within 90 calendar days of the period of performance end date. d. The FPAC awarding agency will withhold payments under this award if the recipient is delinquent in submitting required reports.

## VII. AUDIT REQUIREMENTS

The recipient is responsible for complying with audit requirements in accordance with 2 CFR 200, Subpart F. A recipient entity that expends \$750,000 or more during the recipient's fiscal year in Federal awards must have a single or program-

specific audit conducted for that year.

## VIII. SPECIAL PROVISIONS

- a. The recipient assures and certifies that it will comply with the minimum-wage and maximum- hour provisions of the Federal Fair Labor Standards Act.
- b. Employees of FPAC agencies will participate in efforts under this agreement solely as representatives of the United States. They may not participate as directors, officers, employees, or otherwise serve or hold themselves out as representatives of the recipient. They also may not assist the recipient with efforts to lobby Congress or to raise money through fundraising efforts. Further, FPAC employees must report to their immediate supervisor any negotiations with the recipient concerning future employment and must refrain from participation in projects or agreements with such recipients.
- c. Employees of the recipient will not be considered Federal employees or agents of the United States for any purposes under this agreement. d. Except in very limited circumstances (e.g., construction agreements), no agreement period of performance can exceed a total of five years, including extensions. e. Recipients who engage or assist in scientific related activities on behalf of USDA must uphold the principles of scientific integrity established by Departmental Regulations 1074-001, Scientific Integrity. Covered activities include engaging in, supervising, managing, and reporting scientific work; analyzing and publicly communicating information resulting from scientific work; and utilizing information derived from scientific work in policy and decision making. f. Recipients of awards under covered programs (as defined in Executive Order 13858, January 31, 2019) are hereby notified that they are encouraged to use, to the greatest extent practicable, iron and aluminum as well as steel, cement, and other manufactured products produced in the United States in every contract, subcontract, purchase order, or subaward that is chargeable under the award. "Covered program" means a program that provides financial assistance for the alteration, construction, conversion, demolition, extension, improvement, maintenance, construction, rehabilitation, or repair of an infrastructure project in the United States. However, it does not include programs for which a domestic preference is inconsistent with law or programs providing financial assistance that are subject to comparable domestic preferences. g. The recipient and its employees are prohibited from promoting, recommending, or discussing the availability of specific commercial products or services with FPAC agency clients in the course of carrying out activities under this agreement, including any products or services offered by the recipient, except as may be specifically allowed in the agreement.

## IX. PATENTS, INVENTIONS, COPYRIGHTS, AND ACKNOWLEDGMENT OF SUPPORT AND DISCLAIMER

- a. Allocation of rights of patents, inventions, and copyrights must be in accordance with 2 CFR Part 200.315. This regulation provides that small businesses normally may retain the principal worldwide patent rights to any invention developed with USDA support.
- b. In accordance with 37 CFR Section 401.14, each subject invention must be disclosed to the Federal agency within 2 months after the inventor discloses it in writing to contractor personnel responsible for patent matters. Invention disclosure statements pursuant to 37 CFR Section 401.14(c) must be made in writing to:  
  
Farm Production and Conservation Business Center Grants and Acquisitions Division 1400 Independence Avenue, SW.  
Room 6819 South Building Washington, DC 20250
- c. USDA receives a royalty-free license for Federal Government use, reserves the right to require the patentee to license others in certain circumstances, and requires that anyone exclusively licensed to sell the invention in the United States must manufacture it domestically.
- d. The following acknowledgment of USDA support must appear in the publication of any material, whether copyrighted or not, and any products in electronic formats (World Wide Web pages, computer programs, etc.) that is substantially based upon or developed under this award:

"This material is based upon work supported by the U.S. Department of Agriculture, under agreement number [recipient should enter the applicable award number here]."

In addition, all publications and other materials, except scientific articles or papers published in scientific journals, must include the following statement:

"Any opinions, findings, conclusions, or recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Agriculture. In addition, any reference to specific brands or types of products or services does not constitute or imply an endorsement by the U.S. Department of Agriculture for those products or services."

e. All publications printed with Federal Government funds will include the most current USDA nondiscrimination statement, available from the Public Affairs Division, Civil Rights Division, or on the USDA home page. If the material is too small to permit the full nondiscrimination statement to be included, the material must, at a minimum, include the statement:

"USDA is an equal opportunity provider and employer."

The recipient is responsible for ensuring that an acknowledgment of USDA is made during news media interviews, including popular media such as radio, television, and news magazines, that discuss work funded by this award in a substantial way.

## X. COST-SHARING REQUIREMENTS

a. If the award has specific cost-sharing requirements, the cost-sharing participation in other projects may not be counted toward meeting the specific cost-share requirement of this award and must come from non-Federal sources unless otherwise stated in the applicable program authorizing statute. b. Cost share must be documented on each SF 425 and SF 270 and in source documentation as it is provided by the recipient or third party. The required cost-share or matching ratio must be met by the end of the agreement period of performance; however, it does not have to be maintained for every payment request.

c. Should the recipient become aware that it may be unable to provide the cost-sharing amount identified in this award, it must— 1. Immediately notify the FPAC administrative contact of the situation. 2. Specify the steps it plans to take to secure replacement cost sharing. 3. Indicate the plans to either continue or phase out the project in the absence of cost sharing. If the recipient's plans are not acceptable to FPAC, the award may be subject to termination. FPAC modifications to proposed cost sharing revisions are made on a case-by-case basis. Failure by the recipient to notify FPAC in accordance with this section may result in the disallowance of some or all the costs charged to the award, the subsequent recovery by FPAC of some of the FPAC funds provided under the award, and possible termination of the award. It may constitute a violation of the terms and conditions of the award so serious as to provide grounds for subsequent suspension or debarment.

d. The recipient must maintain records of all project costs that are claimed by the recipient as cost sharing as well as records of costs to be paid by FPAC. If the recipient's cost participation includes in-kind contributions, the basis for determining the valuation for volunteer services and donated property must be documented.

e. Recipients must provide notification to the agency administrative contact when adding or replacing sources of cost-share contributions.

## XI. PROGRAM INCOME

Program income is the gross revenue generated by a Federally funded activity earned during the performance period of the award. Program income may be earned by recipients from fees charged for conference or workshop attendance, from rental fees earned from real property or equipment acquired with Federal funds, or from the sale of commodities or items developed under the grant or cooperative agreement. It must fall within the guidelines at 2 CFR 200.307. Unless identified and addressed in the award, the recipient must provide notification to the administrative contact and request the manner it would like to treat the income (i.e., deductive or additive). Program income may be used to meet recipient cost-share requirements with the approval of the Government. All program income must be reported on the applicable SF 270 and SF 425.

## XII. NONEXPENDABLE EQUIPMENT

Recipients purchasing equipment or products with funds provided under this award are encouraged to purchase only American-made equipment and products. Title to nonexpendable equipment purchased with award funds will vest in the recipient upon completion of the award project and acceptance by FPAC of required final reports. When equipment is no longer needed by the recipient and the per-unit fair market value is less than \$5,000, the recipient may retain, sell, or dispose of the equipment with no further obligation to FPAC. However, if the per-unit fair market value is \$5,000 or more, the recipient must submit a written request to the FPAC administrative contact for disposition instructions.

## XIII. LIMIT OF FEDERAL LIABILITY

The maximum financial obligation of FPAC to the recipient is the amount of funds indicated in the award as obligated by FPAC. However, if an erroneous amount is stated on the approved budget, or any supporting document relating to the award, FPAC will have the unilateral right to make the correction and to make an appropriate adjustment in the FPAC share of the award to align with the Federal amount authorized.



#### XIV. MODIFICATIONS AND TERMINATIONS

The parties may amend this award through an exchange of correspondence between the authorized signatory of each or via formal amendment document. The award is subject to termination if FPAC determines that the recipient has failed to comply with the terms and conditions of the award. If the award is terminated, the guidelines at 2 CFR 200.339-42 will govern the obligations of the parties.

#### XV. PRIVACY ACT AND PROHIBITION AGAINST CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS

a. Activities performed under this award may involve access to confidential and potentially sensitive information about governmental and landowner issues. The term "confidential information" means proprietary information or data of a personal nature about an individual, or information or data submitted by or pertaining to an organization. This information must not be disclosed without the prior written consent of FPAC.

b. The recipient's personnel will follow the rules and procedures of disclosure set forth in the Privacy Act of 1974, 5 U.S.C. Section 552a, and implementing regulations and policies with respect to systems of records determined to be subject to the Privacy Act. The recipient's personnel must also comply with privacy of personal information relating to natural resources conservation programs in accordance with section 1244 of Title II of the Farm Security and Rural Investment Act of 2002 (Public Law 107-171).

c. The recipient agrees to comply with the "Prohibition Against Certain Internal Confidentiality Agreements:"

1. You may not require your employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information. 2. You must notify your employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (1) of this award provision are no longer in effect. 3. The prohibition in paragraph (1) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information. 4. If FPAC determines that you are not in compliance with this award provision, FPAC: i. Will prohibit your use of funds under this award, in accordance with sections 743 and 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; ii. May pursue other remedies available for your material failure to comply with award terms and conditions. XVI. ACKNOWLEDGMENT OF SECTION 1619 COMPLIANCE

The recipient agrees to comply with FPAC guidelines and requirements regarding the disclosure of information protected under Section 1619 of the Food, Conservation, and Energy Act of 2008 (PL 110-246), 7 U.S.C. 8791 as described below.

a. Responsibilities. 1. Acceptance of this award indicates acknowledgment and understanding that the recipient is legally bound by Federal statute to comply with the provisions of Section 1619 and that the recipient will not subsequently disclose information protected by section 1619 to any individual or organization that is not directly covered by this award. Any such subsequent disclosure of the protected information (except as permitted under Section 1619) will be considered a violation of Section 1619. The recipient will be held responsible should disclosure of the protected information occur.

