

**AGENDA**  
**REGULAR MEETING OF COUNCIL**  
**May 12, 2020**  
**6:30 PM**

1. ROLL CALL
2. READING OF MINUTES
3. REPORTS & COMMUNICATIONS FROM MAYOR & HEADS OF DEPARTMENTS AND INTERESTED PARTIES AND CITY CLERK'S NOTES
  - 3.A NO BUSINESS AT THIS TIME.
4. CITIZENS PARTICIPATION
5. INTRODUCTION OF ORDINANCES, RESOLUTIONS, APPOINTMENT AND/OR RE-APPOINTMENTS TO BOARDS & COMMISSIONS MOTIONS & REPORTS OF COMMITTEES
  - 5.A MOTIONS.
  - 5.B FOR INTRODUCTION - AN ORDINANCE - AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE DEPARTMENT OF JUSTICE "BA FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM" A GRANT IN THE AMOUNT OF \$64,162 AWARDED TO THE CITY OF SCRANTON POLICE DEPARTMENT TO BE USED FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT TO RESPOND TO, PREVENT, AND PROTECT AGAINST THE SPREAD OF CORONAVIRUS.

[Ordinance-2020 Grant Scranton Police Department BA FY20  
Coronavirus Funding.pdf](#)

- 5.C FOR INTRODUCTION – A RESOLUTION – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN ADDENDUM TO THE COOPERATION AGREEMENT BY AND BETWEEN THE CITY OF SCRANTON (“CITY”) AND THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (“DMVA”) TO FURTHER AMEND THE COOPERATION AGREEMENT TO PERMIT THE SCRANTON POLICE DEPARTMENT’S FORCE ENTRY TACTICAL TEAM TO MOVE ALL EXPLOSIVE ENTRY TRAINING OPERATIONS AND ACTIVITIES TO THE NEW LOCATION DEPICTED IN EXHIBIT A-1 AND CEASE TO USE THE PREVIOUSLY APPROVED AREA OF THE LEACH RANGE PROPERTY LOCATED IN NEWTON TOWNSHIP AND SOUTH ABINGTON TOWNSHIP.

[Resolution-2020 Cooperation Agreement SPD & DMVA Force Entry Tactical Team.pdf](#)

## 6. CONSIDERATION OF ORDINANCES - READING BY TITLE

- 6.A NO BUSINESS AT THIS TIME.

## 7. FINAL READING OF RESOLUTIONS AND ORDINANCES

- 7.A NO BUSINESS AT THIS TIME.

## 8. ADJOURNMENT

FILE OF THE COUNCIL NO. \_\_\_\_\_

2020

AN ORDINANCE

**AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE DEPARTMENT OF JUSTICE "BA FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM" A GRANT IN THE AMOUNT OF \$64,162 AWARDED TO THE CITY OF SCRANTON POLICE DEPARTMENT TO BE USED FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT TO RESPOND TO, PREVENT, AND PROTECT AGAINST THE SPREAD OF CORONAVIRUS.**

WHEREAS, the Scranton Police Department applied for and received a grant from the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program in the amount of \$64,162.00. A copy of the grant application is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the Grant funding will be used to reimburse the Scranton Police Department for equipment and supplies used to prepare for, respond to and prevent the spread of coronavirus. Additionally, Federal funding will be used to purchase services to provide a "deep clean" of the Scranton Police Headquarters in an effort to prevent the spread of the virus among police officers to ensure there is no gap in emergency services available to the public. The City of Scranton will also use funding to purchase a digital roadside sign which will be used to rapidly convey messages to the public regarding coronavirus. Lastly the funding will also be used to cover overtime costs associated with police officers activities related to the prevention of and response to the coronavirus. The City of Scranton will be contributing \$17,732 from the general budget to be used for overtime costs, the deep clean of the police headquarters and the purchase of additional face masks.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and other appropriate City Officials are hereby authorized to accept the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program" Grant in the amount of \$64,162 and to execute the Award Document and disburse the funds to protect against the spread of coronavirus.

SECTION 1. If any section, clause, provision or portion of this Ordinance shall be held invalid or unconstitutional by any Court of competent jurisdiction such decision shall not affect any other section, clause, provision or portion of this Ordinance so long as it remains legally

enforceable minus the invalid portion. The City reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interest of the promotion of the purposes and intent of this Ordinance, and the effective administration thereof.

**SECTION 2.** This Ordinance shall become effective immediately upon approval.

**SECTION 3.** This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law" and any other applicable law arising under the laws of the State of Pennsylvania.

To: City of Scranton Law Department

From: Maggie Perry, Grant Manager

Re: Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program"

Date: May 6, 2020

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Attorney Eskra,

I am requesting legislation be sent to Scranton City Council for the acceptance and execution of the Department of Justice "BA FY20 Coronavirus Emergency Supplemental Funding Program". The Scranton Police Department was awarded \$64, 162 to be used for the purchase of supplies and equipment to respond to, prevent, and protect against the spread of the coronavirus.

