

**Anderson County Board of Commissioners  
Purchasing Committee Meeting Minutes  
September 14, 2020  
4:00 p.m.  
Room 312 of the Courthouse**

**Members:** Tim Isbel (Committee Chair), Steve Mead, Phil Yager and Catherine Denenberg.  
**Member Absent:** Joshua Anderson

Meeting Venue was at the Courthouse and via a GoToMeeting pursuant to Resolution 20-04-812.

The first order of business was to select a Chairperson. Commissioner Denenberg made a motion to elect Commissioner Isbel. Commissioner Mead seconded the motion. Motion passed unanimously by roll call vote.

**A. Contracts Approved by Law Director**

1. State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs, Grant-VOCA Program, Contract #19-0174 Amendment - Reduces the in-kind match of the budget.
2. ETHRA, Coronavirus Grant, Contract #21-0025 – Thirteen-month contract to provide funding to the elderly and adults with disabilities.
3. State of Tennessee, Department of Tourism Grant, Contract #21-0026 – Two-year Tourism Enhancement grant.

Commissioner Mead made a motion to approve as a group and to forward to County Commission with a recommendation for approval. Commissioner Denenberg seconded the motion. Motion passed unanimously by roll call vote.

**B. Contracts Pending Law Director Approval**

**C. Other Business**

1. Request to transfer Copier Lease (Contract #20-0137) from the County Clerk to the Dental Clinic

Commissioner Mead made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Yager seconded the motion. Motion passed unanimously by roll call vote.

## 2. Request to Surplus Capital Assets

DESCRIPTION	DEPARTMENT	Condition	Starting Bid
2000 Chevrolet Astro Van	Animal Control	Working but needs repairs	1000
2006 Chevrolet Silverado	Animal Control	Working	1000
2009 Ford Expedition	EMS	Not Working, Parts only.	200
2001 Dodge Ram 3500	EMS	Tranmission Slips and Enginge has a grinding noise	1000
2006 Ford Expedition	EMS	Not Working, Parts only.	200
1999 Chevy Suburban 1500	EMS	Has a loud knocking noise when running	500

Commissioner Yager made a motion to approve as a group and to forward to County Commission with a recommendation for approval. Commissioner Denenberg seconded the motion. Motion passed unanimously by roll call vote.

3. Vehicle Replacement Schedule Discussion – as requested by the Mayor and the Fleet Services Director to address how vehicles are purchased/funded. The agenda included information Mr. Vickery presented to the Budget Committee in January and an updated excel sheet.

### D. New Business

### E. Old Business



Annette Prewitt <aprewitt@acs.ac>

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## GoToMeeting Invitation - Purchasing Meeting - Virtual/312

1 message

IT Director Brian Young <it@andersontn.org>

Wed, Sep 9, 2020 at 11:31 AM

To: Annette Prewitt <aprewitt@acs.ac>, Annette Prewitt <aprewitt@andersontn.org>, Tammy Catron <tcatron@andersontn.org>, Katherine Ajmeri <kajmeri@andersontn.org>

Purchasing Meeting - Virtual/312

Mon, Sep 14, 2020 4:00 PM - 5:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/584620933>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 877 309 2073

- One-touch: tel:+18773092073,,584620933#

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 <b>GRANT AMENDMENT</b>					
<b>Agency Tracking #</b> NA		<b>Edison ID</b> 38997		<b>Contract #</b> 38997	
<b>Amendment #</b> 1					
<b>Contractor Legal Entity Name</b> Anderson County Government					<b>Edison Vendor ID</b> 55
<b>Amendment Purpose &amp; Effect(s)</b> Revises Budget In-Kind Match					
<b>Amendment Changes Contract End Date:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <b>End Date:</b> 6/30/2023					
<b>TOTAL Contract Amount INCREASE or DECREASE <u>per this Amendment</u> (zero if N/A):</b> \$ 0.00					
<b>Funding —</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2020		\$130,000.00			\$130,000.00
2021		\$130,000.00			\$130,000.00
2022		\$130,000.00			\$130,000.00
2023		\$65,000.00			\$65,000.00
<b>TOTAL:</b>		<b>\$455,000.00</b>			<b>\$455,000.00</b>
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.					<b>OCR USE</b>
<b>Speed Chart (optional)</b> FA00002890		<b>Account Code (optional)</b> County - 71301000			



**AMENDMENT 1  
OF GRANT CONTRACT 38997**

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs, hereinafter referred to as the "State" and Anderson County Government, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract Attachment A-1 is deleted in its entirety and replaced with the new attachment A-1 attached hereto.

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective 10.01.2020. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

IN WITNESS WHEREOF,

ANDERSON COUNTY GOVERNMENT:

\_\_\_\_\_  
GRANTEE SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF FINANCE AND ADMINISTRATION:

\_\_\_\_\_  
HOWARD H. ELEY, COMMISSIONER

\_\_\_\_\_  
DATE

APPROVED AS TO LEGAL FORM

  
\_\_\_\_\_  
N. Jay Yeager  
Anderson County Law Director

## ATTACHMENT A-1

Page 1

GRANT BUDGET				
Anderson County Government				
VOCA				
Victim Coordinator (County)				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 7/1/19 END: 6/30/20				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes <sup>2</sup>	\$110,300.00	\$0.00	\$110,300.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications <sup>2</sup>	\$10,500.00	\$0.00	\$10,500.00
11, 12	Travel, Conferences & Meetings <sup>2</sup>	\$8,400.00	\$0.00	\$8,400.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance <sup>2</sup>	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals <sup>2</sup>	\$800.00	\$0.00	\$800.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost <sup>2</sup>	\$0.00	\$0.00	\$0.00
24	In-Kind Expense <sup>2</sup>	\$0.00	\$33,696.00	\$33,696.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$130,000.00	\$33,696.00	\$163,696.00

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: [https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix J Policy 03 Report](https://www.tn.gov/content/dam/tn/finance/ocjp/Appendix_J_Policy_03_Report)).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

<sup>3</sup> A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

## ATTACHMENT A-1

Page 2

## GRANT BUDGET LINE-ITEM DETAIL:

Anderson County Government  
VOCA  
Victim Coordinator (County)

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: DV Victim Coordinator, Salary \$35,000 and Benefits \$19,552 (Est.100%)	\$54,552.00
Position 2: Victim Coordinator, Salary \$34,000 and Benefits \$21,748 (Est.100%)	\$55,748.00
<b>TOTAL</b>	<b>\$110,300.00</b>

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Miscellaneous general office supplies and program specific supplies to include desk and chairs	\$4,100.00
Sensitive Minor Equipment: 2 Desktop Computers to include software and accessories and 1 Printer	\$4,500.00
Printing and Publication: Victim Pamphlet and Business Cards	\$500.00
All Other Items: Telephone, Postage and internet jet pack etc.	\$1,400.00
<b>TOTAL</b>	<b>\$10,500.00</b>

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: Travel including mileage for attending training/conference sessions and for local travel to and from court.	\$400.00
Training and Conferences Attended by Agency Staff: Victim Coordinator to attend local and national training and conferences.	\$8,000.00
<b>TOTAL</b>	<b>\$8,400.00</b>

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Description of Specific Assistance to Individuals: Emergency food, clothing, and gas for victims	\$800.00
<b>TOTAL</b>	<b>\$800.00</b>

IN-KIND EXPENSE	AMOUNT
Position 1: Employee Management by Assistant District Attorney General est 18 hours a month at \$78/hour for 12 months	\$16,848.00
Position 2: Employee Management by Assistant District Attorney General est 18 hours a month at \$78/hour for 12 months	\$16,848.00
<b>TOTAL</b>	<b>\$33,696.00</b>

## ATTACHMENT A-1

Page 1

GRANT BUDGET				
Anderson County Government				
VOCA				
Victim/Witness Coordinator				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN: 7/1/20 END: 6/30/21		
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes <sup>2</sup>	\$111,457.00	\$0.00	\$111,457.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications <sup>2</sup>	\$8,743.00	\$0.00	\$8,743.00
11, 12	Travel, Conferences & Meetings <sup>2</sup>	\$8,800.00	\$0.00	\$8,800.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance <sup>2</sup>	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals <sup>2</sup>	\$1,000.00	\$0.00	\$1,000.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost <sup>2</sup>	\$0.00	\$0.00	\$0.00
24	In-Kind Expense <sup>2</sup>	\$0.00	\$32,500.00	\$32,500.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$130,000.00	\$32,500.00	\$162,500.00

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocip/Appendix J Policy 03 Report>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

<sup>3</sup> A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

## ATTACHMENT A-1

Page 2

## GRANT BUDGET LINE-ITEM DETAIL:

Anderson County Government

VOCA

Victim/Witness Coordinator

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: DV Victim Coordinator, Salary \$35,500 and Benefits \$19,631 (Est. 100%)	\$55,131.00
Position 2: Victim Coordinator, Salary \$34,500 and Benefits \$21,826 (Est. 100%)	\$56,326.00
<b>TOTAL</b>	<b>\$111,457.00</b>

SUPPLIES (Includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Miscellaneous general office supplies and program specific supplies	\$4,443.00
Sensitive Minor Equipment: Projector, Screen and accessories (Community Awareness Events) (not prorated)	\$1,500.00
Printing and Publication: Victim Pamphlet and Business Cards	\$1,000.00
All Other Items: Telephone, Postage and Internet jet pack etc. (Prorated)	\$1,800.00
<b>TOTAL</b>	<b>\$8,743.00</b>

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: Travel including mileage for attending training/conference sessions and for local travel to and from court.	\$800.00
Training and Conferences Attended by Agency Staff: Victim Coordinator to attend local and national training and conferences.	\$8,000.00
<b>TOTAL</b>	<b>\$8,800.00</b>

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Description of Specific Assistance to Individuals: Emergency food, clothing, and gas for victims	\$1,000.00
<b>TOTAL</b>	<b>\$1,000.00</b>

IN-KIND EXPENSE	AMOUNT
Position 1: Employee Management by Assistant District Attorney General est 18 hours a month at \$78/hour for 12 months	\$16,250.00
Position 2: Employee Management by Assistant District Attorney General est 18 hours a month at \$78/hour for 12 months	\$16,250.00
<b>TOTAL</b>	<b>\$32,500.00</b>

GRANT BUDGET				
Anderson County Government				
VOCA				
Victim/Witness Coordinator				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN: 7/1/21		
		END: 6/30/22		
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes <sup>2</sup>	\$112,613.00	\$0.00	\$112,613.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications <sup>2</sup>	\$7,387.00	\$0.00	\$7,387.00
11, 12	Travel, Conferences & Meetings <sup>2</sup>	\$9,000.00	\$0.00	\$9,000.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance <sup>2</sup>	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals <sup>2</sup>	\$1,000.00	\$0.00	\$1,000.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost <sup>2</sup>	\$0.00	\$0.00	\$0.00
24	In-Kind Expense <sup>2</sup>	\$0.00	\$32,500.00	\$32,500.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$130,000.00	\$32,500.00	\$162,500.00

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocip/Appendix J Policy 03 Report>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

<sup>3</sup> A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

## ATTACHMENT A-1

Page 2

## GRANT BUDGET LINE-ITEM DETAIL:

Anderson County Government  
VOCA  
Victim/Witness Coordinator

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: DV Victim Coordinator, Salary \$36,000 and Benefits \$19,709 (Est. 100%)	\$55,709.00
Position 2: Victim Coordinator, Salary \$35,000 and Benefits \$21,904 (Est. 100%)	\$56,904.00
<b>TOTAL</b>	<b>\$112,613.00</b>

SUPPLIES (Includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Miscellaneous general office supplies and program specific supplies	\$4,496.00
Printing and Publication: Victim Pamphlet and Business Cards	\$800.00
All Other Items: Telephone, Postage and internet jet pack etc.	\$2,091.00
<b>TOTAL</b>	<b>\$7,387.00</b>

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: Travel including mileage for attending training/conference sessions and for local travel to and from court.	\$1,000.00
Training and Conferences Attended by Agency Staff: Victim Coordinator to attend local and national training and conferences.	\$8,000.00
<b>TOTAL</b>	<b>\$9,000.00</b>

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Description of Specific Assistance to Individuals: Emergency food, clothing, and gas for victims	\$1,000.00
<b>TOTAL</b>	<b>\$1,000.00</b>

IN-KIND EXPENSE	AMOUNT
Position 1: Employee Management by Assistant District Attorney General est 18 hours a month at \$78/hour for 12 months	\$16,250.00
Position 2: Employee Management by Assistant District Attorney General est 18 hours a month at \$78/hour for 12 months	\$16,250.00
<b>TOTAL</b>	<b>\$32,500.00</b>

## ATTACHMENT A-1

Page 1

GRANT BUDGET				
Anderson County Government				
VOCA				
Domestic Violence Victim/Witness Coordinator				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 7/1/22 END: 6/30/23				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes <sup>2</sup>	\$56,287.00	\$0.00	\$56,287.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications <sup>2</sup>	\$3,713.00	\$0.00	\$3,713.00
11, 12	Travel, Conferences & Meetings <sup>2</sup>	\$4,500.00	\$0.00	\$4,500.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance <sup>2</sup>	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals <sup>2</sup>	\$500.00	\$0.00	\$500.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost <sup>2</sup>	\$0.00	\$0.00	\$0.00
24	In-Kind Expense <sup>2</sup>	\$0.00	\$16,250.00	\$16,250.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$65,000.00	\$16,250.00	\$81,250.00

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocip/Appendix J Policy 03 Report>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

<sup>3</sup> A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.