2. Acceptance of this award legally binds every owner, manager, supervisor, employee, contractor, agent, and representative of the recipient to comply with the provisions in Section 1619. The recipient must consult with FPAC prior to providing protected information to an entity or individual outside of the recipient and as necessary to implement the program to ensure that such release is permissible.

3. The recipient will use the protected information only to perform work that is directly connected to this award. Use of the protected information to perform work that is not directly connected to this award is expressly prohibited.

4. The recipient must internally restrict access to the protected information to only those individuals who have a demonstrated need to know the protected information to perform work under this award.

5. The provisions in Section 1619 are continuing obligations. Even when the recipient is no longer a recipient, or when individuals currently affiliated with the recipient become no longer so affiliated, every person having been provided access to the protected information will continue to be legally bound to comply with these provisions.

6. The recipient must notify all managers, supervisors, employees, contractors, agents, and representatives about this provision and the requirements of Section 1619. Notifications about the existence of this provision must be made to those individuals who are new to the organization and periodic notifications must be sent throughout the organization (as well as to all contractors and agents) to remind all about the ongoing and continuing requirements.

7. When the recipient is unsure whether particular information is covered or protected by Section 1619, the recipient must consult with FPAC to determine whether the information must be withheld.

8. Use of the protected information for any purpose is expressly prohibited after the period of performance end date of this award. Upon the award end date, any protected information provided under this award must be immediately destroyed or returned to FPAC. The recipient must provide to FPAC written certification that the protected information (paper copy, electronic copy, or both) has been properly destroyed, removed from any electronic storage media, or both.

9. Any State's "sunshine law," "open records act" or other version of the Freedom of Information Act is superseded by section 1619 under the Supremacy Clause of the U.S. Constitution. Accordingly, information protected from disclosure by section 1619 must not be released under such State laws.

#### b. Protected Information.

1. Examples of the types of information prohibited by disclosure under Section 1619 include, but are not limited to, the following:

i. State identification and county number (where reported and where located). ii. Producer or landowner name, business full address, phone number, Social Security Number, and similar personal identifying information. iii. Farm, tract, field, and contract numbers. iv. Production shares and share of acres for each Farm Serial Number (FSN) field. v. Acreage information, including crop codes. vi. All attributes for Common Land Units (CLUs) in USDA's Geospatial Information System. vii. Any photographic, map, or geospatial data that, when combined with other maps, can be used to identify a landowner. viii. Location of conservation practices.

2. Section 1619 allows disclosure of "payment information (including payment information and the names and addresses of recipients of payments) under any Department program that is otherwise authorized by law" (emphasis added). The names and payment information of producers generally may be provided to the public; however, the recipient shall consult with FPAC if there is any uncertainty as to the provision of such information.

3. Section 1619 also allows disclosure of otherwise protected information if "the information has been transformed into a statistical or aggregate form without naming any—(i) individual owner, operator, or producer; or (ii) specific data gathering cite." The recipient must consult with FPAC as to whether specific information falls within this exception prior to relying on this exception.

c. Violations. The recipient will be held responsible for violations of this provision and Section 1619. A violation of this provision by the recipient may result in action by FPAC, including termination of the underlying Federal award.

d. Effective Period. The requirements of this provision is effective on the date of the final signature and will continue until FPAC notifies the recipient that it is no longer required based on changes in applicable Federal law.

## XVII. AWARD CLOSEOUT

a. Award closeout is the process by which FPAC determines that all required project activities have been performed satisfactorily and all necessary administrative actions have been completed. b. The recipient must submit, no later than 90 calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the agreement, including documentation showing that match or cost-share requirements have been met. The awarding agency may approve extensions when requested by the recipient. c. Unless the awarding agency authorizes an extension, the recipient must liquidate all obligations incurred under the agreement not later than 90 calendar days after the end date of the period of performance. d. Recipients must submit all requests for reimbursements no later than 90 calendar days after the end date of the period of performance. e. The recipient must promptly refund any balances of unobligated cash that the awarding agency paid in advance or paid and that are not authorized to be retained by the recipient for use in other projects. See OMB Circular A-129 and see §200.345 Collection of amounts due, for requirements regarding unreturned amounts that become delinquent debts. f. Recipients must retain all records pertaining to the agreement in accordance with 2 CFR 200.333-337 and any additional requirements included in the agreement statement of work. g. Recipients must follow disposition requirements for property acquired with award funds in accordance with 2 CFR 200.310-316.

**GREENLEE COUNTY BOARD OF SUPERVISORS  
AGENDA INFORMATION FORM**



MEETING DATE: 23 Mar 2021  
DEPARTMENT: Airport

REQUESTED BY: Reed Larson  
TELEPHONE #: 928-865-4762

**1. Insert brief description of proposal and requested Board action:**  
Request approval to go to bid for the airport runway sealcoat project per the attached solicitation document.

**2. Continued from meeting of:** N/A  
**Discussed in meeting of:** N/A

**3. Publication requirements:**  
Does this require publication in the official county newspaper?  Yes  No  
This department to cause publication  Clerk of the Board to cause publication

**4. Financial Impact:**  
Expenditure: Is this a budgeted expense?  Yes  No Project Code #: \_\_\_\_\_  
Fund 237-038 \$ \_\_\_\_\_ Actual  Not to exceed   
Fund \_\_\_\_\_ \$ \_\_\_\_\_ Actual  Not to exceed   
If not budgeted, how will this expense be funded? \_\_\_\_\_  
FAA Grant at 91.06% \$228,637  
ADOT Match at 4.47% \$11,223  
Greenlee County at 4.47% \$11,224

**Grants/Contracts:**  
Federal  State  Other  \_\_\_\_\_  
CFDA # (Federal grants only) \_\_\_\_\_ State # \_\_\_\_\_  
Fund 237-038 \$ 810,672.00  
Matching funds required?  Yes  No Fund 237-038 \$ 11,224.00

Amounts shown are based on preliminary project budget as found in Section 20 of the project design report prepared by Morrison Maierle dated February 2021.

**5. Legal Review:** Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?  
 Yes  No  
Date of County Attorney approval: 09 March 2021

**6. Board of Supervisors action taken:**  
 Approved  Amended  Disapproved  Tabled

**Original backup documentation must accompany this form!**

**INVITATION TO BID  
RUNWAY 7-25 PAVEMENT PRESERVATION  
(P-608 SEAL) PROJECT  
GREENLEE COUNTY AIRPORT (CFT)  
CLIFTON-MORENCI, ARIZONA**

NOTICE is hereby given that pursuant to ARS 11-254.01, the **Board of Supervisors of Greenlee County** will receive sealed bids up to the hour of 5:00 p.m., Friday, April 23, 2021 at the board office located in the **Greenlee County Courthouse Annex, 253 5<sup>th</sup> street, P O Box 908, Clifton, Arizona 85533** for the **Greenlee County Airport Runway 7-25 Pavement Preservation (P-608 Seal) Project**. Bids will be publicly opened on Monday April 26, 2021 at 9:00 a.m. and presented to the Board of Supervisors at their next regularly scheduled meeting.

The Project includes the following work:

- Schedule 1:** Seal Coat, Temporary and Final Pavement Markings  
(AIP Eligible)
- Schedule 2:** Seal Coat, Temporary and Final Pavement Markings  
(Non-AIP Eligible)

The work is to include all tools, equipment, materials and labor to complete this project. The County expects to award a single construction contract for Schedules 1 and 2.

All bids must be sealed and marked "**Bid for Runway 7-25 Pavement Preservation (P-608 Seal) Project at the Greenlee County Airport.**" and addressed to the Greenlee County Board of Supervisors, P O Box 908, Clifton, Arizona, 85533. The Bidder's name, address and state Contractor's Registration Number shall appear in the lower left-hand corner of the envelope.

Bid Bond. All bids must be accompanied by lawful monies of the United States or a Cashier's Check, a Certified Check, Bid Bond, Bank Money Order or Bank Draft, drawn and issued by a National Banking Association located in the State of **Arizona**, or by any Banking Corporation incorporated under the Laws of the State of **Arizona**, in an amount equal to not less than ten (10) percent of the total bid, payable to the order of **Greenlee County** as liquidated damages in the event said successful bidder shall fail or refuse to execute the contract in accordance with the terms of his bid.

Performance and Payment Bond. After a contract is awarded, the successful bidder will be required to furnish a separate Performance and Payment Bond, each in the amount of one hundred percent (100%) of the contract.

Contract Documents. Contact person for this project is **Scott Bell, P.E.** Mr. Bell can be contacted at (406) 922-6812. The Contract Documents consisting of half size drawings and project manual may be **viewed** by either electronic documents on-line, or a hard copy at the Public Works Facilities Office (Tony Hines) at the Greenlee County Airport.

**Electronic Transfer** - Complete electronic Project Plans, Project Manual, and "**Bid Proposal Packet**" are available at the Greenlee County website "[www.greenlee.az.gov](http://www.greenlee.az.gov)" by clicking on the "CALLS FOR BID" tab under RESOURCES. PDF Documents can be viewed and downloaded at no cost to the Bidder. If downloaded from the Greenlee County Website, Bidder is responsible for checking for Addendums up to the day of the Bid submission. Bidder shall also email Scott Bell at "[sbell@m-m.net](mailto:sbell@m-m.net)" advising him that the Bidder plans on bidding the Project and requesting to be added to the Planholders' List.