Attached are the following documents:

- Cover Sheet for Legislation
- Award Document
- Copy of the Application
- Copy of the Budget Narrative

Once City Council approves this request, I respectfully ask that Mayor Cagnetti sign the attached Award Document on "Page 1", Line 19 and initial all subsequent pages of the document. Once signed please return to me for submission for acceptance to the Department of Justice.

If you have any questions, please feel free to contact me at any time.

Respectfully,

Maggie Perry  
[mamclane@scrantonpa.gov](mailto:mamclane@scrantonpa.gov)  
(570)313-7764

Legislative Cover Sheet – Scranton City Council

What Department is this legislation originating from? Where did the initiative for this legislation originate?

- Scranton Police Department

Summary and Facts of the legislation

- The Scranton Police Department is requesting legislation to accept and execute the Department of Justice “BA FY20 Coronavirus Emergency Supplemental Funding Program” grant award.

Purpose – please include the following in the explanation:

What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish

What are the benefits of doing this/Down-side of doing this

How does this legislation relate to the City’s Vision/Mission/Priorities

- The awarded grant funding will be used to reimburse the Scranton Police Department for equipment and supplies used to prepare for, respond to and prevent the spread of the coronavirus.

Financial Impact – please include the following in the explanation:

Cost (initial and ongoing)

Benefits (initial and ongoing)

- The Scranton Police Department was awarded \$64,162

Funding Sources – please include the following in the explanation:

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

- Not applicable

Priority Status/Deadlines, if any

- High priority, the grant award must be accepted within 30 days of notification. The City of Scranton as notified of award on May 6, 2020.

Legislative Cover Sheet – Scranton City Council

Why should the Council unanimously support this legislation?

- Providing the Police Department the supplies and equipment needed during the current health crisis

Include any other pertinent details and/or relevant information that the Council should be aware of:

- Please feel free to contact Maggie Perry with any further questions, [mamclane@scrantonpa.gov](mailto:mamclane@scrantonpa.gov) ; 570-313-7764

<b>APPLICATION FOR FEDERAL ASSISTANCE</b>		<b>2. DATE SUBMITTED</b>	<b>Applicant Identifier</b>
		April 29, 2020	
<b>1. TYPE OF SUBMISSION</b>		<b>3. DATE RECEIVED BY STATE</b>	<b>State Application Identifier</b>
Application Construction		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	<b>Federal Identifier</b>
<b>5. APPLICANT INFORMATION</b>			
<b>Legal Name</b>		<b>Organizational Unit</b>	
City of Scranton		City of Scranton	
<b>Address</b>		Name and telephone number of the person to be contacted on matters involving this application	
340 N. Washington Avenue Scranton, Pennsylvania 18503-1582		Perry, Maggie (570) 558-8335	
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN)</b>		<b>7. TYPE OF APPLICANT</b>	
24-6000704		Municipal	
<b>8. TYPE OF APPLICATION</b>		<b>9. NAME OF FEDERAL AGENCY</b>	
New		Bureau of Justice Assistance	
<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE</b>		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT</b>	
NUMBER: 16.034 CFDA Coronavirus Emergency Supplemental Funding TITLE: Program		City of Scranton's Preparation, Prevention and Response to the coronavirus	
<b>12. AREAS AFFECTED BY PROJECT</b>			
Scranton, PA			
<b>13. PROPOSED PROJECT</b>			
Start Date:		June 01, 2020	
End Date:		May 31, 2021	
<b>14. CONGRESSIONAL DISTRICTS OF</b>			
a. Applicant		PA17	
b. Project			
<b>15. ESTIMATED FUNDING</b>			
<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER</b>			

EXHIBIT  
"A"

Federal	\$64,162	12372 PROCESS?
Applicant	\$17,732	Program has not been selected by state for review
State	\$0	
Local	\$0	
Other	\$0	
Program Income	\$0	
TOTAL	\$81,894	N

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

N

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.

Close Window

Coronavirus Emergency Supplemental Funding Program  
City of Scranton  
Budget Narrative

The City of Scranton is requesting \$64,162 in funding from the Department of Justice to be used to purchase supplies, equipment, services and assist with overtime costs for the Scranton Police Department to prevent and respond to the coronavirus outbreak. The supplies to be purchased include PPE face masks, gloves, goggles and face shields as well as hand sanitizer, cleaning supplies and thermometers. Additionally, Federal funding will be used to purchase the services to provide a “deep clean” of Scranton Police Headquarters in an effort to prevent the spread of the virus among police officers to ensure there is no gap in emergency services available to the public. The City of Scranton will also use funding to purchase a digital roadside sign which will be used to rapidly convey messages to the public regarding coronavirus. Lastly funding will be used to cover overtime costs associated with police officer activities related to the prevention of and response to the coronavirus. The total of overtime is based on the amount of overtime needed thus far in relation to coronavirus related activities for law enforcement.