## ATTACHMENT A-1

Page 2

## GRANT BUDGET LINE-ITEM DETAIL:

Anderson County Government  
VOCA  
Domestic Violence Victim/Witness Coordinator

SALARIES, BENEFITS & TAXES	AMOUNT
Position 1: DV Victim Coordinator, Salary \$36,500 and Benefits \$19,787 (Es.100%)	\$56,287.00
<b>TOTAL</b>	<b>\$56,287.00</b>

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Miscellaneous general office supplies and program specific supplies	\$2,313.00
Printing and Publication: Victim Pamphlet and Business Cards	\$400.00
All Other Items: Telephone, Postage and internet jet pack etc.	\$1,000.00
<b>TOTAL</b>	<b>\$3,713.00</b>

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: Travel including mileage for attending training/conference sessions and for local travel to and from court.	\$500.00
Training and Conferences Attended by Agency Staff: Victim Coordinator to attend local and national training and conferences.	\$4,000.00
<b>TOTAL</b>	<b>\$4,500.00</b>

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Description of Specific Assistance to Individuals: Emergency food, clothing, and gas for victims	\$500.00
<b>TOTAL</b>	<b>\$500.00</b>

IN-KIND EXPENSE	AMOUNT
Position 1: Employee Management by Assistant District Attorney General est 18 hours a month at \$78 hour for 12 months	\$16,250.00
<b>TOTAL</b>	<b>\$16,250.00</b>

# ETHRA

## East Tennessee Human Resource Agency, Inc.

<p align="center"><b>GRANT CONTRACT – CARES Act- Coronavirus Aid, Relief and Economic Services</b></p> <p align="center">(cost reimbursement grant contract with an individual, business, non-profit, or governmental entity)</p>					
Begin Date 8/1/2020		End Date 9/30/21		ETHRA Contract # 220-131	
Grantee Legal Entity Name <b>Anderson County Government</b>					ETHRA Vendor ID 4905
Subrecipient or Agency		CFDA # 93.044 III B Community Support Services			
X Subrecipient <input type="checkbox"/> Agency		Grantee's fiscal year ending September 30, 2021			
<p><b>Service Caption</b></p> <p>Funding to meet the needs of individuals who are elderly and adults with disabilities under the authority of the Coronavirus Aid, Relief and Economic Security (CARES) Act</p>					
Funding —					
FY	State	Federal		Other	TOTAL Grant Contract Amount
FY 21 to 22		20,217			20,217
TOTAL:					20,217
<p><b>Ownership/Control</b></p> <p>X Government</p> <p><input type="checkbox"/> Other:</p>					
<p><b>Grantee Selection Process Summary</b></p> <p>X Competitive Selection RFP process every 4 years</p> <p><input type="checkbox"/> Non-competitive Selection</p>					

**GRANT CONTRACT  
BETWEEN THE  
EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.  
AND  
ANDERSON COUNTY GOVERNMENT**

This Grant Contract, by and between the Agency EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.- AREA AGENCY ON AGING AND DISABILITY, hereinafter referred to as the "Agency" and Grantee, ANDERSON COUNTY GOVERNMENT, hereinafter referred to as the "Grantee," is for the provision of certain defined services based on federal and/or state funds made available through the Tennessee Commission on Aging and Disability, as further defined in the "SCOPE OF SERVICES," Section A.

The Grantee is a NON-PROFIT CORPORATION.

Federal Employer Identification Number: 62-6000477

Anderson County Government  
100 North Main Street, Suite 208  
Clinton, TN 37716

The Grantee's place of incorporation or organization is Tennessee

**A. SCOPE OF SERVICES:**

- A.1. The Grantee shall provide the Scope of Services ("Scope") as required, described, and detailed in this Grant Contract.

Ensure that Senior Centers have a contingency plan for reopening and have adequate provisions in place to mitigate the spread of COVID-19 when older adults attend Senior Center activities.

- a. The Senior Center should have safety protocols based upon recommendations of the CDC and the State of Tennessee prior to reopening.
- a. The Senior Center should have an adequate supply of recommended personal protective equipment and cleaning supplies prior to reopening and maintain an adequate daily supply throughout the contract period.
- c. The Senior Center should consistently practice safety protocols each day the center is open.

A.2. Scope of Services: Office on Aging

- 1. The purpose of the Office on Aging shall be to provide direct services to persons age 60 and over to support independent living in the community. These services may include all support services as deemed appropriate by the State and the East Tennessee Area Agency on Aging and Disability.
- 2. The Office on Aging shall comply with the administrative, program, and fiscal requirements contained in the Tennessee Commission on Aging and Disability, *Program and Policy Manual*, Chapter 6 as well as any relevant federal and Contractor laws, regulations, and rules.
- 3. Database reporting for services delivered in the prior month shall be completed by the 15<sup>th</sup> of the month following the service. If unsure about a service name, please contact ETAAAD to ensure that the appropriate service names are used for CARES Act services.

4. The Office on Aging is currently providing the services in the following categories for participants and their units of service and will work to increase participation in the new Fiscal Year.

	Service	Minimum Unduplicated Number of Participants	Minimum Units of Service
X	<b>Assisted Transportation</b> —Provision of transportation and assistance, including escort to a person who has difficulties (physical or cognitive) using regular vehicle transportation.	5	58
X	<b>Benefits Screening</b> —Completion on standardized screening form.	97	166
X	<b>Education/Training</b> — Activities designed to assist individuals to acquire knowledge, experience or skills; provided to a group of older persons regarding issues related to their health, welfare, or well-being. Includes sessions to increase awareness in such areas as nutrition, financial management/consumerism, crime or accident prevention, promoting personal enrichment, increasing or gaining skills of a craft or trade.	77	1,355
	<b>Health Education</b> —Individual and/or group sessions that assist participants to understand how their lifestyle impacts their physical and mental health and to develop practices that enhance their total well-being. Includes programs relating to prevention and reduction of chronic disabling conditions, (including osteoporosis and cardiovascular disease), alcohol and substance abuse reduction, smoking cessation, and weight control and stress management.		Per client request
X	<b>Health Screening</b> -- Services which utilize diagnostic tools to test large groups of people for the presence of a particular disease or condition or for certain risk factors known to be associated with that disease or condition. Such as hypertension, glaucoma, high cholesterol, vision and hearing problems, diabetes.	19	77
X	<b>Home Modification/Repair</b> - Programs that provide assistance in the form of labor and supplies for people who need to make essential repairs in order to eliminate health or safety hazards, such as weatherization, installing safety or accessibility features such as ramps, hand rails, grab bars or repairing or replacing steps, repair of heating, plumbing or electrical systems. Service unit is per one modification or repair.	4	4

X	<b>Information &amp; Assistance</b> – (A3 below is complete service outline.) A service provided by AIRS certified personnel, which provides individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology; assesses the problems and capacities of the individuals; links individuals to the opportunities and services that are available; to the maximum extent practicable, ensures that the individuals receive the needed services, and are aware of the opportunities available to the individuals, by establishing adequate follow-up procedures.	329	1,935
X	<b>Material Aid / Resources</b> – BM programs that furnish and/or repair basic household and personal necessities for people who cannot afford to purchase and/or repair these items at retail prices and who qualify for this service on the basis of income. Service unit is per person.	155	194
X	<b>Outreach</b> — Programs providing activities designed to identify and provide one-on-one contact with isolated older persons.	155	310
X	<b>Recreation</b> — Providing activities which foster the health and/or social well-being of individuals through social interaction and the satisfying use of leisure time.	155	11,610
X	<b>Shopping Assistance/Errands</b> -- Services of individuals who are available to make short trips to purchase groceries, pick up prescriptions, withdraw or deposit money in the bank, drop or retrieve laundry and do other small tasks for people who have disabilities and frail elderly individuals who cannot leave their homes or are otherwise unable to perform these tasks for themselves.	2	6
X	<b>Telephone Reassurance</b> — A telephone service to provide comfort or help to participants, usually staffed by volunteers.	271	387
X	<b>Transportation</b> —Provision of transportation for a person who requires help in going from one location to another using a vehicle. Does not include any other activity.	14	77
X	<b>Visiting</b> —Regularly scheduled visits to the residence of older participants to provide companionship and social interaction, usually staffed by volunteers.	77	387

**B. TERM OF CONTRACT:**

- a. This Grant Contract shall be effective on August 1, 2020 ("Effective Date") and extend for a period of fourteen (14) months after the Effective Date ("Term"), ending on September 30, 2021 ("Expiration Date"). The Agency shall have no obligation to the Grantee outside the Contract Term.

**C. PAYMENT TERMS AND CONDITIONS:**

- C.1. Maximum Liability.** In no event shall the maximum liability of the Agency under this Grant Contract exceed Twenty thousand, Two hundred seventeen dollars (\$20,217) ("Maximum Liability"). The Grant Budget, attached and incorporated as Attachment A is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.
- C.2. Compensation Firm.** The Maximum Liability of the Agency is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the duration of the Grant Contract and are not subject to escalation for any reason unless amended, except as provided in Section C.6.
- C.3. Payment Methodology.** The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the Maximum Liability established in Section C.1. Upon progress toward the completion of the Scope, as described in Section A of this Grant Contract, the Grantee shall submit invoices prior to any reimbursement of allowable costs.
- C.4. Travel Compensation.** Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.
- C.5. Invoice Requirements.** The Grantee shall invoice the Contractor no more often than monthly, with all necessary supporting documentation, and present such to:

East TN Human Resource Agency  
 ATTN: Area Office on Aging  
 9111 Cross Park Drive, Suite D-100  
 Knoxville, TN 37923  
 E-mail: HHarper@ethra.org

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
- (1) Invoice/Reference Number (assigned by the Grantee).
  - (2) Invoice Date.
  - (3) Invoice Period (to which the reimbursement request is applicable).
  - (4) Grant Contract Number (assigned by the Contractor).
  - (5) Grantor: East Tennessee Human Resource Agency / ETAAAD.
  - (6) Grantor Number (assigned by the Grantee to the above-referenced Grantor).
  - (7) Grantee Name.
  - (8) Grantee Remittance Address.
  - (9) Grantee Contact for Invoice Questions (name, phone, or fax).
  - (10) Itemization of Reimbursement Requested for the Invoice Period— it must detail, at minimum, all of the following:
    - i. The amount requested by Grant Budget line-item (including any travel expenditure reimbursement requested and for which documentation and receipts, as required by "State Comprehensive Travel Regulations," are attached to the invoice).
    - ii. The amount reimbursed by Grant Budget line-item to date.
    - iii. The total amount reimbursed under the Grant Contract to date.
    - iv. The total amount requested (all line-items) for the Invoice Period.

- b. The Grantee understands and agrees to all of the following.
- (1) An invoice under this Grant Contract shall include only reimbursement requests for actual, reasonable, and necessary expenditures required in the delivery of service described by this Grant Contract and shall be subject to the Grant Budget and any other provision of this Grant Contract relating to allowable reimbursements.
  - (2) An invoice under this Grant Contract shall not include any reimbursement request for future expenditures.
  - (3) An invoice under this Grant Contract shall initiate the timeframe for reimbursement only when the Contractor is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.
- c. The Grantee shall submit invoices to the Contractor in form and substance acceptable to the Contractor as requested or as follows.

<u>Financial Statements</u>	<u>Frequency</u>	<u>Due Date</u>
Monthly Invoice	Monthly	10 <sup>th</sup> of each month
Quarterly Invoice	Quarterly	10 <sup>th</sup> of each quarter
Closing Financial Statement	Yearly	15 <sup>th</sup> of October

- C.6. Budget Line-items. Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget. The Grantee may vary from a Grant Budget line-item amount by up to twenty percent (20%) of the line-item amount, provided that any increase is off-set by an equal reduction of other line-item amount(s) such that the net result of variances shall not increase the total Grant Contract amount detailed by the Grant Budget. Any increase in the Grant Budget, grand total amounts shall require an amendment of this Grant Contract.
- C.7. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within forty-five (45) days of the Grant Contract end date, in form and substance acceptable to the Contractor.
- (a) If total disbursements by the Agency pursuant to this Grant Contract exceed the amounts permitted by the section C, payment terms and conditions of this Grant Contract, the Grantee shall refund the difference to the Agency. The Grantee shall submit the refund with the final grant disbursement reconciliation report.
  - (b) The Agency shall not be responsible for the payment of any invoice submitted to the Agency after the grant disbursement reconciliation report. The Agency will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the Agency, and such invoices will NOT be paid.
  - (c) The Grantee's failure to provide a final grant disbursement reconciliation report to the Agency as required by this Grant Contract shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract,

and the Grantee shall be required to refund any and all payments by the Agency pursuant to this Grant Contract.

- (d) The Grantee must close out its accounting records at the end of the Term in such a way that reimbursable expenditures and revenue collections are NOT carried forward.
- (8) Indirect Cost. Should the Grantee request reimbursement for indirect costs, the Grantee must submit to the Agency a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Grantee will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the Term. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the Term, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the Agency, and subject to the availability of funds the State agrees to remit any underpayment to the Grantee.
- (9) Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Department of Finance and Administration Policy Statement 03 or any amendments or revisions made to this policy statement during the Term.
- (10) Payment of Invoice. A payment by the Agency shall not prejudice the Agency's right to object to or question any reimbursement, invoice, or related matter. A payment by the Agency shall not be construed as acceptance of any part of the work or service provided or as approval of any amount as an allowable cost.
- (11) Non-allowable Costs. Any amounts payable to the Grantee shall be subject to reduction for amounts included in any invoice or payment that are determined by the Agency, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs.
- (12) State's Right to Set Off. The Agency reserves the right to set off or deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or under any other agreement between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the Agency.
- (13) Prerequisite Documentation. The Grantee shall not invoice the Agency under this Grant Contract until the State has received the following, properly completed documentation.
  - (i) The Grantee shall complete, sign, and return to the Agency a W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's ETHRA Vendor information.

#### D. STANDARD TERMS AND CONDITIONS:

- (1) Required Approvals. The Agency is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this Grant Contract, the officials may include, but are not limited to, the Commissioner of Finance and



Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

- (2) Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- (3) Termination for Convenience. The Agency may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the Agency. The Agency shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the Agency be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the Agency is liable shall be determined by the Agency. The Grantee shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the Agency's exercise of its right to terminate for convenience.
- (4) Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract, or if the Grantee violates any terms of this Grant Contract, the Agency shall have the right to immediately terminate this Grant Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the exercise of the Agency's right to terminate this Grant Contract for cause, the Grantee shall not be relieved of liability to the Agency for damages sustained by virtue of any breach of this Grant Contract by the Grantee.
- (5) Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the Agency. If such subcontracts are approved by the Agency, each shall contain, at a minimum, sections of this Grant Contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved Sub-Agencies, the Grantee shall remain responsible for all work performed.
- (6) Conflicts of Interest. The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, Sub-Agency, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
- (7) Lobbying. The Grantee certifies, to the best of its knowledge and belief, that:
  - (a) No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

- (b) If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (c) The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

- (8) Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to the respective party as set out below:

The Agency:

Gary W. Holiway, Executive Director  
East Tennessee Human Resource Agency, Inc.  
9111 Cross Park Drive, Suite D-100  
Knoxville, Tennessee 37923  
GHoliway@ethra.org  
Telephone # (865) 691-2551  
FAX # (865) 531-7216

The Grantee:

Terry Frank, County Mayor  
Anderson County Government  
100 North Main Street, Suite 208  
Clinton, TN 37716  
Telephone Number: (865) 457-6200  
FAX #: (865) 457-6270

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- (9) Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the Agency reserves the right to terminate this Grant Contract upon written notice to the Grantee. The Agency's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the Agency. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the

termination date. Upon such termination, the Grantee shall have no right to recover from the Agency any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

- (10) Nondiscrimination. The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Grantee shall, upon request, show proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- (11) HIPAA Compliance. The Agency and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Health Information Technology for Economic and Clinical Health Act (HITECH) and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.
- (a) The Grantee warrants to the Agency that it is familiar with the requirements of the Privacy Rules and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
  - (b) The Grantee warrants that it will cooperate with the Agency, including cooperation and coordination with Agency privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.
  - (c) The Agency and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the Agency and the Grantee in compliance with the Privacy Rules. This provision shall not apply if information received by the Agency under this Grant Contract is NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the Agency to receive such information without entering into a business associate agreement or signing another such document.
- (12) Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the Agency, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program. The Grantee shall also display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least eleven inches (11") in height and seventeen inches (17") in width stating:

NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454.