The Bidder must supply all the information required by the bid documents and specifications. The Owner reserves the right to reject any or all bids and to waive irregularities

Funding for This Contract is Federally Assisted. Contractors at every tier must comply with applicable federal requirements including but not limited to: the Buy American Preference, Foreign Trade Restriction, Davis Bacon, Affirmative Action, Governmentwide Debarment and Suspension, Governmentwide Requirements for Drug-free Workplace, as contained in the bid documents.

Title VI Solicitation Notice. **Greenlee County**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Davis Bacon. The Contractor will be required to comply with the wage and labor requirements and to pay minimum wages in accordance with the schedule of wage rates established by the United States Department of Labor as referenced in the Contract.

Contractor Registration. Contractors and any subcontractors doing work on this project will require registration with the **Arizona Registrar of Contractors**. Forms for registration are available from the Arizona Registrar of Contractors, 800 West Washington Street, 6<sup>th</sup> Floor, Phoenix, Arizona, 85007. Information on registration can be obtained by calling (602) 542-1525. Contractors are required to have been registered with the Arizona Registrar of Contractors prior to bidding on this project

Non-Segregated Facilities. By submitting a bid/proposal under this solicitation, the bidder or offeror certifies they meet the non-segregated facilities requirement(s) per Section 1.8 - A19 of these specifications.

Equal Employment Opportunity and Affirmative Action Requirement. The proposed contract is under subject to 41 CFR § 60-1.4 and Executive Order 11246 of September 24, 1965, and to the Equal Employment Opportunity (EEO) and Federal Labor Provisions. A Contractor having 50 or more employees and his subcontractors having 50 or more employees and who may be awarded a subcontract of \$50,000 or more will be required to maintain an affirmative action program, the standards for which are contained in the specifications. To be eligible for award each bidder must comply with the affirmative action requirements which are contained in these specifications.

DBE Requirement. **Greenlee County** has not established an overall DBE goal for the year. However, under this contract, the **Greenlee County** is adopting a race-neutral means of facilitating DBE participation. The bidder shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The bidder shall carry out all applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts

As required by 49 CFR Part 26, **Greenlee County** is required to create a bidders list, consisting of information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders list approach to calculating future overall DBE goals. As per the requirements of the Proposal section, all Prime Bidders submitting bids on this project must submit, with his or her bid, a list including the name, address, and DBE/non-DBE status of all subcontractors and suppliers that bid or quote for work under this contract. Failure to provide this information, as outlined in the Proposal section, will make the bidder non-responsive and not eligible for award of the contract.

Funding and Award. This contract will be funded in part by a grant from the Federal Aviation Administration (FAA) and the Arizona Department of Transportation (ADOT). Therefore, award of the Contract by **Greenlee County** will be made subject to concurrence of the FAA and ADOT. Bidders may not withdraw Proposals for a period of **Ninety (90)** days after the bid opening date.

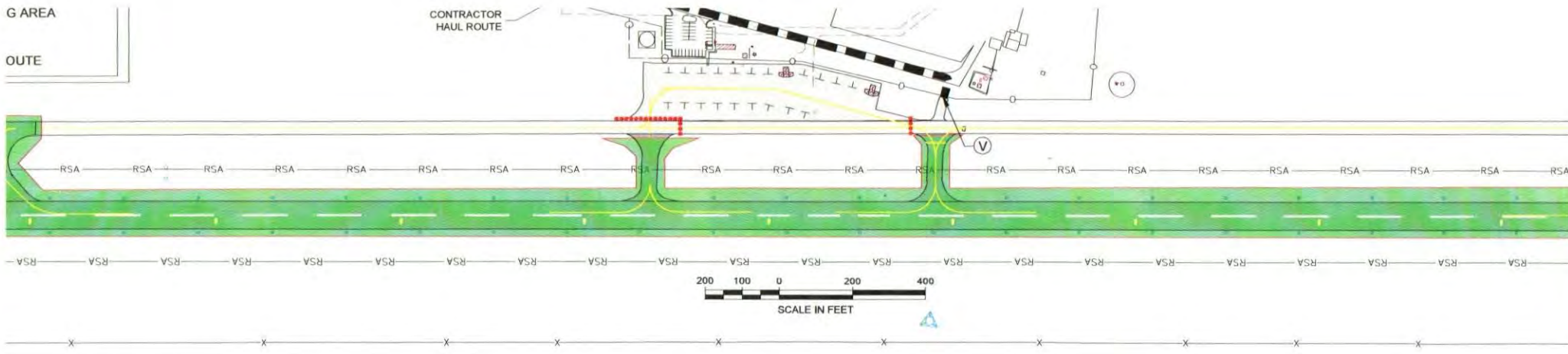
Pre-bid Conference. The pre-bid conference is hereby established at **1:00 p.m. local time, April 14, 2021** at the Internet Web location to be provided Plan Holders as follows: Notice and login procedures of Pre-Bid Conference will be emailed to all Plan Holders at least 72 hours in advance of the meeting. Contractors are encouraged to attend.

A tour of the work site will not be conducted. However, prospective contractors are encouraged to visit the site to make themselves familiar with the work. Contractors desiring to review the site before the bid may contact **Tony Hines, Greenlee County Public Works (Office Phone 928-687-2001)** for site visit coordination with the Owner.

Dated this 23<sup>rd</sup> day of March 2021.

/s/ Bianca Figueroa  
Deputy Clerk of the Board

Publish:                    March 24, 2021  
                                  March 31, 2021



- S:
- OTHER
- COORDINATE WITH AIRPORT MANAGER TO RE-ACTIVATE AIRFIELD ELECTRICAL SYSTEM AND PERFORM CHECKS TO ENSURE ALL SYSTEMS ARE OPERATING PROPERLY.
- PROJECT
- GENERAL OPERATIONS FOR
- PROCEED WITH PHASE II (FINAL STRIPING) OPERATIONS. SCHEDULING AND COORDINATION FOR FINAL STRIPING WITH ENGINEER WILL BE REQUIRED.
- LIMITS OF MATERIAL STAGING AREA. CONTRACTOR SHALL COORDINATE WITH AIRPORT MANAGER TO RE-OPEN RW 7-25 AND TW-A BY LIFTING THE NOTAM.
- GENERAL OPERATIONS FOR
- PHASE II (FINAL STRIPING) PROCEDURE:
- SCHEDULING AND COORDINATION FOR FINAL STRIPING WITH ENGINEER WILL BE REQUIRED.
  - PRIOR TO COMMENCING PHASE II OPERATIONS, 72-HOURS NOTICE WILL BE NECESSARY FOR THE OWNER TO ISSUE A NOTAM TO TEMPORARILY CLOSE RW 7-25 AND TW-A. PHASE II CLOSURE AND OPENING SHALL FOLLOW THE SAME PROCEDURES FOR PHASE I.
  - CONTRACTOR'S SUPERINTENDENT AND DESIGNATED RADIO MONITORS WILL BE REQUIRED TO RETURN FOR FINAL PAVEMENT MARKING OPERATIONS.
  - CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ALL AIRFIELD SAFETY REQUIREMENTS DEFINED FOR SCHEDULE I OPERATIONS.
  - CONTRACT TIME FOR PHASE II IS ONE (1) DAY.

**GENERAL WORK STAGING AND CONSTRUCTION OPERATIONS REQUIREMENTS**

- PRIOR TO THE START OF CONSTRUCTION, A PRE-CONSTRUCTION MEETING WILL BE CONDUCTED ON SITE BY THE ENGINEER, OWNER, AND WITH THE CONTRACTOR'S SUPERINTENDENT AND OTHER DESIGNATED PERSONNEL. THE PURPOSE OF THIS MEETING WILL BE TO DISCUSS THE AIRPORT OPERATIONS ASSOCIATED WITH CONSTRUCTION IMPROVEMENTS AND TO ASSESS THE CONTRACTOR'S UNDERSTANDING OF AIRPORT OPERATIONS DURING CONSTRUCTION.
- THE PRIME CONTRACTOR'S SUPERINTENDENT MUST BE ON SITE AT ALL TIMES DURING CONSTRUCTION - REGARDLESS OF THE DAY'S CONSTRUCTION OPERATIONS. WITHOUT THE SUPERINTENDENT ON SITE, CONSTRUCTION OPERATIONS WILL NOT BE ALLOWED TO PROCEED. THE ENGINEER/RESIDENT PROJECT REPRESENTATIVE (RPR) WILL VERIFY THIS REQUIREMENT IS MET ON A DAILY BASIS.
- ANY DAMAGE TO THE AIRPORT ACCESS OR ANY AIRPORT FACILITY CAUSED BY THE CONTRACTOR SHALL BE REPAIRED IMMEDIATELY TO THE SATISFACTION OF THE ENGINEER AND OWNER AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL NOTIFY THE ENGINEER 72-HOURS PRIOR TO BEGINNING CONSTRUCTION. THE OWNER WILL THEN ISSUE A NOTAM AS TO THE CLOSING OF RWY 7-25 AND ALL PROJECT TAXIWAYS.
- PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL HAVE ALL NECESSARY SAFETY DEVICES IN PLACE. THIS INCLUDES (AT A MINIMUM) FLAGGING OR FLASHING BEACONS ON ALL CONSTRUCTION VEHICLES.
- COORDINATE USE OF ANY LIGHT PLANTS WITH ENGINEER.
- CONTRACTOR SHALL PLACE RUNWAY CLOSURE (SEE DETAIL 2 ON THIS EXHIBIT) CROSSES ON TOP OF THE RWY 7 AND 25 NUMBER DESIGNATIONS PRIOR TO BEGINNING CONSTRUCTION OPERATIONS. DURING SEALING OR STRIPING OPERATIONS AT THE RUNWAY ENDS, THE CONTRACTOR SHALL TEMPORARILY MOVE THE CLOSURE CROSS TO THE APPROACH SAFETY AREA ASSOCIATED WITH THAT RUNWAY END. AS SOON AS THE SURFACE IS ADEQUATELY DRY ENOUGH SO THE CROSSES WILL NOT ADHERE TO THE CRACK SEAL/ SEAL COAT OR DISTURB THE PAINT, IT SHALL BE MOVED BACK TO THE RUNWAY NUMBER DESIGNATION LOCATION.
- CONTRACTOR STAGING AREA WILL BE LOCATED NEAR THE TERMINAL/APRON PARKING AREA. CONTRACTOR SHALL COORDINATE ACTUAL LIMITS OF STAGING AREA WITH AIRPORT MANAGER OR RPR. ONCE THESE LIMITS ARE ESTABLISHED, THE CONTRACTOR MUST KEEP ALL EQUIPMENT AND MATERIALS WITHIN THE LIMITS IN A TIDY MANNER. DUST CONTROL WILL BE REQUIRED. ANY DAMAGE TO THE APRON PAVEMENTS OR OTHER FEATURES SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE OWNER AND ENGINEER. COST FOR MAINTENANCE OR REPAIR TO THE STAGING AREA WILL BE CONSIDERED INCIDENTAL TO THE PROJECT. REFER TO THE SPECIAL PROVISIONS FOR ADDITIONAL INFORMATION REGARDING THE STAGING AREA.
- ALL LOCATIONS WITHIN THE PROJECT EXTENTS SHALL BE KEPT CLEAR OF WASTE AND LOOSE MATERIAL AT ALL TIMES BY THE CONTRACTOR. COST TO CLEAN AND SWEEP AT THE OWNER'S REQUEST SHALL BE INCIDENTAL TO THE PROJECT.
- PERSONAL VEHICLE PARKING IS NOT ALLOWED ON ANY AIRPORT PAVEMENTS OR ANY OTHER LOCATIONS OTHER THAN THE DESIGNATED PARKING AREA SHOWN ON THE DRAWINGS. DO NOT BLOCK ACCESS THROUGH THE GATE.
- CONTRACTOR EQUIPMENT MUST USE THE DESIGNATED HAUL ROUTE SHOWN.
- AT NO TIME DURING CONSTRUCTION SHALL THE CONTRACTOR HAVE AN EMPLOYEE OUTSIDE THE CONSTRUCTION AREAS WITHOUT THE EXPRESS PERMISSION OF THE OWNER AND ENGINEER. VIOLATION OF THIS REQUIREMENT MAY RESULT IN THE IMMEDIATE AND PERMANENT REMOVAL OF THAT EMPLOYEE FROM THE SITE.
- CONTRACTOR MUST ENSURE GATE AT ENTRANCE IS CLOSED IMMEDIATELY AFTER ENTERING OR EXITING THE AIRFIELD. IF THE GATE NEEDS TO REMAIN OPEN DURING CONSTRUCTION FOR ANY REASON, A CONTINUAL GATE GUARD WILL BE REQUIRED TO PREVENT UNAUTHORIZED ACCESS OF PERSONS OR WILDLIFE.
- ALL CONTRACTOR VEHICLES AND EQUIPMENT SHALL BE MARKED WITH THE CONTRACTOR'S NAME OR LOGO.
- A DESIGNATED RADIO PERSON SHALL BE ON SITE AT ALL TIMES DURING CONSTRUCTION TO MONITOR AIRCRAFT TRAFFIC AND EMERGENCY LANDINGS. CONTRACTOR SHALL PROVIDE THEIR OWN AIRPORT

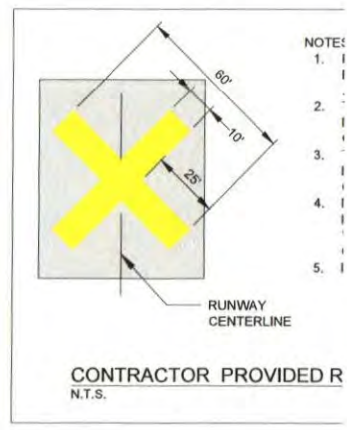
- ADVISORY FREQUENCY (CTAF) OF 122.9. SEE SPEC
- CONSTRUCTION OPERATIONS WILL NOT BE ALLOWED ON SITE. THE RPR WILL VALIDATE THAT THIS REQUIREMENT IS MET.
  - ALL BARRICADES SHALL BE MAINTAINED BY CONTRACTOR. BARRICADES SHALL BE CHECKED DAILY.
  - BARRICADES SHALL BE PLACED NO GREATER THAN 10 FEET FROM THE EDGE OF THE PAVED SURFACE.
  - CONTRACTOR SHALL INSTALL WARNING SIGNS / POTENTIAL TRAFFIC OF CONSTRUCTION ACTIVITIES SHALL CONFORM TO THE LATEST EDITION OF THE ICAO MANUAL ON AIRFIELD SAFETY DEVICES.
  - CONTRACTOR IS RESPONSIBLE FOR DISCONNECTING AIRFIELD SIGNS, PAPIs, AND ROTATING BEACONS. CONTRACTOR SHALL COORDINATE THIS WITH THE ENGINEER AND OWNER.
  - REFER TO THE CONSTRUCTION SAFETY AND PHASING PLAN FOR CONSTRUCTION OPERATIONS.
  - THE REQUIREMENTS OF THE CONTRACTOR OF SPECIFICATIONS WILL BE STRICTLY ADHERED TO. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN WRITING TO BOTH THE CONTRACTOR AND OWNER IF THE CONTRACTOR'S OPERATIONS JEOPARDIZE AIRCRAFT OPERATION.

**PRIOR PERMISSION REQUIRED (PPR) FOR AIRCRAFT OPERATION**

- SEE SECTION III IN THE CSPP FOR PROCEDURE FOR OBTAINING PPR FOR AIRCRAFT OPERATION.
- THE CONTRACTOR SHALL BE PREPARED TO EVACUATE THE CLOSED RUNWAY IN THE CASE OF AN AIRCRAFT EMERGENCY.



VEHICLES AND LIGHTS THAT MEETS THE MOST CURRENT VERSION OF THE FAA AC 150/5320-200 TO PLACE AND MAINTAIN RED SOLAR BARRICADE LIGHTS FOR RUNWAY END (I.E. FILLED WITH WATER) TO AVOID BEING MOVED BY JET BLAST SET 4' END TO END MINIMUM OR AS DIRECTED BY THE ENGINEER. THE LIGHTS SHALL BE MARKED WITH THE CONTRACTOR'S NAME OR LOGO, DIAGONAL, ALTERNATING ORANGE AND WHITE STRIPES.



DEREK RAPIER  
County Administrator  
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS  
P.O. BOX 908  
253 5<sup>TH</sup> STREET  
CLIFTON, AZ 85533

DAVID GOMEZ  
District 1

RON CAMPBELL  
District 2

RICHARD LUNT  
District 3

**MEETING NOTICE and AGENDA**  
Pursuant to Arizona Revised Statutes §38-431, et. seq.  
and amendments thereto, the  
**GREENLEE COUNTY BOARD OF SUPERVISORS**  
also sitting as Board of Directors for  
**GREENLEE COUNTY PUBLIC HEALTH SERVICES DISTRICT**  
and  
**GREENLEE COUNTY FLOOD CONTROL DISTRICT**  
hereby gives notice that a  
**Regular Meeting**  
will be held on Tuesday, March 2, 2021 – 8:00 a.m.

**Zoom Video Conferencing. To join the meeting enter the following URL into your browser:  
Join Zoom Meeting**

**<https://us02web.zoom.us/j/81001649257?pwd=UDZzNnhVNEsxR2JGeFpQNEhYd3l3UT09>**

**Meeting ID: 810 0164 9257  
Passcode: 932730**

**Board of Supervisors Meeting Room, 2nd floor Courthouse Annex, 253 5th Street,  
Clifton, Arizona**

**AGENDA**

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**In attendance: Board of Supervisors members: Richard Lunt, Chairman, David Gomez, Member and Ron Campbell, Member. Also present were Jeremy Ford, County Attorney; Derek Rapier, County Administrator, Austin Adams, Deputy County Administrator and Bianca Figueroa, Deputy Clerk of the Board**

**1.) Call to Order**

Chairman Lunt call the meeting to order at 8:00 a.m.

**A. Pledge of Allegiance**

Supervisor Gomez led those present in the pledge

**B. Call to the Public**



**5.) Derek Rapier, County Administrator**  
**A. Discussion/Action regarding Request for Proposals (RFP) for Redistricting Consultant Services.**

Mr. Rapier discussed the redistricting process; the process takes place every 10 years. He stated the best course of action to find a consultant to manage the County's redistricting process and asks the Board to approve the proposed Request for Proposal (RFP).

Upon motion by Supervisor Campbell seconded by Supervisors Gomez, and carried unanimously, the Board approved the agenda item as presented.