The sign shall be on the form prescribed by the Comptroller of the Treasury. The Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.

- (13) Public Notice. All notices by the Grantee in relation to this Grant Contract shall be approved by the Agency.
- (14) Licensure. The Grantee, its employees, and any approved subAgency shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.
- (15) Records. The Grantee and any approved subAgency shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subAgency, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Agency, the Comptroller of the Treasury, or their duly appointed representatives.
- (a) The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.
  - (b) In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.
  - (c) Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law.
  - (d) The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.
  - (e) The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee shall incorporate any additional Comptroller of the Treasury directives into its internal control system.
  - (f) Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.
- D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the Agency, the Comptroller of the Treasury, or their duly appointed representatives.
- D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the Agency as requested.
- D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Contractor. At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Contractor.

- D.19. Audit Report. For purposes of this Section, pass-through entity means a non-federal entity that provides a sub award to a sub recipient to carry out part of a federal program.

The Grantee shall provide audited financial statements to the Tennessee Comptroller of the Treasury ("Comptroller") if during the Grantee's fiscal year, the Grantee: (1) expends seven hundred fifty thousand dollars (\$750,000) or more in direct and indirect federal financial assistance and the State is a pass-through entity; (2) expends seven hundred fifty thousand dollars (\$750,000) or more in state funds from the State; or (3) expends seven hundred fifty thousand dollars (\$750,000) or more in federal financial assistance and state funds from the State, and the State is a pass-through entity. If the Grantee is subject to an audit, Grantee shall obtain the Comptroller's approval before engaging a licensed, independent public accountant to perform the audit. The Grantee may contact the Comptroller for assistance identifying auditors.

All audits shall be performed in accordance with the Comptroller's requirements, as posted on its web site. When a federal single audit is required, the audit shall be performed in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

A copy of the audit report shall be provided to the Comptroller by the licensed, independent public accountant. Audit reports shall be made available to the public.

The audit contract between the Grantee and the Auditor shall be on a contract form prescribed by the Comptroller. The Grantee shall be responsible for payment of fees for an audit prepared by a licensed, independent public accountant. Payment of the audit fees by the Grantee shall be subject to the provision relating to such fees contained within this Grant Contract. The Grantee shall be responsible for reimbursing the Comptroller for any costs of an audit prepared by the Comptroller.

- D.20. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Grant Contract is not a waiver or relinquishment of any term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties.
- D.21. Independent Grantee. The parties shall not act as employees, partners, joint ventures, or associates of one another in the performance of this Grant Contract. The parties acknowledge that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- D.22. Contractor Liability. The Agency shall have no liability except as specifically provided in this Grant Contract.
- D.23. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party except to the extent that the non-performing party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either party from its obligations under this Grant Contract.

Except as set forth in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, Sub-Agencies, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the Agency of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the Agency within one (1) day of the inception of the delay) that a Force Majeure Event has occurred, and will describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the Agency may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.

- D.24. Tennessee Department of Revenue Registration. The Grantee shall comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608. Compliance with applicable registration requirements is a material requirement of this Grant Contract.
- D.25. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.
- D.26. No Acquisition of Equipment or Motor Vehicles. This Grant Contract does not involve the acquisition and disposition of equipment or motor vehicles acquired with funds provided under this Grant Contract.
- D.27. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract.
- D.28. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under *Tennessee Code Annotated* §§ 9-8-101 through 9-8-407.
- D.29. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions agreed to by the parties. This Grant Contract supersedes any and all prior understandings, representations, negotiations, or agreements between the parties, whether written or oral.
- D.30. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions shall not be affected and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.

- D.31. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.
- D.32. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101 et seq., addressing contracting with persons as defined at T.C.A. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Grant Contract. The Grantee certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.
- D.33. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:
- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
  - b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
  - c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and
  - d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the Grantor if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

**E. SPECIAL TERMS AND CONDITIONS:**

- (1) Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.
- (2) Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future Sub-Agencies and their principals:
  - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
  - (b) have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of

embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

- (c) are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and
- (d) have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its Sub-Agencies are excluded or disqualified.

- E.2. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable State and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the Agency or acquired by the Grantee on behalf of the Agency shall be regarded as confidential information in accordance with the provisions of applicable State and federal law, State and federal rules and regulations, departmental policy, and ethical standards. Such confidential information shall not be disclosed, and all necessary steps shall be taken by the Grantee to safeguard the confidentiality of such material or information in conformance with applicable State and federal law, State and federal rules and regulations, departmental policy, and ethical standards.

The Grantee's obligations under this section do not apply to information in the public domain; entering the public domain, but not from a breach by the Grantee of this Grant Contract; previously possessed by the Grantee without written obligations to the State to protect it; acquired by the Grantee without written restrictions against disclosure from a third party which, to the Grantee's knowledge, is free to disclose the information; independently developed by the Grantee without the use of the Agency's information; or, disclosed by the Agency to others without restrictions against disclosure. Nothing in this paragraph shall permit Grantee to disclose any information that is confidential under federal or State law or regulations, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the Agency or third parties.

It is expressly understood and agreed the obligations set forth in this section shall survive the termination of this Grant Contract.

- E.3. Hold Harmless. The Grantee agrees to indemnify and hold harmless the Contractor as well as its officers, agents, and employees from and against any and all claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as a result of acts, omissions, or negligence on the part of the Grantee, its employees, or any person acting for or on its or their behalf relating to this Contract. The Grantee further agrees it shall be liable for the reasonable cost of attorneys for the Contractor to enforce the terms of this Contract.

In the event of any such suit or claim, the parties shall give each other immediate notice and provide all necessary assistance to respond. The failure of the Contractor to give notice shall only relieve the Grantee of its obligations under this Section to the extent that the Grantee can demonstrate actual prejudice arising from the failure to give notice. This Section shall not grant the Grantee through its attorney(s), the right to represent the Contractor in any legal matter.



- E.4. Disclosure of Personal Identity Information. The Grantee shall report to the Contractor any instances of unauthorized disclosure of personally identifiable information that comes to the Grantee's attention. The Grantee shall make any such report within twenty-four (24) hours after the instance has come to the Grantee's attention. The Grantee, at the sole discretion of the Contractor, shall provide no cost credit monitoring services for individuals that are deemed to be part of a potential disclosure. The Grantee shall bear the cost of notification to individuals having personally identifiable information involved in a potential disclosure event, including individual letters or public notice. The remedies set forth in this Section are not exclusive and are in addition to any claims or remedies available to the Contractor under this Contract or otherwise available at law.
- E.5. Compliance with Title VI of the Civil Rights Act of 1964. The Grantee agrees to comply with the provisions contained in Title VI of 1964 Civil Rights Act (42 U.S.C. 2000d), and any federal regulations specific to the funding of this grant. The Grantee further agrees to complete and return a self-compliance report as provided by the Grantor.
- E.6. Monitoring. The Grantee shall make all audit, accounting, or financial analysis work papers, notes, and other documents available for review by the Agency's representatives, upon request, during normal working hours either while the analysis is in progress or subsequent to the completion of this Grant Contract.
- E.7 Federal Funding Accountability and Transparency Act (FFATA).

This Grant Contract requires the Grantee to provide supplies or services that are funded in whole or in part by federal funds that are subject to FFATA. The Grantee is responsible for ensuring that all applicable FFATA requirements, including but not limited to those below, are met and that the Grantee provides information to the State as required.

The Grantee shall comply with the following:

(b) Reporting of Total Compensation of the Grantee's Executives.

- (1) The Grantee shall report the names and total compensation of each of its five most highly compensated executives for the Grantee's preceding completed fiscal year, if in the Grantee's preceding fiscal year it received:
  - (i) 80 percent or more of the Grantee's annual gross revenues from Federal procurement contracts and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and sub awards); and
  - (ii) \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and sub awards); and
  - (iii) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. § 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

As defined in 2 C.F.R. § 170.315, "Executive" means officers, managing partners, or any other employees in management positions.

- (2) Total compensation means the cash and noncash dollar value earned by the executive during the Grantee's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)):
- (i) Salary and bonus.
  - (ii) Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
  - (iii) Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
  - (iv) Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
  - (v) Above-market earnings on deferred compensation which is not tax qualified.
  - (vi) Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- (a) The Grantee must report executive total compensation described above to the State by the end of the month during which this Grant Contract is established.
- (b) If this Grant Contract is amended to extend its term, the Grantee must submit an executive total compensation report to the State by the end of the month in which the amendment to this Grant Contract becomes effective.
- (c) The Grantee will obtain a Data Universal Numbering System (DUNS) number and maintain its DUNS number for the term of this Grant Contract. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>.

The Grantee's failure to comply with the above requirements is a material breach of this Grant Contract for which the Agency may terminate this Grant Contract for cause. The Agency will not be obligated to pay any outstanding invoice received from the Grantee unless and until the Grantee is in full compliance with the above requirements.

#### E.8. SPECIAL TERMS AND CONDITIONS FOR OFFICES ON AGING.

- (a) In conjunction with the Agency, each county Office on Aging shall develop an Information & Assistance resource file that lists all the agencies in the county that provide services to those over age 60 and include addresses, contact

persons, eligibility information, and a brief description of how and what services are provided. This information shall be updated annually and provided to the Agency in the format requested.

- (b) The Office on Aging staff must establish or be an active part of the county based inter-agency council which meets at least quarterly and has an active membership of agencies. The inter-agency council should function as a coordination / networking tool to improve communications which in-turn should result in improved service to older persons in the community.
- (c) Grantee staff must attend meetings as scheduled by the Agency.
- (d) The Grantee is required to develop at least one (1) fund raising project each year approved by the Agency.
- (e) The Grantee must maintain Internet and E-Mail service with an e-mail attachment capacity not less than 5MB in file size and with a download speed of at least 2MB per second.
- (f) In the event the Grantee has a vacancy in the Office on Aging Director Position, the Grantee must involve the County Council on Aging and the Agency in the selection process. At a minimum, the Grantee will share the top three candidates under consideration with the Agency prior to making a final decision. The final selection decision is the responsibility of the Grantee.
- (g) All out of state travel must be approved in advance by AAAD.
- (h) The OOA must develop an outreach plan that includes assurance that the OOA staff will be available to all communities in the county on a regularly scheduled and ongoing basis.
- (i) Assist in the following activities:
  - (1) Identify delegates to serve on the East Tennessee Council on Aging and Disability
  - (2) Attend and support Elder Justice meetings and activities in the county
  - (3) Participate in the county Emergency Management Agency meetings and prepare an Emergency Preparedness Plan that includes a Continuity of Operations plan
  - (4) Utilize the State-approved Participant Registration Form and update on an annual basis
  - (5) Assist with volunteer recruitment efforts in the county Participate and support planning of State Health Insurance Program (SHIP) enrollment events

#### SPECIAL CONTRACT CONDITIONS FOR OFFICES ON AGING I&A SERVICES:

- E.9. I&A Services must be provided by staff that has been certified by the Alliance of Information and Referral Systems (AIRS). Therefore, if the Office on Aging Director or designee does not have this certification, the portion of the funding dedicated to I&A Services (25%) in this contract will be viewed as unearned and not available to the Agency.

Listed below are the state policies that provide the foundation for this decision.

**2-2-.04, I&A Service Standards.** This section describes the Tennessee standards for all aging and disability network I&A staff, services to be provided,

and the protocols for delivering the support services that must be implemented by the provider of the Information and Assistance (I&A) Service.

**Staffing.** All staff providing I&A services must obtain an Alliance of Information and Referral Systems (AIRS) Certification – Information and Referral Specialist-Aging. AIRS is an international membership association for professional information and referral providers that offers AIRS training and accreditation in providing information and referral. The complete and most current AIRS Standards may be found at [www.airs.org](http://www.airs.org).

E.10. SAMS IR Data Base Functionality, Confidentiality and Security:

- (a) The following conditions apply to this service provider agreement:
- (b) The SAMS database is not to be shared, duplicated, or otherwise offered for view or use by any individual, agency, organization or entity without the written permission of the Agency.
- (c) The SAMS database shall not be electronically transferred to any location, person or entity without the permission of the Agency.
- (d) Any and all staff changes must be reported to the Agency immediately for persons who work for the Grantee and have access to SAMS IR. Failure to comply with this requirement could result in data being compromised and severe Grantee liability under HIPAA rules, regulations and statutes.
- (e) The data base must be reviewed by the Grantee and adjustments made at least on a quarterly basis.