**6.) Derek Rapier, County Administrator**  
**A. Discussion/Action regarding alternative proposal for paying PSPSR Unfunded Liability with cash.**

Sheriff Tim Sumner spoke on this item and discussed prior presentations in earlier meetings presented by Mr. Rapier and Mr. Vasquez. Mr. Sumner expressed his concerns and recommendations and his belief that the best option is to use cash to pay the outstanding Unfunded Liability.

Mr. Rapier presented to the board an informative PowerPoint and discussed the Public Safety Personnel Retirement System (PSPRS) for the Sheriff and Deputies. Mr. Rapier discussed the PSPRS structure and pension funding considerations. He reviewed and considered 3 options to address unfunded liability: do nothing different, use pension obligation bonds to pay the unfunded liability; or using cash to pay the UAAL. Mr. Rapier discussed all the benefits and risks of each option and expressed his concerns of the risks. He stated the County is best served by making a decision sooner rather than later because of the risk of rising interest rates, and because the County currently has unexpected revenues. The Board gave Mr. Rapier direction to learn more about Section 115 Trusts and the county's excess expenditure limitation capacity.

**7.) Derek Rapier, County Administrator**  
**A. County and State budget and legislative issues**

Mr. Rapier discussed filed bills and how more than half of them are dead. He stated the House still hasn't issued budget priorities and if there is not an Agreement on the budget isn't reached soon, the session may drag on into the summer. Mr. Rapier stated the County will begin the budget process in the next two weeks and he will be contacting each department and office to discuss their priorities in the coming fiscal year.

**B. Calendar and Events**

Calendar and events were discussed.

and one in Clifton at the Courthouse. He explained how the station would work for the public. Mr. Lunt expressed his appreciation.

**10.) Adjournment**

There being no further business to come before the Board of Supervisors, the meeting was adjourned at 10:07 a.m.

APPROVED: /s/ Richard Lunt, Chairman

ATTEST: /s/ Bianca Figueroa  
Deputy Clerk of the Board

All agenda items are for discussion and/or action as deemed necessary. The Board reserves the right to consider any matter out of order. The Board may retire into Executive Session for any of the purposes that are allowed by law, including but not limited to legal advice and/or personnel matters; as authorized by A.R.S. §38-431.et.seq. Persons with a disability may request accommodation for special assistance by contacting Bianca Figueroa at 928-865-2072 (TDD 928-865-2632). Requests should be made as soon as possible to allow time for arrangement of the accommodation.

# COUNTY OF GREENLEE VOUCHER



VOUCHER NUMBER	4027
VOUCHER DATE	3/1/2021
FISCAL YEAR	2020-2021

The **COUNTY OF GREENLEE** is hereby authorized by the **GREENLEE COUNTY PUBLIC HEALTH BOARD OF DIRECTORS** to draw warrants against **222-HEALTH SERVICE FUNDS** for the sum of **\$155.54** on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end).

The **COUNTY OF GREENLEE** is hereby authorized by the **GREENLEE COUNTY FLOOD CONTROL DISTRICT BOARD OF DIRECTORS** to draw warrants against **240 - FLOOD CONTROL DISTRICT FUNDS** for the sum of \$                      - on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end).

The **COUNTY OF GREENLEE** is hereby authorized by the **BOARD OF SUPERVISORS** to draw warrants against **COUNTY OF GREENLEE FUNDS** for the sum of \$           1,752.91 on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end).

222 - Health Service Funds	\$	155.54
240 - Flood Control Funds	\$	-
All Other Funds	\$	1,752.91
<b>TOTAL</b>	<b>\$</b>	<b>1,908.45</b>

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# GREENLEE COUNTY VOUCHER

Voucher No: 4027

Voucher Date: 03/01/2021

Prepared By: \_\_\_\_\_

Printed: 03/01/2021 12:07:48 PM

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GREENLEE COUNTY is hereby authorized to draw warrants against GREENLEE COUNTY funds for the sum of \$1,908.45 on account of obligations incurred for value received in services and for materials as shown below for period June 30, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: \_\_\_ was approved at a public meeting of the governing board on \_\_\_\_\_ (A.R.S. 15-304), or \_\_\_ will be ratified at the next regular or special meeting of the governing board on \_\_\_\_\_ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.

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Richard Lunt Chairman, Supervisor District 3

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David Gomez Supervisor District 1

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Ron Campbell Supervisor District 2

GREENLEE COUNTY

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<b>Fund</b>		<b>Amount</b>
101	ADMIN - GENERAL FUND	\$1,528.20
220	PUBLIC WORKS - ROAD FUND	\$56.04
222	PHSD - HEALTH SERVICES FUND	\$155.54
223	EMERGENCY MNGMT - BIOTERRORISM	\$66.29
243	FAIR FUND	\$52.00
601	PROBATION - GENERAL FUND	\$50.38
		<hr/> <b>\$1,908.45</b>

**Greenlee County**

**Disbursement Detail Listing**

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4027 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: For Treasurer Posting

Bank Account: TREASURER

525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314006 / 3/5/2021	101.016.0000.7421.000	PHONE CHARGES FOR 15314006	\$186.03
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314025 / 3/5/2021	101.016.0000.7421.000	PHONE CHARGES FOR 15314025	\$63.53
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314066 / 3/5/2021	101.016.0000.7421.000	PHONE CHARGES FOR ACCOUNT 15314066	\$60.80
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	101.016.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$522.53
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	220.032.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$56.04
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.051.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$8.12
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.054.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$8.12
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.055.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$9.28
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.056.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$8.12
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.057.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$8.12
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.061.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$6.96
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.069.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$12.76
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.071.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$52.30

**Greenlee County**

**Disbursement Detail Listing**

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4027 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.077.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$9.28
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.078.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$9.28
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	222.080.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$23.20
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	223.068.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$66.29
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	243.086.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$52.00
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314073 / 3/5/2021	601.698.0000.7421.000	PHONE CHARGES FOR ACCT 15314073	\$50.38
525246	03/01/2021	4027	VALLEY TELECOM GROUP	15314074 / 3/5/2021	101.016.0000.7421.000	PHONE CHARGES FOR ACCOUNT 15314074	\$649.50
<b>Check Total:</b>							<b>\$1,862.64</b>
<b>Bank Total:</b>							<b>\$1,862.64</b>

<u>Fund</u>	<u>Amount</u>
101	\$1,482.39
220	\$56.04
222	\$155.54
223	\$66.29
243	\$52.00
601	\$50.38
<b>Fund Totals:</b>	<b>\$1,862.64</b>

**End of Report**

Disbursements Grand Total: \$1,862.64

# COUNTY OF GREENLEE VOUCHER



VOUCHER NUMBER	4028
VOUCHER DATE	3/10/2021
FISCAL YEAR	2020-2021

The **COUNTY OF GREENLEE** is hereby authorized by the **GREENLEE COUNTY PUBLIC HEALTH BOARD OF DIRECTORS** to draw warrants against **222-HEALTH SERVICE FUNDS** for the sum of \$ 43,316.34 on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end).

The **COUNTY OF GREENLEE** is hereby authorized by the **GREENLEE COUNTY FLOOD CONTROL DISTRICT BOARD OF DIRECTORS** to draw warrants against **240 - FLOOD CONTROL DISTRICT FUNDS** for the sum of \$ - on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end).

The **COUNTY OF GREENLEE** is hereby authorized by the **BOARD OF SUPERVISORS** to draw warrants against **COUNTY OF GREENLEE FUNDS** for the sum of \$ 332,029.11 on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end).

222 - Health Service Funds	<b>\$43,316.34</b>
240 - Flood Control Funds	\$ -
All Other Funds	\$ 332,029.11
<b>TOTAL</b>	<b>\$ 375,345.45</b>

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# GREENLEE COUNTY VOUCHER

Voucher No: 4028

Voucher Date: 03/11/2021

Prepared By: \_\_\_\_\_

Printed: 03/10/2021 08:02:11 AM

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GREENLEE COUNTY is hereby authorized to draw warrants against GREENLEE COUNTY funds for the sum of \$375,345.45 on account of obligations incurred for value received in services and for materials as shown below for period June 30, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: \_\_\_ was approved at a public meeting of the governing board on \_\_\_\_\_ (A.R.S. 15-304), or \_\_\_ will be ratified at the next regular or special meeting of the governing board on \_\_\_\_\_ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.

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Richard Lunt Chairman, Supervisor District 3

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David Gomez Supervisor District 1

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Ron Campbell Supervisor District 2

GREENLEE COUNTY

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Fund		Amount
055	AZ LOCAL GOVT EBT	\$157,085.77
101	ADMIN - GENERAL FUND	\$98,468.71
119	SCHOOL SUP - COUNTY JAIL EDUCATION	\$738.63
126	ATTORNEY - DIVERSION PROGRAM	\$79.58
138	J.P. DISTRICT #2 - TPF	\$194.99
139	CASA - SPECIAL ADVOCATE PROGRAM	\$46.00
140	ATTORNEY - ENHANCEMENT FUND	\$35.05
150	SHERIFF - JAIL ENHANCEMENT FUND	\$725.50
196	LIBRARY - LIBRARY SVCS & TECH ACT GRANT	\$1,942.03
209	ADMIN - ASRS COBRA SUBSIDY PAYMENTS	\$460.02
219	PUBLIC WORKS - LANDFILL OPERATIONS FUND	\$16,447.48
220	PUBLIC WORKS - ROAD FUND	\$15,577.32

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**Voucher No: 4028****Voucher Date: 03/11/2021**

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<b>Fund</b>		<b>Amount</b>
222	PHSD - HEALTH SERVICES FUND	\$43,316.34
223	EMERGENCY MNGMT - BIOTERRORISM	\$7,989.42
225	ADMIN - ECONOMIC DEVELOPMENT FUND	\$21,770.11
237	AIRPORT - AIRPORT IMPROVEMENT FUND	\$627.54
243	FAIR FUND	\$1,715.80
244	RACE FUND	\$333.68
274	TITLE IV - E	\$873.88
601	PROBATION - GENERAL FUND	\$613.03
608	PROBATION URINALYSIS FEES	\$238.55
615	PROBATION - COMMUNITY PUNISHMENT PROGRAM	\$1,050.00
800	ADMIN - GENERAL LONG TERM DEBT ACCOUNT	\$5,016.02
		<hr/> <b>\$375,345.45</b>

**Greenlee County**

**Disbursement Detail Listing**

Fiscal Year: 2020-2021

Bank Name: For Treasurer Posting

Bank Account: TREASURER

Date Range: 06/30/2020 - 06/30/2021

Voucher Range: 4028 -

Sort By: Check

Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Bank Name: For Treasurer Posting			Bank Account: TREASURER				
525277	03/11/2021	4028	ARIZONA COUNTIES INSURANCE POO	2021084	101.019.0000.7461.000	INVOICE # 2021084 - CRYSTAL FREI	\$2,500.00
525277	03/11/2021	4028	ARIZONA COUNTIES INSURANCE POO	2021097	225.042.0000.7461.000	INVOICE # 2021097 - AKOS KOVACH	\$20,990.10
525277	03/11/2021	4028	ARIZONA COUNTIES INSURANCE POO	2021110	225.042.0000.7461.000	INVOICE # 2021110 - AKOS KOVACH	\$740.00
Check Total:							\$24,230.10
525279	03/11/2021	4028	ARROW TEK INC.	C-16694	101.001.0000.6100.000	WASTE CARTRIDGE-IT(1), INK CARTRIDGE	\$79.99
525279	03/11/2021	4028	ARROW TEK INC.	C-16694	101.015.0000.6100.000	WASTE CARTRIDGE-IT(1), INK CARTRIDGE	\$24.50
525279	03/11/2021	4028	ARROW TEK INC.	C-16700	101.003.0000.6100.000	INK ORDER JIM FLEET(1), GOMEZ BOS(1), IRENE	\$23.25
525279	03/11/2021	4028	ARROW TEK INC.	C-16700	101.019.0000.6100.000	INK ORDER JIM FLEET(1), GOMEZ BOS(1), IRENE	\$69.99
525279	03/11/2021	4028	ARROW TEK INC.	C-16700	101.020.0000.6100.000	INK ORDER JIM FLEET(1), GOMEZ BOS(1), IRENE	\$85.00
525279	03/11/2021	4028	ARROW TEK INC.	C-16704	101.014.0000.6100.000	WASTE CARTRIDGE IT(1), FUSER ASSEMBLY IT(1)	\$85.00
525279	03/11/2021	4028	ARROW TEK INC.	C-16704	101.015.0000.6100.000	WASTE CARTRIDGE IT(1), FUSER ASSEMBLY IT(1)	\$250.50
525279	03/11/2021	4028	ARROW TEK INC.	C-16704	101.019.0000.6100.000	WASTE CARTRIDGE IT(1), FUSER ASSEMBLY IT(1)	\$220.00
525279	03/11/2021	4028	ARROW TEK INC.	C-16706	101.007.0000.6100.000	INK ORDER JP1(2), D MANUZ(1), FAIR &	\$184.24
525279	03/11/2021	4028	ARROW TEK INC.	C-16706	101.020.0000.6100.000	INK ORDER JP1(2), D MANUZ(1), FAIR &	\$55.00

## Greenlee County

### Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4028 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525279	03/11/2021	4028	ARROW TEK INC.	C-16706	101.086.0000.6100.000	INK ORDER JP1(2), D MANUZ(1), FAIR &	\$225.75
525279	03/11/2021	4028	ARROW TEK INC.	C-16709	101.019.0000.6100.000	INK ORDER FOR DANIELLE @ GCSO DISPATCH (8)	\$504.00
Check Total:							\$1,807.22
525281	03/11/2021	4028	AZ LOCAL GOVERNMENT EBT	V793501	055.000.0000.7800.000	AZLGEBT PAYMENT - MARCH 2021	\$157,085.77
Check Total:							\$157,085.77
525283	03/11/2021	4028	AZ STATE TREASURER	V216396	101.016.0000.7419.000	STATE AHCCCS PAYMENT FOR THE MONTH OF APRIL	\$15,892.00
Check Total:							\$15,892.00
525284	03/11/2021	4028	BACKDROP EXPRESS	59516	196.018.0000.6100.000	SUPPLIES - LSTA GRANT PURCHASE	\$1,302.03
Check Total:							\$1,302.03
525287	03/11/2021	4028	BOTANICAL PHARM, LLC	096	222.051.0000.7419.000	Graham County Epidemiology Consulting 20	\$1,300.00
525287	03/11/2021	4028	BOTANICAL PHARM, LLC	132	223.068.0000.7419.000	Greenlee County Epidemiology 91 hours at	\$5,915.00
525287	03/11/2021	4028	BOTANICAL PHARM, LLC	232	222.051.0000.7419.000	Greenlee Public Health Consulting 24 hours at	\$1,560.00
Check Total:							\$8,775.00
525294	03/11/2021	4028	CAROLYN CLARK	V954196	101.012.0000.7418.000	February Mediations	\$1,200.00
Check Total:							\$1,200.00
525295	03/11/2021	4028	CATERPILLAR FINANCIAL SERVICES CORP	30713197	219.036.0000.9000.000	CONTRACT 2019-002 D8T-FMC01897 CONTRACT	\$8,201.16
525295	03/11/2021	4028	CATERPILLAR FINANCIAL SERVICES CORP	30717892	219.036.0000.9000.000	CONTRACT 2018-002 950M CAT WHEEL LOADER	\$3,659.84
525295	03/11/2021	4028	CATERPILLAR FINANCIAL SERVICES CORP	30728309	800.030.0000.9000.000	CONTRACT 2019-001 140M3-N9D00967	\$3,853.76
Check Total:							\$15,714.76

## Greenlee County

### Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4028 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525296	03/11/2021	4028	CDW GOVERNMENT, INC	6131584	101.015.0000.7495.000	CISCO DUO MFA LICENSE (65)	\$2,971.01
Check Total:							\$2,971.01
525300	03/11/2021	4028	CMI QUICK COPY	42235	219.036.0000.7453.000	PRINTING & BINDING LOMA LINDA LANDFILL RECEIPTS 3	\$676.42
525300	03/11/2021	4028	CMI QUICK COPY	V161382	101.001.0000.7453.000	Letterhead, Envelopes and Business Cards	\$963.35
Check Total:							\$1,639.77
525301	03/11/2021	4028	DAISY FLORES	V243796	101.012.0000.7411.000	Indigent Defense - Sanders; Madrigal Dependency GAL	\$900.00
525301	03/11/2021	4028	DAISY FLORES	V243796	274.012.0000.7411.000	Indigent Defense - Sanders; Madrigal Dependency GAL	\$873.88
525301	03/11/2021	4028	DAISY FLORES	V631922	101.012.0000.7411.000	Indigent Defense - Vincent Dominguez; Serinnah	\$1,450.00
Check Total:							\$3,223.88
525302	03/11/2021	4028	DENNIS MCCARTHY	V291973	101.012.0000.7411.000	Indigent Defense - Shreeve; Ruiz	\$1,300.00
Check Total:							\$1,300.00
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.005.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$546.72
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.005.0033.7471.000	ELECTRIC AND GAS SERVICES.	\$454.68
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.005.0033.7472.000	ELECTRIC AND GAS SERVICES.	\$390.12
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.005.0035.7471.000	ELECTRIC AND GAS SERVICES.	\$76.56
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.006.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$56.64
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.038.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$267.15

## Greenlee County

### Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4028 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	101.081.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$109.39
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	219.036.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$146.08
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V186716	220.030.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$342.47
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V487579	101.005.0033.7471.000	ELECTRIC AND GAS SERVICES.	\$252.33
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V487579	101.005.0033.7472.000	ELECTRIC AND GAS SERVICES.	\$410.82
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V487579	243.086.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$17.76
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V771888	101.081.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$74.26
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V785347	243.086.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$402.09
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V785347	243.086.0000.7472.000	ELECTRIC AND GAS SERVICES.	\$86.65
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V785347	244.087.0000.7471.000	ELECTRIC AND GAS SERVICES.	\$40.48
525306	03/11/2021	4028	DUNCAN VALLEY ELECTRIC INC	V785347	244.087.0000.7472.000	ELECTRIC AND GAS SERVICES.	\$173.89
Check Total:							\$3,848.09
525308	03/11/2021	4028	ELECTION SYSTEMS & SOFTWARE, LLC	1177258	101.001.0000.7491.000	ELECTIONWARE MEDIA BURN RENEWAL LICENSE FEE	\$2,127.45
Check Total:							\$2,127.45
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5182702	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLIES GB#3402 LEVER	\$329.02
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5182703	220.030.0000.6320.000	MOTOR VEHICLE SUPPLIES GB#3334 CAT TDTO 30,	\$81.29