GRANT CONTRACT #220-131  
BETWEEN THE  
EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.  
AND  
ANDERSON COUNTY GOVERNMENT  
FISCAL YEARS 2021-2022

RECOMMENDED FOR APPROVAL:

\_\_\_\_\_  
Aaron Bradley, Director  
East Tennessee Human Resource Agency Area Agency on  
Aging and Disability

IN WITNESS WHEREOF,

THE ANDERSON COUNTY GOVERNMENT:

\_\_\_\_\_  
TERRY FRANK, COUNTY MAYOR

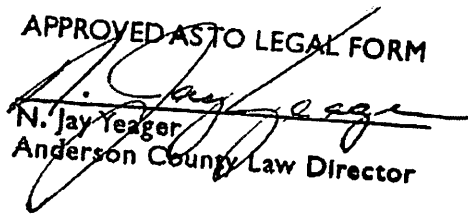
\_\_\_\_\_  
DATE

EAST TENNESSEE HUMAN RESOURCE AGENCY, INC.:

\_\_\_\_\_  
GARY W. HOLIWAY, EXECUTIVE DIRECTOR

\_\_\_\_\_  
DATE

APPROVED AS TO LEGAL FORM

  
N. Jay Yeager  
Anderson County Law Director

**ATTACHMENT A**  
**Budget Page 1 of 2**

<b>OFFICE ON AGING BUDGET</b>				
<b>ANDERSON COUNTY GOVERNMENT</b>				
<b>The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following</b> <b>Applicable</b> <b>Period:</b>				
<b>BEGIN: AUGUST 1, 2020</b>		<b>END: SEPTEMBER 30, 2021</b>		
<b>POLICY 03 Object Line-Item Reference</b>	<b>EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup></b>	<b>GRANT CONTRACT</b>	<b>GRANTEE PARTICIPATION</b>	<b>TOTAL PROJECT</b>
1, 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	0.00	0.00	0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	0.00	0.00	0.00
11, 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest <sup>2</sup>	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	20,217.00	0.00	0.00
17	Depreciation <sup>2</sup>	0.00	0.00	0.00
18	Other Non-Personnel <sup>2</sup>	0.00	0.00	0.00
20	Capital Purchase <sup>2</sup>	0.00	0.00	0.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	<b>GRAND TOTAL</b>	<b>20,217.00</b>	<b>0.00</b>	<b>0.00</b>

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: <http://www.state.in.us/finance/act/documents/policy3.pdf>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

## GRANT BUDGET LINE-ITEM DETAIL:

ATTACHMENT A (continued)  
Office on Aging Budget Page 2 of 2

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
<b>TOTAL</b>	<b>Amount</b>

INTEREST	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
<b>TOTAL</b>	<b>Amount</b>

DEPRECIATION	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
<b>TOTAL</b>	<b>Amount</b>

OTHER NON-PERSONNEL	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
<b>TOTAL</b>	<b>Amount</b>

CAPITAL PURCHASE	AMOUNT
Specific, Descriptive, Detail (Repeat Row As Necessary)	Amount
<b>TOTAL</b>	<b>Amount</b>

## ATTACHMENT B

## Parent Child Information

Send completed documents as a PDF file to [ppo.auditnotice@tn.gov](mailto:ppo.auditnotice@tn.gov). *The Grantee should submit only one, completed "Parent Child Information" document to the State during the Grantee's fiscal year if the Grantee indicates it is subject to an audit on the "Notice of Audit Report" document.*

"Parent" means an entity whose IRS filing contains the information of at least one other entity.

"Child" means an entity whose information is contained in another entity's IRS filing.

Grantee's Edison Vendor ID number:

Is Anderson County Government a parent? ☐ Yes ☐ No

If yes, provide the name and Edison Vendor ID number, if applicable, of any child entities.

Is Anderson County Government a child? ☐ Yes ☐ No

If yes, complete the fields below.

Parent entity's name: \_\_\_\_\_

Parent entity's tax identification number: \_\_\_\_\_

Note: If the parent entity's tax identification number is a social security number, this form must be submitted via US mail to:

Central Procurement Office, Grants Program Manager  
3<sup>rd</sup> Floor, WRS Tennessee Tower  
312 Rosa L Parks Avenue  
Nashville, TN 37243

Parent entity's contact information

Name of primary contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Parent entity's Edison Vendor ID number, if applicable: \_\_\_\_\_



East Tennessee Human Resource Agency - Area Agency on Aging and Disability  
Service Provider Allocation  
For period 08/01/2020 - 09/30/2021

Contract Agency: **Anderson County Government**

Contract: **CARES Act**


**Office on Aging (OOA)**

Title III-B Office on Aging	20,217
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<b>TOTAL III-B OOA Allocation</b>	<b>20,217</b>
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Title III-B OOA Match Requirement - None

<b>TOTAL CARES Act Contract Allocation</b>	<b>20,217</b>
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 <b>GOVERNMENTAL GRANT CONTRACT</b> (cost reimbursement grant contract with a federal or Tennessee local governmental entity or their agents and instrumentalities)																																																					
<b>Begin Date</b> April 15, 2020		<b>End Date</b> April 14, 2022		<b>Agency Tracking #</b> 32601-65489	<b>Edison ID</b> 65489																																																
<b>Grantee Legal Entity Name</b> Anderson County Government					<b>Edison Vendor ID</b> 4145																																																
<b>Subrecipient or Contractor</b> <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Contractor		<b>CFDA #</b>  <b>Grantee's fiscal year end: June 30, 2021</b>																																																			
<b>Service Caption (one line only)</b> The Tourism Enhancement Grant ("TEG") Program grants funding to communities to allow the enhancement of existing tourism assets and planning or new tourism assets in rural areas.																																																					
<table border="1"> <thead> <tr> <th colspan="6">Funding —</th> </tr> <tr> <th>FY</th> <th>State</th> <th>Federal</th> <th>Interdepartmental</th> <th>Other</th> <th>TOTAL Grant Contract Amount</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>\$75,000.00</td> <td></td> <td></td> <td></td> <td>\$75,000.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>TOTAL:</b></td> <td><b>\$75,000.00</b></td> <td></td> <td></td> <td></td> <td><b>\$75,000.00</b></td> </tr> </tbody> </table>						Funding —						FY	State	Federal	Interdepartmental	Other	TOTAL Grant Contract Amount	20	\$75,000.00				\$75,000.00																									<b>TOTAL:</b>	<b>\$75,000.00</b>				<b>\$75,000.00</b>
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<b>Grantee Selection Process Summary</b> <input checked="" type="checkbox"/> Competitive Selection      Applications are submitted and grantees selected according to the competitive procedures outlined in the approved DGA for this grant program. <input type="checkbox"/> Non-competitive Selection																																																					
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.				<b>CPO USE - GG</b>																																																	
<b>Speed Chart (optional)</b>		<b>Account Code (optional)</b>																																																			

**GRANT CONTRACT  
BETWEEN THE STATE OF TENNESSEE,  
DEPARTMENT OF TOURIST DEVELOPMENT  
AND  
ANDERSON COUNTY GOVERNMENT**

This grant contract ("Grant Contract"), by and between the State of Tennessee, Department of Tourist Development, hereinafter referred to as the "State" or the "Grantor State Agency" and Anderson County Government, hereinafter referred to as the "Grantee," is for the provision of Tourism Enhancement Grants, as further defined in the "SCOPE OF SERVICES AND DELIVERABLES."

Grantee Edison Vendor ID # 4145

**A. SCOPE OF SERVICES AND DELIVERABLES:**

- A.1. The Grantee shall provide the scope of services and deliverables ("Scope") as required, described, and detailed in this Grant Contract.
- A.2. The Grantee shall utilize grant funds to complete the following activities within the Term as more particularly described in Attachment 1, Detailed Scope of Services:
- ☐ Purchase Professional Services
  - ☐ Purchase Supplies and Materials
  - ☐ Purchase Property or Equipment over \$5,000
- A.3. The Grantee shall provide the State with a report upon completion of the items described in Attachment 1, Detailed Scope of Services. This report must be received by the State prior to final reimbursement to Grantee. If the report set out above is not a final report on the entirety of the project, i.e. grant monies funding a portion of the whole, Grantee shall also submit a final report to the State when the entire project is completed.
- A.4. Incorporation of Additional Documents. Each of the following documents is included as a part of this Grant Contract by reference or attachment. In the event of a discrepancy or ambiguity regarding the Grantee's duties, responsibilities, and performance hereunder, these items shall govern in order of precedence below.
- a. this Grant Contract document with any attachments or exhibits (excluding the items listed at subsections b. and c., below);
  - b. the State grant solicitation with instructions as may be amended, if any;
  - c. the Grantee's approved project (Attachment 1) incorporated to elaborate supplementary scope of services specifications.

**B. TERM OF CONTRACT:**

This Grant Contract shall be effective for the period beginning on April 15, 2020 ("Effective Date") and ending on April 14, 2022, ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

**C. PAYMENT TERMS AND CONDITIONS:**

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Seventy Five Thousand Dollars ("Maximum Liability"). The Grant Budget, attached and

incorporated as Attachment 1 is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.

- C.2. Compensation Firm. The Maximum Liability of the State is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the duration of the Grant Contract and are not subject to escalation for any reason unless amended, except as provided in Section C.6.
- C.3. Payment Methodology. The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the Maximum Liability established in Section C.1. Upon progress toward the completion of the Scope, as described in Section A of this Grant Contract, the Grantee shall submit invoices prior to any reimbursement of allowable costs.
- C.4. Travel Compensation. Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.
- C.5. Invoice Requirements. The Grantee shall invoice the State no more often than monthly, with all necessary supporting documentation, and present such to:

Tourism.grant@tn.gov with copy to Melanie.Beauchamp@tn.gov

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
  - (1) Invoice/Reference Number (assigned by the Grantee).
  - (2) Invoice Date.
  - (3) Invoice Period (to which the reimbursement request is applicable).
  - (4) Grant Contract Number (assigned by the State).
  - (5) Grantor: Department of Tourist Development
  - (6) Grantor Number (assigned by the Grantee to the above-referenced Grantor).
  - (7) Grantee Name.
  - (8) Grantee Tennessee Edison Registration ID Number Referenced in Preamble of this Grant Contract.
  - (9) Grantee Remittance Address.
  - (10) Grantee Contact for Invoice Questions (name, phone, or fax).
  - (11) Itemization of Reimbursement Requested for the Invoice Period— it must detail, at minimum, all of the following:
    - i. The amount requested by Grant Budget line-item (including any travel expenditure reimbursement requested and for which documentation and receipts, as required by "State Comprehensive Travel Regulations," are attached to the invoice).
    - ii. The amount reimbursed by Grant Budget line-item to date.
    - iii. The total amount reimbursed under the Grant Contract to date.
    - iv. The total amount requested (all line-items) for the Invoice Period.
- b. The Grantee understands and agrees to all of the following.
  - (1) An invoice under this Grant Contract shall include only reimbursement requests for actual, reasonable, and necessary expenditures required in the delivery of service described by this Grant Contract and shall be subject to the Grant Budget and any other provision of this Grant Contract relating to allowable reimbursements.

- (2) An invoice under this Grant Contract shall not include any reimbursement request for future expenditures.
  - (3) An invoice under this Grant Contract shall initiate the timeframe for reimbursement only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.
- C.6. Budget Line-items. Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget. The Grantee may vary from a Grant Budget line-item amount by up to one percent (1%) of the line-item amount, provided that any increase is off-set by an equal reduction of other line-item amount(s) such that the net result of variances shall not increase the total Grant Contract amount detailed by the Grant Budget. Any increase in the Grant Budget, grand total amounts shall require an amendment of this Grant Contract.
- C.7. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within sixty (60) days of the Grant Contract end date, in form and substance acceptable to the State.
  - a. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by the section C, payment terms and conditions of this Grant Contract, the Grantee shall refund the difference to the State. The Grantee shall submit the refund with the final grant disbursement reconciliation report.
  - b. The State shall not be responsible for the payment of any invoice submitted to the State after the grant disbursement reconciliation report. The State will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the State, and such invoices will NOT be paid.
  - c. The Grantee's failure to provide a final grant disbursement reconciliation report to the State as required by this Grant Contract shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and the Grantee shall be required to refund any and all payments by the State pursuant to this Grant Contract.
  - d. The Grantee must close out its accounting records at the end of the Term in such a way that reimbursable expenditures and revenue collections are NOT carried forward.
- C.8. Indirect Cost. Should the Grantee request reimbursement for indirect costs, the Grantee must submit to the State a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Grantee will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the Term. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the Term, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the State, and subject to the availability of funds the State agrees to remit any underpayment to the Grantee.
- C.9. Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Department of Finance and Administration Policy Statement 03 or any amendments or revisions made to this policy statement during the Term.
- C.10. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any reimbursement, invoice, or related matter. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount as an allowable cost.

- C.11. Non-allowable Costs. Any amounts payable to the Grantee shall be subject to reduction for amounts included in any invoice or payment that are determined by the State, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute unallowable costs.
- C.12. State's Right to Set Off. The State reserves the right to set off or deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or under any other agreement between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the State.
- C.13. Prerequisite Documentation. The Grantee shall not invoice the State under this Grant Contract until the State has received the following, properly completed documentation.
- a. The Grantee shall complete, sign, and return to the State an "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Grantee acknowledges and agrees that, once this form is received by the State, all payments to the Grantee under this or any other grant contract will be made by automated clearing house ("ACH").
  - b. The Grantee shall complete, sign, and return to the State the State-provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's Edison registration information.
- D. STANDARD TERMS AND CONDITIONS:**
- D.1. Required Approvals. The State is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this Grant Contract, the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.3. Termination for Convenience. The State may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the State. The State shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the State be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the State is liable shall be determined by the State. The Grantee shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the State's exercise of its right to terminate for convenience.
- D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract, or if the Grantee violates any terms of this Grant Contract, the State shall have the right to immediately terminate this Grant Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the exercise of the State's right to

terminate this Grant Contract for cause, the Grantee shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Grant Contract by the Grantee.

- D.5. Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Grant Contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Grantee shall remain responsible for all work performed.
- D.6. Conflicts of Interest. The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
- D.7. Lobbying. The Grantee certifies, to the best of its knowledge and belief, that:
- a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
  - b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
  - c. The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

- D.8. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to the respective party as set out below:
- The State:

Alicia C.B. Widrig, General Counsel  
 Department of Tourist Development  
 312 Rosa L. Parks Ave., 13<sup>th</sup> Floor  
 Nashville, TN 37243

Email: Alicia.Widrig@tn.gov  
Telephone # (615) 741-9065

The Grantee:

Terry Frank, County Mayor  
Anderson County Government  
115 Welcome Lane  
Clinton, TN 37716  
tfrank@andersontn.org  
865-457-4547

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- D.9. Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this Grant Contract upon written notice to the Grantee. The State's right to terminate this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.10. Nondiscrimination. The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Grantee shall, upon request, show proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.11. HIPAA Compliance. The State and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Health Information Technology for Economic and Clinical Health Act (HITECH) and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.
- a. The Grantee warrants to the State that it is familiar with the requirements of the Privacy Rules and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
  - b. The Grantee warrants that it will cooperate with the State, including cooperation and coordination with State privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.
  - c. The State and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the State and the Grantee in compliance with the Privacy Rules. This



provision shall not apply if information received by the State under this Grant Contract is NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the State to receive such information without entering into a business associate agreement or signing another such document.