## Greenlee County

### Disbursement Detail Listing

Fiscal Year: 2020-2021

Bank Name: For Treasurer Posting

Bank Account: TREASURER

Date Range: 06/30/2020 - 06/30/2021

Voucher Range: 4028 -

Sort By: Check

Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5185514	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3339 ELEMENT	\$491.32
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5185515	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3339 DEO-ULS-	\$161.68
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5185516	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3339 OASAMPLE	\$104.15
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5192004	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3334 KEY,	\$34.74
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EMPS5192005	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3403 SWITCH A	\$98.83
525309	03/11/2021	4028	EMPIRE SOUTHWEST MACHINERY	EPWK0499367	101.006.0000.7499.000	OTHER REPAIRS AND MAINTENANCE.	\$165.00
Check Total:							\$1,466.03
525312	03/11/2021	4028	GILA HEALTH RESOURCES, LLC V382147		101.016.0000.7419.000	DEATH CERTIFICATES FOR M. LOWERY - F.ONATE -	\$3,085.10
Check Total:							\$3,085.10
525313	03/11/2021	4028	GILA HEALTH RESOURCES, LLC V645206		222.049.0000.7575.000	AMBULANCE REIMBURSEMENT FEE &	\$35,000.00
Check Total:							\$35,000.00
525317	03/11/2021	4028	GREENLEE COUNTY	V19491	223.068.0000.7489.000	Lease of vehicle for the Public Health Preparedness	\$650.00
525317	03/11/2021	4028	GREENLEE COUNTY	V587870	223.068.0000.7489.000	Lease of office space for the Public Health Preparedness	\$650.00
Check Total:							\$1,300.00
525319	03/11/2021	4028	HOME DEPOT CREDIT SERVICES	V375103	101.005.0000.6430.000	HOME DEPOT CREDIT CARD CHARGES - COMMERICAL	\$22.88
525319	03/11/2021	4028	HOME DEPOT CREDIT SERVICES	V375103	101.020.0000.6100.000	HOME DEPOT CREDIT CARD CHARGES - COMMERICAL	\$137.45
525319	03/11/2021	4028	HOME DEPOT CREDIT SERVICES	V375103	243.086.0000.6310.000	HOME DEPOT CREDIT CARD CHARGES - COMMERICAL	\$939.28
Check Total:							\$1,099.61

## Greenlee County

### Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4028 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525323	03/11/2021	4028	JOSI Y. LOPEZ	V817540	101.012.0000.7411.000	Indigent Defense - Macario: Schrom x2; Sanderson;	\$1,700.00
Check Total:							\$1,700.00
525331	03/11/2021	4028	MACDONALD COUNSELING SERVICES	02-21 GCCF	150.019.0000.7419.000	Inmate counseling for the month of February. 2/1/21	\$585.00
525331	03/11/2021	4028	MACDONALD COUNSELING SERVICES	02/25/21	601.698.0000.7423.000	Invoice dated: 02/25/21 Adult Counseling	\$15.00
525331	03/11/2021	4028	MACDONALD COUNSELING SERVICES	02/25/21	615.641.0000.7419.000	Invoice dated: 02/25/21 Adult Counseling	\$1,050.00
Check Total:							\$1,650.00
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	003690	222.049.0000.6320.000	MOTOR VEHICLE PARTS. GB 4910/STOCK. 2-VALVE	\$194.76
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	003984	101.020.0000.6390.000	SHOP SUPPLIES. 6- MINUS 20 WINDSHIELD	\$20.94
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	003985	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3241 GASKET	\$7.82
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	003990	101.020.0000.6320.000	MOTOR VEHICLE PARTS. STOCK. 3-FUEL FILTERS.	\$23.63
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	006693	220.030.0000.6320.000	MOTOR VEHICLE SUPPLY GB#3300 L S 3030 SPRING	\$132.86
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054222	101.020.0000.6320.000	MOTOR VEHICLE PARTS. GB 1995. 1-HEADLIGHT	\$445.11
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054298	101.020.0000.6320.000	MOTOR VEHICLE PARTS. GB 2101. 1-BATTERY.	\$83.33
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054304	101.020.0000.6430.000	TOOLS. 1-PIPE TAP. 1-SCRAPER.	\$16.97
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054307	101.020.0000.6320.000	MOTOR VEHICLE PARTS. GB 2101/STOCK. 6-MOBIL	\$35.94
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054321	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3403 SWST-2	\$13.59

## Greenlee County

### Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4028 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054333	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3403 V-BELT	\$3.84
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054345	101.020.0000.6430.000	TOOLS. 2-REDUCERS.	\$19.66
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054349	101.020.0000.6320.000	MOTOR VEHICLE PARTS. GB 2023. 2-RAINX	\$22.67
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054363	101.020.0000.6320.000	MOTOR VEHICLE PARTS. GB 1996. LIFT SUPPORT	\$27.26
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054364	101.020.0000.6390.000	SHOP SUPPLIES. 2-PTEX THRDEAL	\$5.00
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054402	101.020.0000.6390.000	SHOP SUPPLIES. 1-BREAKAWAY. 1-TWISTER	\$552.56
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054508	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3241 .75INX14	\$53.99
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054510	101.020.0000.6390.000	SHOP SUPPLIES. 1-PERMATEX.	\$8.39
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054520	101.020.0000.6390.000	SHOP SUPPLIES. 2-ADH ERASER WHEEL.	\$64.85
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054521	220.030.0000.6320.000	MOTOR VEHICLE SUPPLY GB#3300 CLEVIS	\$45.23
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054557	101.020.0000.6390.000	SHOP SUPPLIES. ALUMINUM RIVETS. SAW	\$19.56
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054565	101.020.0000.6390.000	SHOP SUPPLIES. 8-SHOP TOWELS.	\$26.18
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054572	101.020.0000.6390.000	SHOP SUPPLIES. 3-DRILL BIT.	\$8.38
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054600	220.030.0000.6320.000	MOTOR VEHICLE REPAIR SUPPLY GB#3284 SCOTSEAL,	\$324.34
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054602	222.049.0000.6320.000	MOTOR VEHICLE PARTS. STOCK. 8-BLUE DEF 2.5	\$113.20



## Greenlee County

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525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054662	101.020.0000.6430.000	TOOLS. IMPACT SOCKET.	\$5.60
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054689	101.020.0000.6390.000	SHOP SUPPLIES. 12-NON-CHLOR BRAKE	\$32.60
525332	03/11/2021	4028	MACK'S AUTO SUPPLY	054690	101.020.0000.6320.000	MOTOR VEHICLE PARTS. 4-OIL FILTERS, 1-AIR	\$28.24
Check Total:							\$2,336.50
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V102656	101.005.0000.7473.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$214.20
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V422888	101.005.0000.7473.000	WATER AND ELECTRIC SERVICES @ SO/WATER	\$98.05
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V475914	101.005.0035.7471.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$483.55
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V475914	101.005.0035.7473.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$44.45
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V571376	101.005.0000.7471.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$847.11
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V595241	222.071.0000.7473.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$12.35
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V620020	101.005.0035.7471.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$1,371.55
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V620020	101.005.0035.7473.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$212.21
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V63652	101.005.0000.7471.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$3,000.80
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V841035	101.004.0000.7471.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$57.39
525334	03/11/2021	4028	MORENCI WATER AND ELECTRIC	V848851	101.005.0035.7471.000	WATER AND ELECTRIC SERVICES @ GREENLEE	\$128.71
Check Total:							\$6,470.37

**Greenlee County**

**Disbursement Detail Listing**

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525340	03/11/2021	4028	OFFICE DEPOT INC	152448609001	101.015.0000.6490.000	MINI DISPLAY PORT ADAPTER(6), 8GB FLASH	\$271.33
525340	03/11/2021	4028	OFFICE DEPOT INC	152632195001	101.015.0000.6490.000	MICROSOFT ARC MOUSE JEROMY VAUGHN(1)	\$83.61
525340	03/11/2021	4028	OFFICE DEPOT INC	153365909001	101.075.0000.6100.000	OFFICE SUPPLIES	\$168.73
525340	03/11/2021	4028	OFFICE DEPOT INC	153418495001	101.075.0000.6100.000	OFFICE SUPPLIES	\$17.37
525340	03/11/2021	4028	OFFICE DEPOT INC	15374652002	222.057.0572.6100.000	Office Supplies	\$30.68
525340	03/11/2021	4028	OFFICE DEPOT INC	153883891001	101.015.0000.8551.000	ADOBE PRO FOR DEREK RAPIER	\$488.69
525340	03/11/2021	4028	OFFICE DEPOT INC	154192370001	101.019.0000.6100.000	BATTERIES AA & AAA, INVOICE 154192370001,	\$199.09
525340	03/11/2021	4028	OFFICE DEPOT INC	155560924001	101.020.0000.6100.000	OFFICE SUPPLIES. COPY PAPER. FILE COPY RED	\$56.75
525340	03/11/2021	4028	OFFICE DEPOT INC	155585762001	101.020.0000.6100.000	OFFICE SUPPLIES. ENTERED STAMP.	\$9.00
525340	03/11/2021	4028	OFFICE DEPOT INC	155783248001	101.012.0000.6100.000	Tower heaters	\$70.90
525340	03/11/2021	4028	OFFICE DEPOT INC	155783548001	101.012.0000.6100.000	Extension cord	\$14.76
525340	03/11/2021	4028	OFFICE DEPOT INC	155960491001	101.010.0000.6100.000	Pop up note pads, pop up disspenser for office	\$68.91
525340	03/11/2021	4028	OFFICE DEPOT INC	156022662001	101.019.0000.6100.000	10 INKJET LABELS, ENVELOPE, CLASP, 9 X 12,	\$92.22
525340	03/11/2021	4028	OFFICE DEPOT INC	157061233001	101.015.0000.6100.000	HEATER FOR OFFICE(1)	\$34.96
525340	03/11/2021	4028	OFFICE DEPOT INC	157281194001	101.091.0000.6100.000	OFFICE SUPPLIES - COMPUTER SPEAKERS	\$33.55
525340	03/11/2021	4028	OFFICE DEPOT INC	157281378001	101.091.0000.6100.000	OFFICE SUPPLIES - FOLDERS	\$10.64
525340	03/11/2021	4028	OFFICE DEPOT INC	158504982001	101.015.0000.6490.000	MINI DISPLAY PORT TO HDMI(6)	\$130.25
525340	03/11/2021	4028	OFFICE DEPOT INC	159393930001	220.030.0000.6100.000	OFFICE SUPPLIES CALCULATOR MINI, COPY	\$59.86

**Greenlee County**

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**Voucher Range:** 4028 -

**Dollar Limit:** \$999.99

**Fiscal Year:** 2020-2021

**Print Employee Vendor Names**

**Exclude Voided Checks**

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**Include Non Check Batches**

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525340	03/11/2021	4028	OFFICE DEPOT INC	159406399001	220.030.0000.6100.000	OFFICE SUPPLIES CADDY W/MARKER & ERASER	\$21.71
525340	03/11/2021	4028	OFFICE DEPOT INC	V331966	101.009.0000.6100.000	Invoice#159823609001 Office Supplies	\$392.88
525340	03/11/2021	4028	OFFICE DEPOT INC	V331966	138.009.0000.6490.000	Invoice # 159823610001 Bench Chair	\$194.99
Check Total:							\$2,450.88
525343	03/11/2021	4028	PERFECT PRINTZ	27973	101.001.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$70.60
525343	03/11/2021	4028	PERFECT PRINTZ	27973	101.002.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$26.72
525343	03/11/2021	4028	PERFECT PRINTZ	27973	101.009.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$157.84
525343	03/11/2021	4028	PERFECT PRINTZ	27973	101.009.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$157.93
525343	03/11/2021	4028	PERFECT PRINTZ	27973	101.010.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$1,472.94
525343	03/11/2021	4028	PERFECT PRINTZ	27973	101.019.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$396.86
525343	03/11/2021	4028	PERFECT PRINTZ	27973	222.052.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$221.09
525343	03/11/2021	4028	PERFECT PRINTZ	27973	223.068.0000.6100.000	MONTHLY SERVICE CONTRACT FOR PRINTERS,	\$15.26
Check Total:							\$2,519.24
525344	03/11/2021	4028	PITNEY BOWES GLOBAL FINANCIAL SERVICES	3104578410	800.016.0000.9000.000	LEASE CHARGES ACCT 00017192382	\$1,147.26
525344	03/11/2021	4028	PITNEY BOWES GLOBAL FINANCIAL SERVICES	3104578556	800.016.0000.9000.000	LEASE CHARGES ACCT 0017211465	\$15.00
Check Total:							\$1,162.26

## Greenlee County

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Print Employee Vendor Names

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Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525351	03/11/2021	4028	SCHINDLER ELEVATOR CORPORATION	8105565438	101.005.0000.7419.000	PROFESSIONAL SERVICES. QUARTERLY BILLING FOR	\$1,176.09
Check Total:							\$1,176.09
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-80326	219.036.0000.6250.000	FUEL @ LOMA LINDA LANDFILL QTY 601.1 DYED	\$1,843.49
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81091	101.020.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$272.86
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81091	101.020.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$244.30
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81091	101.083.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$67.61
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81091	219.036.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$362.95
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81091	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$3,086.76
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81091	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$785.60
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.002.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$103.01
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.003.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$67.04
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.005.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$177.13
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.008.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$142.25
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.015.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$44.15
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.019.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$3,073.86

## Greenlee County

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.020.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$358.62
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	101.083.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$92.11
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$871.45
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	222.051.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$64.31
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	222.055.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$31.61
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	222.071.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$107.37
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	223.068.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$44.15
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-81092	601.698.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$273.05
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.002.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$231.18
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.003.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$25.17
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.005.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$332.90
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.005.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$17.27
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.008.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$224.50
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.015.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$64.73
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	101.019.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$3,769.74

## Greenlee County

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525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	219.036.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$318.96
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$3,771.13
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$374.50
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	222.049.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$1,650.08
525352	03/11/2021	4028	SENERGY PETROLEUM	SEN-83671	222.051.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$114.56
Check Total:							\$23,008.40
525355	03/11/2021	4028	STANLEY CONVERGENT SECURITY	6000541535	101.015.0000.7495.000	MAINTENANCE AND MONITORING CHARGES-	\$445.89
525355	03/11/2021	4028	STANLEY CONVERGENT SECURITY	6000905292	101.015.0000.7495.000	MAINTENANCE AND MONITORING	\$11,845.74
Check Total:							\$12,291.63
525356	03/11/2021	4028	SYSCO FOOD SERVICES OF AZ	349474051	101.019.0000.7539.000	1 case of 1000 sheets of Liner pan paper Quilon 16 X	\$57.21
525356	03/11/2021	4028	SYSCO FOOD SERVICES OF AZ	349474052	101.019.0000.6215.000	Food supplies for inmate meal menus. Invoice #	\$1,649.97
Check Total:							\$1,707.18
525358	03/11/2021	4028	THE AARONS COMPANY, LLC	V862315	101.016.0000.7419.000	CONSULTING SERVICES FOR THE MONTH OF APRIL 2021	\$3,000.00
Check Total:							\$3,000.00
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V263441	101.005.0000.7421.000	TELEPHONE CHARGES. IT FIRE ALARM LINES.	\$107.11
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V263441	101.005.0033.7421.000	TELEPHONE CHARGES. IT FIRE ALARM LINES.	\$107.11
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V338375	101.006.0000.8520.000	Special Circuit	\$659.00
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V534730	222.069.0000.7421.000	Telephone Charges	\$135.29

## Greenlee County

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V745083	101.020.0000.7421.000	TELEPHONE CHARGES FOR ROADS, FACILITIES, FLEET,	\$128.77
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V745083	219.036.0000.7421.000	TELEPHONE CHARGES FOR ROADS, FACILITIES, FLEET,	\$109.01
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V745083	220.030.0000.7421.000	TELEPHONE CHARGES FOR ROADS, FACILITIES, FLEET,	\$360.42
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V745083	243.086.0000.7421.000	TELEPHONE CHARGES FOR ROADS, FACILITIES, FLEET,	\$60.82
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V781745	101.019.0000.7421.000	MONTHLY TELEPHONE CHARGES FOR THE	\$286.58
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V794804	101.006.0000.7429.000	FIBER CIRCUITS	\$6,458.20
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V794804	101.015.0000.7429.000	FIBER CIRCUITS	\$92.41
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V794804	101.016.0000.7429.000	FIBER CIRCUITS	\$134.90
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V794804	220.030.0000.7429.000	FIBER CIRCUITS	\$2,240.60
525367	03/11/2021	4028	VALLEY TELECOM GROUP	V937978	101.019.0000.7421.000	MONTHLY TELEPHONE CHARGES FOR THE	\$5.46
Check Total:							\$10,885.68
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.001.0000.7421.000	WIFI BILL FOR JAN 21- FEB 20, 2021	\$40.01
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.002.0000.7421.000	WIFI BILL FOR JAN 21- FEB 20, 2021	\$80.02
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.003.0000.7421.000	WIFI BILL FOR JAN 21- FEB 20, 2021	\$200.05
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.003.0000.7421.000	WIFI BILL FOR JAN 21- FEB 20, 2021	\$80.02
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.004.0000.7421.000	WIFI BILL FOR JAN 21- FEB 20, 2021	\$40.01
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.005.0000.7421.000	WIFI BILL FOR JAN 21- FEB 20, 2021	\$40.01

## Greenlee County

### Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 06/30/2020 - 06/30/2021

Sort By: Check

Bank Account: TREASURER

Voucher Range: 4028 -

Dollar Limit: \$999.99

Fiscal Year: 2020-2021

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.008.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$160.10
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.012.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$40.05
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.014.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$40.01
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	101.015.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$240.08
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	220.030.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$120.09
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	220.032.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$80.02
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	222.051.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$120.03
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	222.054.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$103.34
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	222.054.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$40.01
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	222.057.0572.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$40.03
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	222.080.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$80.02
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	223.068.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$40.01
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	225.042.0000.7421.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$40.01
525368	03/11/2021	4028	VERIZON 465444326-00002	9873776630	243.086.0000.7429.000	WIFI BILL FOR JAN 21 - FEB 20, 2021	\$80.02

Check Total: \$1,703.94

Bank Total: \$355,129.99



## Greenlee County

### Disbursement Detail Listing

**Bank Name:** For Treasurer Posting

**Date Range:** 06/30/2020 - 06/30/2021

**Sort By:** Check

**Fiscal Year:** 2020-2021

**Bank Account:** TREASURER

**Voucher Range:** 4028 -

**Dollar Limit:** \$999.99

**Print Employee Vendor Names**

**Exclude Voided Checks**

**Exclude Manual Checks**

**Include Non Check Batches**

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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<u>Fund</u>	<u>Amount</u>
055	\$157,085.77
101	\$87,614.78
138	\$194.99
150	\$585.00
196	\$1,302.03
219	\$15,317.91
220	\$13,997.31
222	\$40,918.73
223	\$7,314.42
225	\$21,770.11
243	\$1,586.62
244	\$214.37
274	\$873.88
601	\$288.05
615	\$1,050.00
800	\$5,016.02
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Fund Totals:	\$355,129.99

End of Report

Disbursements Grand Total: \$355,129.99