- D.12. Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the State, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program. The Grantee shall also display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least eleven inches (11") in height and seventeen inches (17") in width stating:

NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454.

The sign shall be on the form prescribed by the Comptroller of the Treasury. The Grantor State Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.

- D.13. Public Notice. All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee in relation to this Grant Contract shall include the statement, "This project is funded under a grant contract with the State of Tennessee." All notices by the Grantee in relation to this Grant Contract shall be approved by the State.
- D.14. Licensure. The Grantee, its employees, and any approved subcontractor shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.
- D.15. Records. The Grantee and any approved subcontractor shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subcontractor, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.

The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.

In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law.

The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.

The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee

shall incorporate any additional Comptroller of the Treasury directives into its internal control system.

Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Grantor State Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.

- D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the State as requested.
- D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Grantor State Agency. At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Grantor State Agency. Annual and final report documents to be completed by the Grantee shall appear on the Grantor State Agency's website or as an attachment to the Grant Contract.
- D.19. Audit Report. The Grantee shall be audited in accordance with applicable Tennessee law.
- If the Grantee is subject to an audit under this provision, then the Grantee shall complete Attachment 2.
- When a federal single audit is required, the audit shall be performed in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.
- A copy of the audit report shall be provided to the Comptroller by the licensed, independent public accountant. Audit reports shall be made available to the public.
- D.20. Procurement. If other terms of this Grant Contract allow reimbursement for the cost of goods, materials, supplies, equipment, or contracted services, such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical. The Grantee shall maintain documentation for the basis of each procurement for which reimbursement is paid pursuant to this Grant Contract. In each instance where it is determined that use of a competitive procurement method is not practical, supporting documentation shall include a written justification for the decision and for use of a non-competitive procurement. If the Grantee is a subrecipient, the Grantee shall comply with 2 C.F.R. §§ 200.317—200.326 when procuring property and services under a federal award.
- The Grantee shall obtain prior approval from the State before purchasing any equipment under this Grant Contract.
- For purposes of this Grant Contract, the term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars (\$5,000.00).
- D.21. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Grant

Contract is not a waiver or relinquishment of any term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties.

- D.22. Independent Contractor. The parties shall not act as employees, partners, joint venturers, or associates of one another in the performance of this Grant Contract. The parties acknowledge that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- D.23. Limitation of State's Liability. The State shall have no liability except as specifically provided in this Grant Contract. In no event will the State be liable to the Grantee or any other party for any lost revenues, lost profits, loss of business, loss of grant funding, decrease in the value of any securities or cash position, time, money, goodwill, or any indirect, special, incidental, punitive, exemplary or consequential damages of any nature, whether based on warranty, contract, statute, regulation, tort (including but not limited to negligence), or any other legal theory that may arise under this Grant Contract or otherwise. The State's total liability under this Grant Contract (including any exhibits, schedules, amendments or other attachments to the Contract) or otherwise shall under no circumstances exceed the Maximum Liability originally established in Section C.1 of this Grant Contract. This limitation of liability is cumulative and not per incident.
- D.24. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the party except to the extent that the non-performing party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either party from its obligations under this Grant Contract. Except as set forth in this Section, any failure or delay by a party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, subcontractors, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the State of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the State within one (1) day of the inception of the delay) that a Force Majeure Event has occurred, and will describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the State may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.
- D.25. Tennessee Department of Revenue Registration. The Grantee shall comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608. Compliance with applicable registration requirements is a material requirement of this Grant Contract.
- D.26. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.

- D.27. No Acquisition of Equipment or Motor Vehicles. This Grant Contract does not involve the acquisition and disposition of equipment or motor vehicles acquired with funds provided under this Grant Contract.
- D.28. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract. The U.S. Office of Management and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is available here: [http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)
- D.29. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflict or choice of law rules. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under Tenn. Code Ann. §§ 9-8-101 through 9-8-408.
- D.30. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions agreed to by the parties. This Grant Contract supersedes any and all prior understandings, representations, negotiations, or agreements between the parties, whether written or oral.
- D.31. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions shall not be affected and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.
- D.32. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.
- D.33. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101, *et seq.*, addressing contracting with persons as defined at Tenn. Code Ann. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Grant Contract. The Grantee certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.
- D.34. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:
- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;
  - b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
  - c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and

- d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

- D.35. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the State or acquired by the Grantee on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Grantee shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law.

The obligations set forth in this Section shall survive the termination of this Grant Contract.

**E. SPECIAL TERMS AND CONDITIONS:**

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.

IN WITNESS WHEREOF,

ANDERSON COUNTY GOVERNMENT:

\_\_\_\_\_  
GRANTEE SIGNATURE

\_\_\_\_\_  
DATE

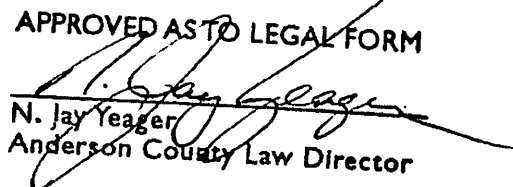
\_\_\_\_\_  
PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF TOURIST DEVELOPMENT:

\_\_\_\_\_  
MARK EZELL, COMMISSIONER

\_\_\_\_\_  
DATE

APPROVED AS TO LEGAL FORM

  
N. Jay Yeager  
Anderson County Law Director

## ATTACHMENT 1

GRANT BUDGET				
Grantee Approved Grant Project Budget				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: April 15, 2020 END: April 14, 2022				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$75,000.00	\$22,500.00	\$97,500.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	0.00	0.00	0.00
11, 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest <sup>2</sup>	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	0.00	0.00	0.00
17	Depreciation <sup>2</sup>	0.00	0.00	0.00
18	Other Non-Personnel <sup>2</sup>	0.00	0.00	0.00
20	Capital Purchase <sup>2</sup>	0.00	0.00	0.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	GRAND TOTAL	\$75,000.00	\$22,500.00	\$97,500.00

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: <https://www.tn.gov/finance/looking-for/policies.html>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

## ATTACHMENT 1, cont.

## GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Expansion and improvement of Anderson County Park's Campground on county property	\$75,000.00
TOTAL	\$75,000.00

## ATTACHMENT 2

## Parent Child Information

*The Grantee should complete this form and submit it with the Grant Contract. The Grantee should submit only one, completed "Parent Child Information" document to the State during the Grantee's fiscal year.*

"Parent" means an entity whose IRS filing contains the information of at least one other entity.

"Child" means an entity whose information is contained in another entity's IRS filing.

Grantee's Edison Vendor ID number:

Is Anderson County Government a parent? Yes ☐ No ☐

If yes, provide the name and Edison Vendor ID number, if applicable, of any child entities.

Is Anderson County Government a child? Yes ☐ No ☐

If yes, complete the fields below.

Parent entity's name: \_\_\_\_\_

Parent entity's tax identification number: \_\_\_\_\_

Note: If the parent entity's tax identification number is a social security number, this form must be submitted via US mail to:

Central Procurement Office, Grants Program Manager  
3<sup>rd</sup> Floor, WRS Tennessee Tower  
312 Rosa L Parks Avenue  
Nashville, TN 37243

Parent entity's contact information

Name of primary contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Parent entity's Edison Vendor ID number, if applicable: \_\_\_\_\_



APPROVED ASTO LEGAL FORM  
11/14/05 [Signature]  
N. Jay Yergel  
Anderson County Law Director

Capital Assets Surplus					
DESCRIPTION	Quantity	LOCATION	DATE OF SURPLUS	Condition	Starting Bid
2000 Chevrolet Astro Van	1	Animal Control	8/25/2020	Working but needs repairs	1000
2006 Chevrolet Silverado	1	Animal Control	8/18/2020	Working	1000
2009 Ford Expedition	1	EMS	9/9/2020	Not Working, Parts only.	200
2001 Dodge Ram 3500	1	EMS	9/9/2020	Tranmission Slips and Enginge has a grinding noise	1000
2006 Ford Expedition	1	EMS	9/9/2020	Not Working, Parts only.	200
1999 Chevy Suburban 1500	1	EMS	9/9/2020	Has a loud knocking noise when running	500

# ANDERSON COUNTY GOVERNMENT PROPERTY DISPOSITION AND SURPLUS RECORD

- Property declared to be surplus may be transferred to another Anderson County office or be sold at internet auction.
- The IT Department will manage the disposition of hard drives.
- The Vehicle Inspection Form is to be used to sell vehicles. A police report must accompany this form if the property was stolen.
- Transferring property to an Entity outside of Anderson County requires Purchasing Committee and County Commission approval.
- This form should be emailed to [Surplus@andersontn.org](mailto:Surplus@andersontn.org)

Planning & Development  
(Department)

requests to surplus property as detailed below.

[Signature]  
Signature of Department Head/Elected Official

8/25/2020  
Date

Asset Tag Number (N/A if no Tag).	Property Description (Vehicles - list Year, Make, Model and Location)	Serial Number/ VIN Number (N/A if no Serial No.)	Property Condition (Working, inoperable, unknown)
	Cherry Astro Van		Working But needs repairs

Attach additional sheet(s) if necessary.

## Property Disposition Method (check applicable box)

	<b>Internet Auction</b>  Fund #: _____ Fund Description: _____ (Attach photos of item(s) to record)	<b>Purchasing Office Use Only</b> Govdeals ID#: _____ Date: _____ Sale Amount: \$ _____ Date removed from Asset Listing: _____
	<b>Transfer Property</b>  To: _____ (Department)  Signature of Receiving Department Head/Elected Official _____ Date _____	
	<b>Trade In</b> Purchase Order Number of Trade in: _____	
	<b>Stolen or Lost (Attach copy of Police Report)</b>	
	<b>Property Destroyed (Attach explanation)</b>	

Received by Purchasing Office: \_\_\_\_\_  
(Date)

Deputy Purchasing Agent Signature: \_\_\_\_\_

# GovDeals Vehicle Inspection Form

Inventory ID:	Department: <u>Planning &amp; Development</u>	Fund:
Short Description:		
Year <u>2000</u>	Make <u>Chery</u>	Model <u>Astro Van</u>
VIN: <u>LGNDMZ9WZYB784519</u>		Title Restriction: <input type="checkbox"/> Y <input type="checkbox"/> N
Mileage/Odometer: <u>176145</u>		Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N:
Long Description:		
This Vehicle: <input checked="" type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u>4.3</u> L, V <u>6</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine		
Engine Condition: <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: <u>Not For sure. It misse s</u>		
This vehicle was maintained every _____ <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>8/11/20</u> Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual _____ Speed		
Transmission Condition: <input type="checkbox"/> Operable <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition		
Repairs Needed: <u>?</u>		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____		
Exterior: Color: <u>White</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked _____		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <input type="checkbox"/> Low _____ <input type="checkbox"/> Flat _____ Hubcaps <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4		
Major Damage to: _____		
Additional Damage: <u>Passenger side quarter panel</u>		
Decals: <input checked="" type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input type="checkbox"/> Have been Removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input checked="" type="checkbox"/> None <input type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Blue</u> <input checked="" type="checkbox"/> Cloth <input type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>X</u>		
Damage to Dash/Floor: <u>Dash starting to crack &amp; separate</u>		
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input checked="" type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input type="checkbox"/> Cold <input checked="" type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags <input type="checkbox"/> drivers side <input type="checkbox"/> dual		
<input type="checkbox"/> Cruise Control <input type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Windows <input checked="" type="checkbox"/> Door Locks <input type="checkbox"/> Steering <input type="checkbox"/> Seats		
Reviewed Prior to Being Posted by Purchasing Agent: _____		
Start Date: _____ First _____ Second _____ Third End Date: _____ First _____ Second _____ Third		
Location of Asset: <u>upper parking lot</u>		
For more information contact: _____		
Views/Picture # _____ # _____ # _____ # _____ # _____ # _____ # _____		



Astro Van



Astro Van



# ANDERSON COUNTY GOVERNMENT PROPERTY DISPOSITION AND SURPLUS RECORD

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- The Vehicle Inspection Form is to be used to sell vehicles. A police report must accompany this form if the property was stolen.
- Transferring property to an Entity outside of Anderson County requires Purchasing Committee and County Commission approval.
- This form should be emailed to [Surplus@andersontn.org](mailto:Surplus@andersontn.org)

Animal Control requests to surplus property as detailed below.  
(Department)

Chad B. Foster

6-29-2020

Signature of Department Head/Elected Official

Date

Asset Tag Number (N/A if no Tag)	Property Description (Vehicles - list Year, Make, Model and Location)	Serial Number/ VIN Number (N/A if no Serial No.)	Property Condition (Working, Inoperable, unknown)
GW6097	06 Chevy Silverado 2500 HD 6.0L V8	1GCH24U36E158878	

Attach additional sheet(s) if necessary.

## Property Disposition Method (check applicable box)

<p><b>Internet Auction</b></p> <p>Fund #: _____</p> <p>Fund Description: _____</p> <p>(Attach photos of item(s) to record)</p>	<p><b>Purchasing Office Use Only</b></p> <p>Govdeals ID#: _____</p> <p>Date: _____</p> <p>Sale Amount: \$ _____</p> <p>Date removed from Asset Listing: _____</p>
<p><b>Transfer Property</b></p> <p>To: _____</p> <p>(Department)</p> <p>Signature of Receiving Department Head/Elected Official _____</p>	
<p><b>Trade In</b></p> <p>Purchase Order Number of Trade in: _____</p>	
<p><b>Stolen or Lost (Attach copy of Police Report)</b></p>	
<p><b>Property Destroyed (Attach explanation)</b></p>	

Received by Purchasing Office: \_\_\_\_\_

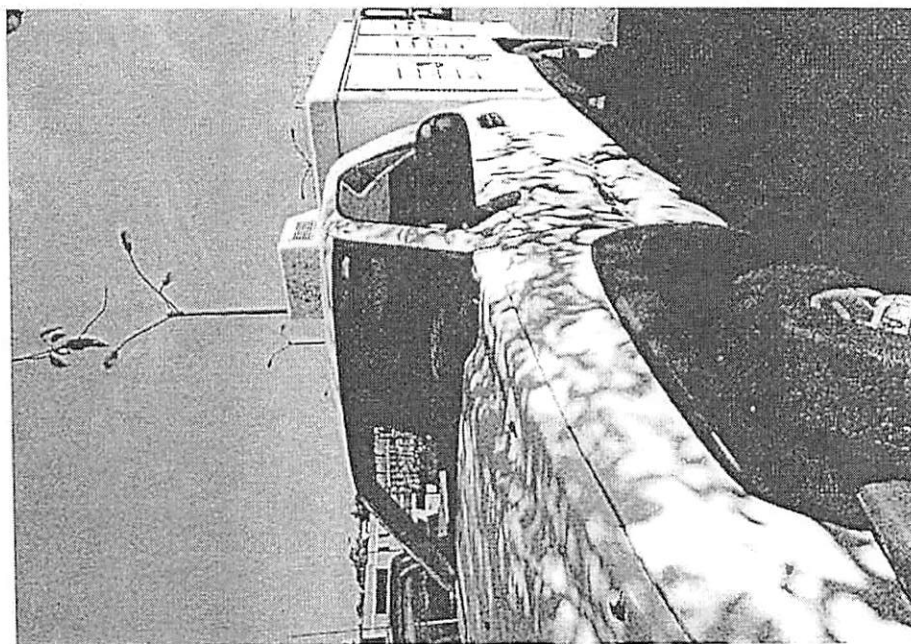
(Date)

Deputy Purchasing Agent Signature: \_\_\_\_\_

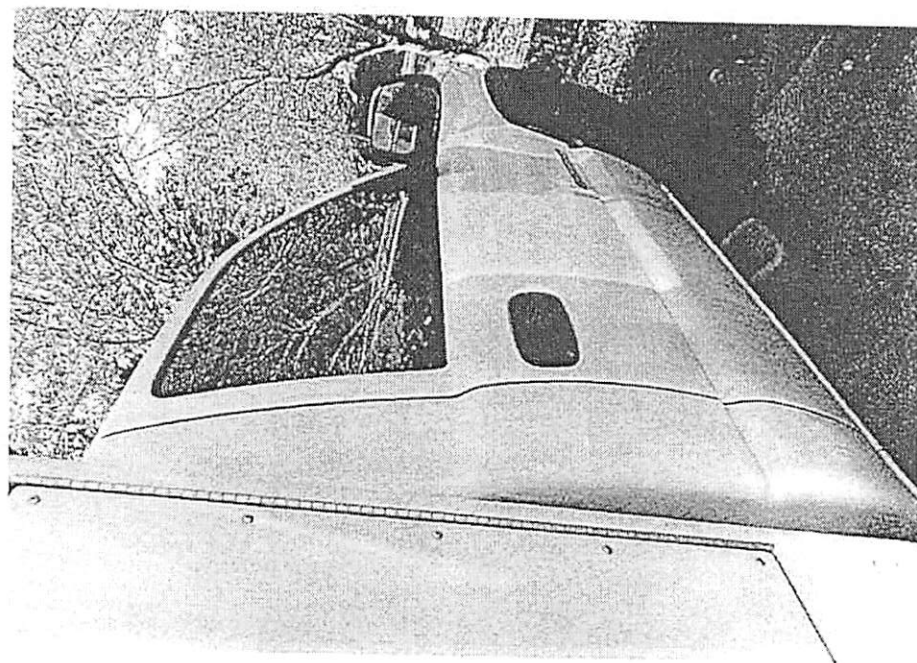
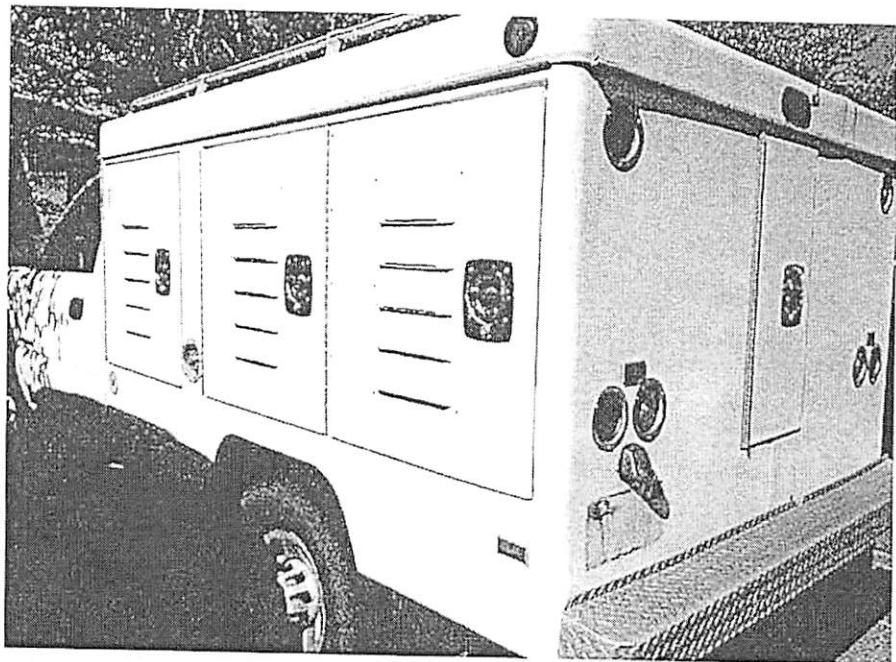
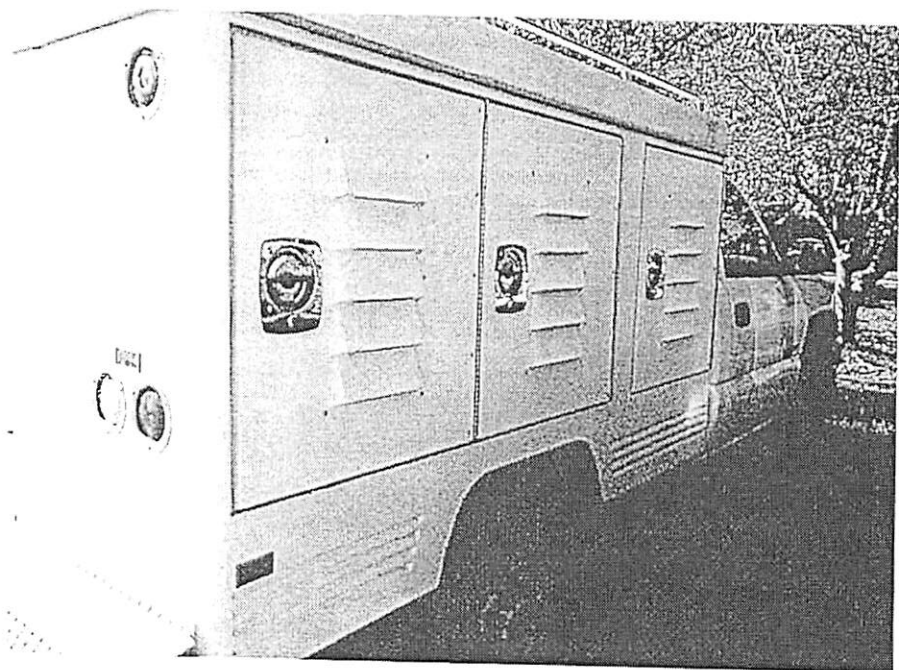
# GovDeals Vehicle Inspection Form

Inventory ID: _____	Department: <u>Animal Control</u>	Fund: _____																
Short Description: Year <u>2006</u> Make <u>Chevrolet</u> Model <u>Silverado</u>																		
VIN: <table border="1" style="display: inline-table; text-align: center; width: 200px;"> <tr><td>1</td><td>G</td><td>C</td><td>H</td><td>2</td><td>4</td><td>U</td><td>3</td><td>6</td><td>E</td><td>1</td><td>5</td><td>8</td><td>8</td><td>1</td><td>8</td></tr> </table>		1	G	C	H	2	4	U	3	6	E	1	5	8	8	1	8	Title Restriction: <input type="checkbox"/> Y <input type="checkbox"/> N
1	G	C	H	2	4	U	3	6	E	1	5	8	8	1	8			
Mileage/Odometer: <table border="1" style="display: inline-table; text-align: center; width: 100px;"> <tr><td>2</td><td>7</td><td>8</td><td>5</td><td>3</td><td>9</td></tr> </table>		2	7	8	5	3	9	Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N: _____										
2	7	8	5	3	9													
<b>Long Description:</b> This Vehicle: <input type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only Engine- Type: <u>6.0 L, V 8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine Engine Condition: <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition Repairs needed: <u>Engine making Ticking noise</u> This vehicle was maintained every <u>5,000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles Date Removed From Service: <u>7-1-2020</u> Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection <b>Transmission:</b> <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual <input type="checkbox"/> Speed Transmission Condition: <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition Repairs Needed: _____ <b>Drivetrain:</b> <input type="checkbox"/> 2 Wheel Drive <input checked="" type="checkbox"/> 4 Wheel Drive Condition: _____																		
<b>Exterior:</b> Color: <u>White</u> Windows: <input type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked _____ Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <input type="checkbox"/> Low <input checked="" type="checkbox"/> Flat Hubcaps <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 Major Damage to: _____ Additional Damage: _____ Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions Emergency equip: <input checked="" type="checkbox"/> None <input type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes																		
<b>Interior:</b> Color <u>Gray/Black</u> <input checked="" type="checkbox"/> Cloth <input type="checkbox"/> Vinyl <input type="checkbox"/> Leather Damage to Seats: _____ Damage to Dash/Floor: _____ Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD <input type="checkbox"/> AC (Condition: <input type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags <input type="checkbox"/> drivers side <input type="checkbox"/> dual <input type="checkbox"/> Cruise Control <input type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control Power: <input type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input type="checkbox"/> Steering <input type="checkbox"/> Seats																		
Reviewed Prior to Being Posted by Purchasing Agent: _____																		
Start Date: _____ First _____ Second _____ Third _____ End Date: _____ First _____ Second _____ Third _____																		
Location of Asset: _____																		
For more information contact: _____																		
Views/Picture # _____ # _____ # _____ # _____ # _____ # _____ # _____																		





Silverado



Silverado

**ANDERSON COUNTY GOVERNMENT  
PROPERTY DISPOSITION AND SURPLUS RECORD**

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EMS requests to surplus property as detailed below.  
(Department)

[Signature] 9-09-20  
Signature of Department Head/Elected Official Date

Asset Tag Number (N/A if no Tag)	Property Description (Vehicles - list Year, Make, Model and Location)	Serial Number/ VIN Number (N/A if no Serial No.)	Property Condition (Working, inoperable, unknown)
64-6435	2009 Ford Expedition	1FMPV16549E B03117	Parts only

Attach additional sheet(s) if necessary.

**Property Disposition Method (check applicable box)**

<input type="checkbox"/> <b>Internet Auction</b>  Fund #: _____ Fund Description: _____ (Attach photos of item(s) to record)	<input type="checkbox"/> <b>Purchasing Office Use Only</b> Govdeals ID#: _____ Date: _____ Sale Amount: \$ _____ Date removed from Asset Listing: _____
<input type="checkbox"/> <b>Transfer Property</b>  To: _____ (Department)  Signature of Receiving Department Head/Elected Official _____ Date _____	
<input type="checkbox"/> <b>Trade In</b> Purchase Order Number of Trade in: _____	
<input type="checkbox"/> <b>Stolen or Lost (Attach copy of Police Report)</b>	
<input type="checkbox"/> <b>Property Destroyed (Attach explanation)</b>	

Received by Purchasing Office: KL 9/9/20  
(Date)

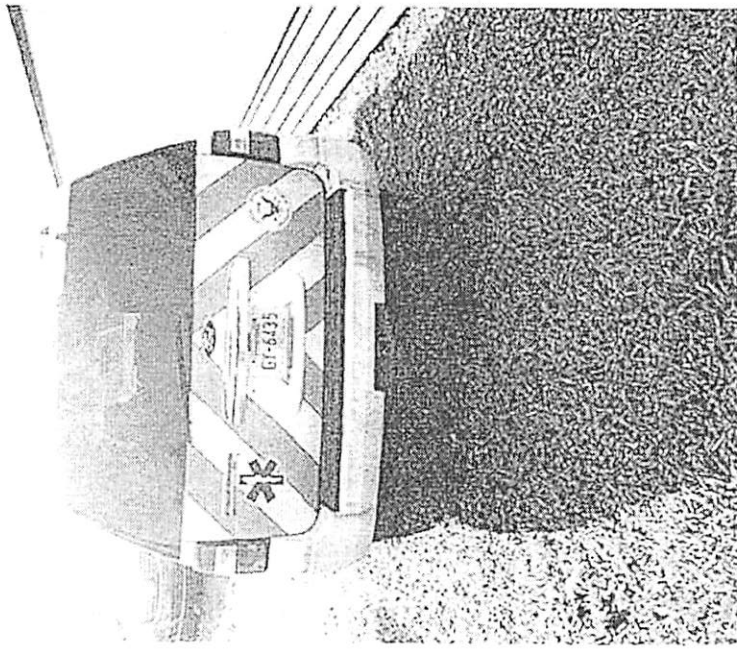
Deputy Purchasing Agent Signature: \_\_\_\_\_

# Parked in Grass

# Parked in Grass



2009 Expedition



# ANDERSON COUNTY GOVERNMENT PROPERTY DISPOSITION AND SURPLUS RECORD

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EMS requests to surplus property as detailed below.  
(Department)

Dathan St  
Signature of Department Head/Elected Official

9-9-20  
Date

Asset Tag Number (N/A if no Tag).	Property Description (Vehicles - list Year, Make, Model and Location)	Serial Number/ VIN Number (N/A if no Serial No.)	Property Condition (Working, inoperable, unknown)
8466-GA	2001 Dodge RAM 3500	3B6MC36591 11275091	Trans shifts and has a bad engine miss Has a loud grinding sound when engine is running/surged

Attach additional sheet(s) if necessary.

## Property Disposition Method (check applicable box)

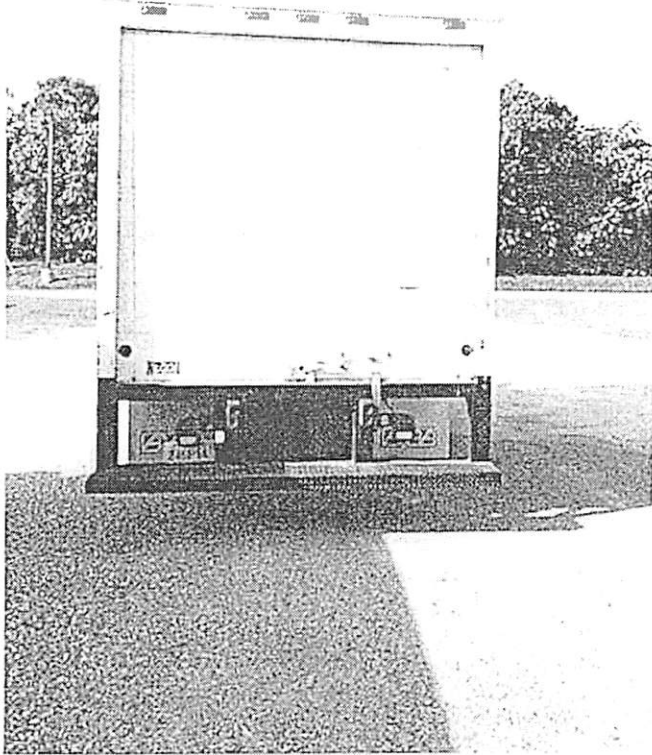
<b>Internet Auction</b>  Fund #: _____ Fund Description: _____ (Attach photos of item(s) to record)	<b>Purchasing Office Use Only</b> Govdeals ID#: _____ Date: _____ Sale Amount: \$ _____ Date removed from Asset Listing: _____
<b>Transfer Property</b>  To: _____ (Department)  Signature of Receiving Department Head/Elected Official _____ Date _____	
<b>Trade In</b> Purchase Order Number of Trade in: _____	
<b>Stolen or Lost (Attach copy of Police Report)</b>	
<b>Property Destroyed (Attach explanation)</b>	

Received by Purchasing Office: KC 9/9/20  
(Date)

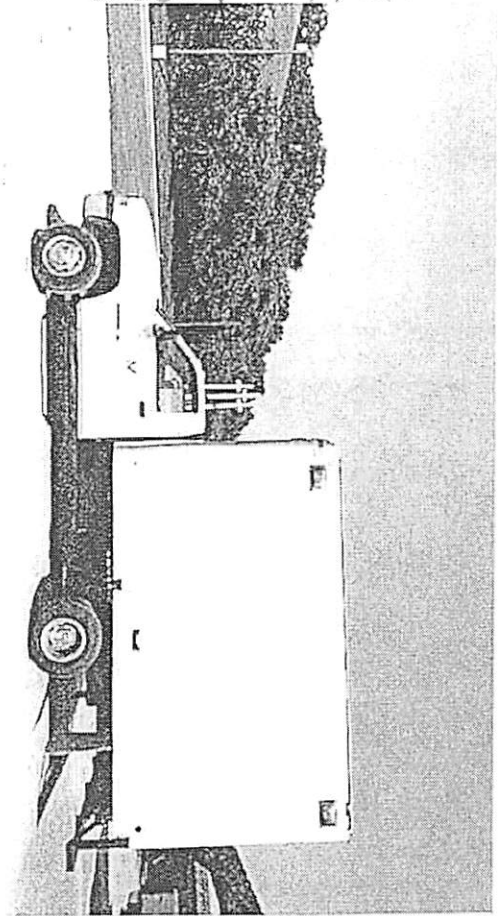
Deputy Purchasing Agent Signature: \_\_\_\_\_

# GovDeals Vehicle Inspection Form

Inventory ID:	Department: <u>EMS</u>	Fund:																	
Short Description: Year <u>2001</u> Make <u>Dodge</u> Model <u>RAM 3500</u>																			
VIN: <table border="1" style="display: inline-table; text-align: center; font-family: monospace;"> <tr><td>3</td><td>B</td><td>6</td><td>M</td><td>C</td><td>3</td><td>6</td><td>5</td><td>9</td><td>1</td><td>M</td><td>2</td><td>7</td><td>5</td><td>0</td><td>9</td><td>1</td></tr> </table> Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N		3	B	6	M	C	3	6	5	9	1	M	2	7	5	0	9	1	
3	B	6	M	C	3	6	5	9	1	M	2	7	5	0	9	1			
Mileage/Odometer: <table border="1" style="display: inline-table; text-align: center; font-family: monospace;"> <tr><td>6</td><td>6</td><td>8</td><td>8</td><td>4</td></tr> </table> Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N: _____		6	6	8	8	4													
6	6	8	8	4															
<b>Long Description:</b> This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only Engine- Type: _____ L, V <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine Engine Condition: <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition Repairs needed: <u>Has a miss when idling and moving</u> This vehicle was maintained every <u>7000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles Date Removed From Service: <u>7-1-20</u> Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection <b>Transmission:</b> <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual _____ Speed Transmission Condition: <input type="checkbox"/> Operable <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition Repairs Needed: <u>it slips because of the box size and weight</u> <b>Drivetrain:</b> <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: <u>Slips in Drive and Reverse</u>																			
<b>Exterior:</b> Color: <u>White</u> Windows: <input type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked _____ Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <input checked="" type="checkbox"/> Low <input type="checkbox"/> Flat _____ Hubcaps <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 Major Damage to: <u>Dash cracked and Broken.</u> Additional Damage: _____ Decals: <input type="checkbox"/> None <input checked="" type="checkbox"/> Have Been Sprayed or <input type="checkbox"/> Have been Removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions Emergency equip: <input type="checkbox"/> None <input type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes																			
<b>Interior:</b> Color <u>Gray</u> <input checked="" type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather Damage to Seats: <u>avg. wear for year</u> Damage to Dash/Floor: <u>none noted</u> Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input checked="" type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD <input checked="" type="checkbox"/> AC (Condition: <input type="checkbox"/> Cold <input checked="" type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags <input type="checkbox"/> drivers side <input checked="" type="checkbox"/> dual <input type="checkbox"/> Cruise Control <input type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control Power: <input type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input checked="" type="checkbox"/> Steering <input type="checkbox"/> Seats																			
Reviewed by Purchasing Agent: _____																			
Location of Asset: _____ For more information contact: <u>Bryan Schroeder 865 457 8609</u> Views/Picture # _____ # _____ # _____ # _____ # _____ # _____																			



Dodge Ram





**ANDERSON COUNTY GOVERNMENT  
PROPERTY DISPOSITION AND SURPLUS RECORD**

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EMS requests to surplus property as detailed below.  
(Department)

Dallas St  
Signature of Department Head/Elected Official

9/9/20  
Date

Asset Tag Number (N/A if no Tag).	Property Description (Vehicles - list Year, Make, Model and Location)	Serial Number/ VIN Number (N/A if no Serial No.)	Property Condition (Working, Inoperable, unknown)
8476-GA	2006 Ford Expedition	1FMPV16546L 131371	Parts only

Attach additional sheet(s) if necessary.

**Property Disposition Method (check applicable box)**

<input type="checkbox"/> <b>Internet Auction</b> Fund #: _____ Fund Description: _____ (Attach photos of item(s) to record)	<input type="checkbox"/> <b>Purchasing Office Use Only</b> Govdeals ID#: _____ Date: _____ Sale Amount: \$ _____ Date removed from Asset Listing: _____
<input type="checkbox"/> <b>Transfer Property</b> To: _____ (Department) Signature of Receiving Department Head/Elected Official _____ Date _____	
<input type="checkbox"/> <b>Trade In</b> Purchase Order Number of Trade in: _____	
<input type="checkbox"/> <b>Stolen or Lost (Attach copy of Police Report)</b>	
<input type="checkbox"/> <b>Property Destroyed (Attach explanation)</b>	

Received by Purchasing Office: CC 9/9/20  
(Date)

Deputy Purchasing Agent Signature: \_\_\_\_\_

900 P.C.

900 P.C.

2006  
Expedition



**ANDERSON COUNTY GOVERNMENT  
PROPERTY DISPOSITION AND SURPLUS RECORD**

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EMS requests to surplus property as detailed below.  
(Department)

Dathan Sest  
Signature of Department Head/Elected Official

9/9/20  
Date

Asset Tag Number (N/A if no Tag).	Property Description (Vehicles - list Year, Make, Model and Location)	Serial Number/ VIN Number (N/A if no Serial No.)	Property Condition (Working, inoperable, unknown)
6489-GR	1999 Chevy Suburban 1500	3GKEK16R9XG539064	Has a very loud knocking when running

Attach additional sheet(s) if necessary.

**Property Disposition Method (check applicable box)**

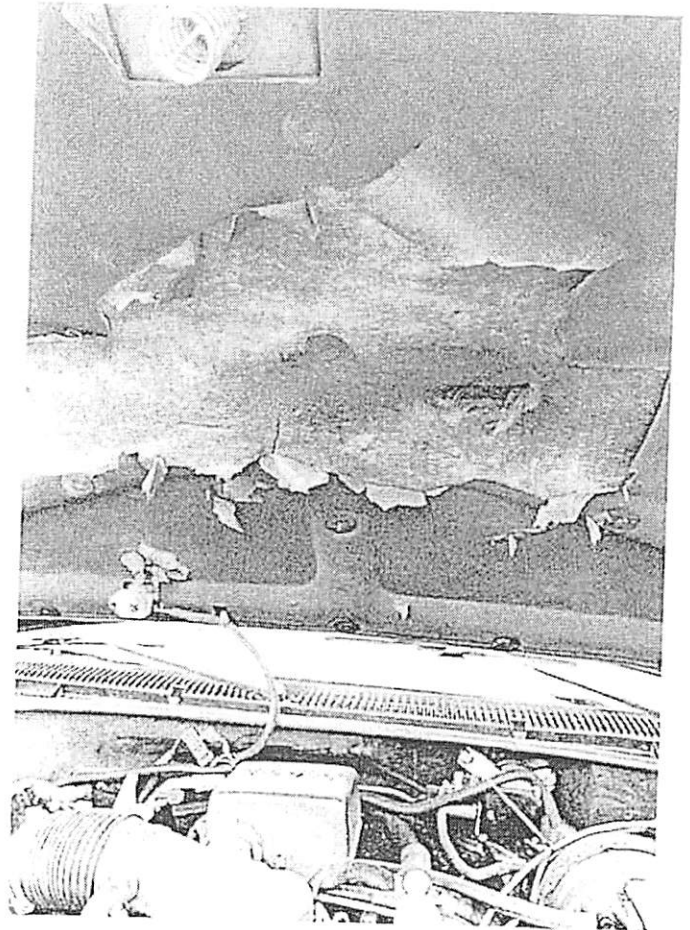
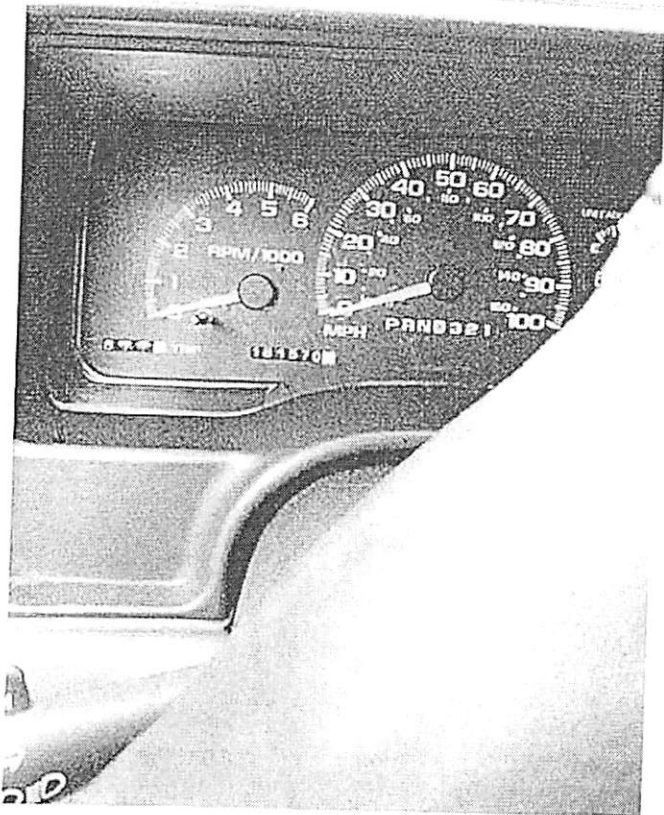
<p><b>Internet Auction</b></p> <p>Fund #: _____</p> <p>Fund Description: _____</p> <p>(Attach photos of item(s) to record)</p>	<p><b>Purchasing Office Use Only</b></p> <p>Govdeals ID#: _____</p> <p>Date: _____</p> <p>Sale Amount: \$ _____</p> <p>Date removed from Asset Listing: _____</p>
<p><b>Transfer Property</b></p> <p>To: _____</p> <p>(Department)</p> <p>Signature of Receiving Department Head/Elected Official _____ Date _____</p>	
<p><b>Trade In</b></p> <p>Purchase Order Number of Trade in: _____</p>	
<p><b>Stolen or Lost (Attach copy of Police Report)</b></p>	
<p><b>Property Destroyed (Attach explanation)</b></p>	

Received by Purchasing Office: KC 9/9/20  
(Date)

Deputy Purchasing Agent Signature: \_\_\_\_\_

## GovDeals Vehicle Inspection Form

Inventory ID:	Department: <u>EMS</u>	Fund:
Short Description:		
Year <u>1999</u>	Make <u>Chevy</u>	Model <u>Suburban</u>
VIN: <u>3GKFK1G9Y G539064</u>		Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Mileage/Odometer: <u>          </u>	Odometer Accurate <input type="checkbox"/> Y <input type="checkbox"/> N:	
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u>    </u> L, V <u>    </u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine		
Engine Condition: <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: <u>Very Loud Knock when engine is Running</u>		
This vehicle was maintained every <u>7000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>7-1-20</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual <u>    </u> Speed		
Transmission Condition: <input type="checkbox"/> Operable <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition		
Repairs Needed: <u>Slips when driving and pulling out</u>		
Drivetrain: <input type="checkbox"/> 2 Wheel Drive <input checked="" type="checkbox"/> 4 Wheel Drive Condition: <u>unknown</u>		
Exterior: Color: <u>Green</u> Windows: <input type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked <u>    </u>		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input type="checkbox"/> Bings Tire Condition: <input checked="" type="checkbox"/> Low <input type="checkbox"/> Flat <u>    </u> Hubcaps <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4		
Major Damage to: <u>    </u>		
Additional Damage: <u>Parts missing after Emery Equip Removed</u>		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input type="checkbox"/> None <input checked="" type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Tan</u> <input type="checkbox"/> Cloth <input type="checkbox"/> Vinyl <input checked="" type="checkbox"/> Leather		
Damage to Seats: <u>Cracked and Discolored</u>		
Damage to Dash/Floor: <u>Back of vic floor carpet Bad</u>		
Radio: <input type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: <u>NONE</u> <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input type="checkbox"/> AC (Condition: <input type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input checked="" type="checkbox"/> No AC Air Bags <input checked="" type="checkbox"/> drivers side <input type="checkbox"/> dual		
<input type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Windows <input checked="" type="checkbox"/> Door Locks <input checked="" type="checkbox"/> Steering <input type="checkbox"/> Seats		
Reviewed by Purchasing Agent: <u>    </u>		
Location of Asset: <u>EMS HQ 314 Public Safety LN</u>		
For more information contact: <u>Bryan Schroeder 865 457 4609</u>		
Views/Picture # <u>    </u> # <u>    </u> # <u>    </u> # <u>    </u> # <u>    </u> # <u>    </u>		



Subaru





July 1988

January 2, 2020

To: Anderson County Board of Commission

Re: Vehicle Replacement Plan

Dear Chairman Wandell, Chairman White and County Commissioners,

I was asked at the Budget Committee level what my recommendation is for an optimal replacement schedule.

As vehicles age, maintenance and repair costs tend to increase. There is an optimal point for replacement that can provide Anderson County with the lowest total lifecycle cost on a vehicle.

Based on the question, I have put together a set of spreadsheets that analyzes our current fleet, makes recommendations for addressing current needs, and replacements and gets us on track for optimal replacements going forward.

In the spreadsheet you can see vehicles in the county fleet that have been neglected for some time. Some notes to help you understand what I've outlined in the spreadsheets:

1. Any asset number in a red block is mission critical due to age and/or rising cost of maintenance.
2. Columns H-N show age of vehicles to the total vehicle cost.
3. Column O is an *estimated* replaced cost.
4. Column P Critical: 3 of these have been funded under capital outlay.
5. Column Q Backlog vehicles that are behind on replacement, age/ maintenance cost.
6. Columns R and S are *estimated* replacement cost for this year and next year in order to bring the fleet up to date.
7. Columns T- ? is the projected replacement date of vehicles.
8. Row 40 has the *estimated* cost per year for replacement.

Green Tab at the bottom of the spreadsheet (Designated for Disposal) shows asset and year to be disposed of via GovDeals.

Column I is KBB trade-in value. As you go down, you will find that the trade-in value increases; this is due to disposing of vehicles at a better useful life (this is the goal, that is, timing the replacement to gain highest return on the vehicle while achieving lowest county lifecycle cost the vehicle).

If you have any further questions, feel free to reach out. I will attend the Budget Committee in order to discuss and/or answer questions.

Sincerely,

John Vickery



Vehicle Replacement Plan

Assumed Inflation Rate 1.50%

12/1/2019

Anderson County  
Mission Critical  
Vehicles  
AC Backlog

Fill in Data

License #	Asset #	Year	Make	Model	Type	Description	Life Cycle			Projected LC		Up-Fitting Costs	Total Vehicle Cost	Projected Future Replacement Cost	Critical	Backlog	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028				
							Years	Current Age	Date Purchased	Replacement Date	Purchase Price																			
GW6097	6E158818	2006	Chevrolet	Silverado	1/2 ton Pick up	reg cab long bed	5	13	3/15/2006	7/1/2011	\$18,370.00	\$9,975.00	28,345.00	FUNDED	Critical	FUNDED	FUNDED													
GV3224	32307564	2003	Chevrolet	Silverado	1/2 ton Pick up	reg cab short bed	8	16	6/30/2004	7/1/2014	\$15,807.00		15,807.00	30,380.00		30,380.00	30,380.00													
GY6428	2E182581	2002	Chevrolet	Silverado	1/2 ton Pick up	extra cab short bed	7	17	5/11/2009	7/1/2009	\$9,205.00		9,205.00	30,880.00	Critical	30,880.00	30,880.00													
GV3324	32329141	2003	Chevrolet	Silverado	1/2 ton Pick up	reg cab long bed	10	16	5/23/2003	7/1/2013	\$13,596.00		13,596.00	26,890.00		26,890.00	26,890.00													
Q295GC	4ED67303	2004	Ford	F350	Dump Truck	reg cab dump bed	15	15	1/28/2013	7/1/2018	\$14,200.00		14,200.00	75,000.00		75,000.00		75,000.00												
GV3233	4LB11034	2003	Ford	Expedition	SUV		7	16	1/22/2004	7/1/2011	\$26,218.00		26,218.00	43,472.00		43,472.00		43,472.00												
GR2855	5UB51443	1995	Ford	F150	1/2 ton Pick up	reg cab short bed	7	24	10/2/1995	7/1/2002	\$17,500.00		17,500.00	FUNDED	Critical	FUNDED	FUNDED													
GY6492	XL569948	1999	Jeep	Cherokee	SUV	Sport suv	7	20	1/13/1999	7/1/2006	\$23,275.00		23,275.00	FUNDED	Critical	FUNDED	FUNDED													
GW6172	7EA81531	2007	Ford	F250	3/4 ton pick up	4 door short bed	7	12	11/27/2006	7/1/2013	\$54,309.14		54,309.14	65,274.72		65,274.72		65,274.72												
GY6521	8ED03978	2008	Ford	F250	3/4 ton pick up	reg cab utility service bed	7	11	1/3/2008	7/1/2015	\$18,364.00	\$13,540.00	31,904.00	54,150.00	Critical	54,150.00	54,150.00													
GI2423	YE211744	2000	Chevrolet	Silverado	1/2 ton Pick up	extra cab short bed	8	19	7/1/2014	7/1/2008	Drug seize		-	33,925.00		33,925.00		33,925.00												
GR7768	WTM47219	1999	Mazda	B2500	1/2 ton Pick up	reg cab short bed	10	20	11/20/1998	7/1/2009	\$9,750.00		9,750.00	29,963.00	Critical	29,963.00	29,963.00													
GV3205	3K108699	2003	Chevrolet	Blazer	Suv	\$10	7	16	9/3/2003	7/1/2010	\$16,624.00		16,624.00				May be funded													
8546GA	9R189619	2009	Chevrolet	Tahoe	suv	4 door suv	7	10	12/6/2011	7/1/2016	\$25,088.00		25,088.00	38,810.00		38,810.00		38,810.00												
GU5783	29143990	2002	Chevrolet	Impala	sedan	4 door sedan	7	17	4/4/2002	7/1/2009	\$17,146.00		17,146.00	20,975.00		20,975.00		20,975.00												
GY6475	9DA77102	2009	Ford	E350	Econoline	1 ton 15 passenger van	9	10	4/20/2010	7/1/2018	\$17,200.00		17,200.00	29,350.00		29,350.00		29,350.00												
GY6512	7NA78607	2007	Ford	F150	1/2 pick up	reg cab long bed	7	12	11/16/2007	7/1/2014	\$12,500.00		12,500.00	26,543.00		26,543.00		26,543.00												
GY6525	28187670	2002	Chevrolet	S10	pick up	Pick up with tommy lift gate	10	17	2/22/2008	7/1/2012			-	30,975.00		30,975.00	30,975.00													
GY6516	3E189828	2003	Chevrolet	Silverado	3500	1 ton long bed with a stake bed	15	16	1/3/2008	7/1/2018	\$15,300.00		15,300.00	40,695.00		40,695.00	40,695.00													
GY6533	8KD60252	2008	Ford	F150	1/2 ton Pick up	reg cab short bed	10	11	3/28/2008	7/1/2018	\$17,411.00		17,411.00	26,543.00		26,543.00		26,543.00												
GY6526	YB184519	2000	Chevrolet	Astro	Mini van	Mini van	10	19	2/22/2008	7/1/2010			-	23,975.00	Critical	23,975.00	23,975.00													
4281GF	KED14173	2018	Ford	F250	Truck	Animal Control Box Truck	5	1	8/16/2018	7/1/2023	\$25,456.00	\$13,540.00	38,996.00	38,996.00							38,996.00									
1572GF	KED00453	2018	Ford	F250	Truck	Parks Maintenance	7	1	8/15/2018	7/1/2025	\$27,471.00		27,471.00	27,471.00									27,471.00							
	N1000488	1992	E one		Fire truck	4 door Fire Truck	20	17					-	-																
GW6249	6ED09960	2006	Ford	F350	3/4 ton pick up	4 door utility	15	13	5/22/2006	7/1/2021	\$55,800.00		55,800.00	55,800.00																
Q293GC	5H140321	2006	FERRARA		Fire Truck	Fire Truck	15	18	1/4/2006	7/1/2021	\$417,322.97		417,322.97	417,322.97					55,800.00											
Orange	E1046322	2014	Husler		trailer	Skid Steer trailer	20	5	7/1/2015	7/1/2035			-	-																
1119GC	DN742764	2013	Nissan	Frontier	1/2 ton Pick up	reg cab	7	6	7/8/2013	7/1/2020	\$19,998.00		19,998.00	23,975.00					23,975.00											
5700GD	GL887289	2016	Nissan	Versa	sedan	sedan	7	3	6/2/2016	7/1/2023	\$12,382.00		12,382.00	18,742.00								18,742.00								
	F0351313	2002	Case	70XT	SSL	Skid Steer	20	17	4/9/2008	7/1/2028	\$16,682.00		16,682.00	16,682.00											16682					
0873GE	JGA99390	2018	Ford	Explorer	suv	suv	8	1	12/15/2017	7/1/2025	\$30,555.46		30,555.46	30,555.46									30,555.46							
4310GF	KKA40420	2019	Ford	Transit	250	3/4 transit cargo	10	1	10/10/2018	7/1/2028	\$27,652.00		27,652.00	27,652.00											32091.27					
															-	-	Est.Total	267,908.00	384,317.72	473,122.97	57,738.00		58,026.46							
															-	-	Total by Year	627,800.72	535,816.00	408,292.72	473,122.97	-	-	-	-	-	-	-	-	-
															-	-	Total # Vehicles	25	3	8	3	8	3	6	4	5	11	5		

[illegible]

Assets Designated for Disposal

Critical Asset

							Kelly Blue Brook	
Asset #	Year	Model	Description	Type	Description	Disposal Year	Trade in	
GW6097	6E158818	2006	Silverado	Chevrolet	reg cab long bed	1/2 ton Pick up	2019	\$1,000
GR2855	SLB51443	1995	F150	Ford	1/2 ton Pick up	reg cab short bed	2019	\$800
GY6492	XL569948	1999	Cherokee	Jeep	SUV	4 x4 suv	2019	\$1,200
GV3224	3Z307564	2003	Chevrolet	Silverado	1/2 ton Pick up	reg cab short bed	2019	\$1,700
GY6428	2E182581	2002	Chevrolet	Silverado	1/2 ton Pick up	extra cab short bed	2019	\$800
GV3324	3Z329141	2003	Chevrolet	Silverado	1/2 ton Pick up	reg cab long bed	2019	\$1,700
GY6521	8ED03978	2008	Ford	F250	3/4 ton pick up	reg cab utility service bed	2019	\$1,500
GR7768	WTM47219	1999	Mazda	B2500	1/2 ton Pick up	reg cab short bed	2019	\$1,000
GV3205	3K108699	2003	Chevrolet	Blazer	Suv	S10	TBA	
GY6525	28187670	2002	Chevrolet	S10	pick up	Pick up with tommy lift gate	2019	\$800
GY6516	3E189828	2003	Chevrolet	Silverado	3500	1 ton long bed with a stake bed	2019	\$1,100
GY6526	YB184519	2000	Chevrolet	Astro	Mini van	Mini van	2019	\$500
0295GC	4ED67303	2004	Ford	F350	Dump Truck	reg cab dump bed	2020	\$10,000
GV3233	4LB11034	2003	Ford	Expedition	SUV	4x4	2020	\$900
GW6172	7EA81531	2007	Ford	F250	3/4 ton pick up	4 door short bed	2020	\$12,000
GI2423	YE211744	2000	Chevrolet	Silverado	1/2 ton Pick up	extra cab short bed	2020	\$1,900
8546GA	9R189619	2009	Chevrolet	Tahoe	suv	4 door suv	2020	\$3,700
GU5783	29143990	2002	Chevrolet	Impala	sedan	4 door sedan	2020	\$1,300
GY6475	9DA77102	2009	Ford	E350	Econoline	1 ton 15 passenger van	2020	\$5,500
GY6512	7NA78607	2007	Ford	F150	1/2 pick up	reg cab long bed	2020	\$5,600
GY6533	8KD60252	2008	Ford	F150	1/2 ton Pick up	reg cab short bed	2020	\$3,100
1119GC	DN742764	2013	Nissan	Frontier	1/2 ton Pick up	reg cab	2020	\$6,500
GW6249	6ED09960	2006	Ford	F350	3/4 ton pick up	4 door utility	2021	becomes a back up
	N1000488	1992	E one		Fire truck	4 door Fire Truck	2021	to be replaced with front line truck
0293GC	5H140321	2006	FERRARA		Fire Truck	Fire Truck	2021	becomes a back up
5700GD	GL887289	2016	Nissan	Versa	sedan	sedan	2023	
4281GF	KED14173	2018	Ford	F250	Truck	Animal Control Box Truck	2023	
1572GF	KED00453	2018	Ford	F250	Truck	Parks Maintenance	2025	
0873GE	JGA99390	2018	Ford	Explorer	suv	suv	2025	
	F0351313	2002	Case	70XT	SSL	Skid Steer	2028	
4310GF	KKA40420	2019	Ford	Transit	250	3/4 transsit cargo	2028	
Orange	E1046322	2014	Husler		trailer	Skid Steer trailer	2035	

Comments:

	First Tab	Column	Explanation
1	Revised	A & B	Changing the date updates the spreadsheet
2	Annual Inflation Rate	M &N	Changing the inflation rate updates the spreadsheet
3	Current Age	H	Calculates the Current Age from the Date Purchased entered in Column I
4	Proj LC Replacement Date	J	Calculates the Proj LC Replacement Date from the Life Cycle Years entered in Column G
5	Total Vehicle Costs	M	Column K + Column L
6	Projected Future Replacement Cost	N	Calculated considering LC, Inflation Rate, and LC