The City of Scranton will be contributing \$17,732 from the general budget to be used for overtime costs, the deep clean of police headquarters and the purchase of additional face masks.



Department of Justice (DOJ)  
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

May 5, 2020

Mayor Paige Cagnetti  
City of Scranton  
340 N. Washington Avenue  
Scranton, PA 18503-1582

Dear Mayor Cagnetti:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), has approved the application by City of Scranton for an award under the OJP funding opportunity entitled "BJA FY 20 Coronavirus Emergency Supplemental Funding Program." The approved award amount is \$64,162. These funds are for the project entitled Scranton's Preparation, Prevention and Response to the Coronavirus.

The award document, including award conditions, is enclosed. The entire document is to be reviewed carefully before any decision to accept the award. Also, the webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](http://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)) is to be consulted prior to an acceptance. Through that "Legal Notices" webpage, OJP sets out -- by funding opportunity -- certain special circumstances that may or will affect the applicability of one or more award requirements. Any such legal notice pertaining to award requirements that is posted through that webpage is incorporated by reference into the award.

Please note that award requirements include not only award conditions, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. Because these requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds), it is vital that all key staff know the award requirements, and receive the award conditions and the assurances and certifications, as well as the application as approved by OJP. (Information on all pertinent award requirements also must be provided to any subrecipient of the award.)

Should City of Scranton accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Please direct questions regarding this award as follows:

- For program questions, contact Patrick Fines, Program Manager at (202) 598-7516; and
- For financial questions, contact the Customer Service Center of OJP's Office of the Chief Financial Officer at (800) 458-0786, or at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

We look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Katharine T. Sullivan".

Katharine T. Sullivan  
Principal Deputy Assistant Attorney General

Encl.



Department of Justice (DOJ)  
Office of Justice Programs  
Office of Civil Rights

Washington, DC 20531

May 5, 2020

Mayor Paige Cognetti  
City of Scranton  
340 N. Washington Avenue  
Scranton, PA 18503-1582

Dear Mayor Cognetti:

Congratulations on your recent award. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, require recipients of federal financial assistance to give assurances that they will comply with those laws. In addition to those civil rights laws, many grant program statutes contain nondiscrimination provisions that require compliance with them as a condition of receiving federal financial assistance. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with OJP and other DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a non-discriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5). Please submit information about any adverse finding to the OCR at the above address.

We at the OCR are available to help you and your organization meet the civil rights requirements that are associated with OJP and other DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to let us know.

Sincerely,

Michael L. Alston  
Director

cc: Grant Manager  
Financial Analyst



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

Grant

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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Scranton 340 N. Washington Avenue Scranton, PA 18503-1582		4. AWARD NUMBER: 2020-VD-BX-0340	
		5. PROJECT PERIOD: FROM 01/20/2020 TO 01/31/2022 BUDGET PERIOD: FROM 01/20/2020 TO 01/31/2022	
2a. GRANTEE IRS/VENDOR NO. 246000705		6. AWARD DATE 05/05/2020	7. ACTION Initial
2b. GRANTEE DUNS NO. 060497856		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE Scranton's Preparation, Prevention and Response to the Coronavirus		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 64,162	
		11. TOTAL AWARD \$ 64,162	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.034 - Coronavirus Emergency Supplemental Funding Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Paige Cognetti Mayor	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B VD 80 00 00 64162		21. VVDUGT0368	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Grant**

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PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

**Limited Exceptions.** In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](http://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
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PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

*SPECIAL CONDITIONS*

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

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PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

*SPECIAL CONDITIONS*

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

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PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

*SPECIAL CONDITIONS*

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

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PROJECT NUMBER 2020-VD-BX-0340

AWARD DATE 05/05/2020

*SPECIAL CONDITIONS*

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or



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any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



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13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or -subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



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14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



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19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



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24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020) The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. Signing Authority

This award must be signed by an authorized official of the applicant State, local, or tribal government, on behalf of that applicant State, unit of local government, or Tribe, unless the applicant designates an organizational unit to apply on its behalf. For example, if designated by a unit of local government, a Police Department or Sheriff's Office (or similar agency) may apply on behalf of the applicant jurisdiction, as long as the department, office, or agency is listed as the organizational unit on the SF-424. In that case, the head of the designated organizational unit (such as a Police Chief or Sheriff) may sign the award. Documentation of the designation by the appropriate governing body must be retained by the grant recipient.

32. The "Emergency Appropriations for Coronavirus Health Response and Agency Operations" law (Public Law 116-136) includes definitions, reporting requirements, and certain other provisions that apply (whether in whole or in part) to this award. In addition, consistent with the CESF Program's purposes, which involve preparing for, preventing, and responding to the coronavirus national emergency, OJP will provide notice of any additional CESF program-specific grants administrative requirements on an award page, accessible at <https://www.ojp.gov/funding/explore/CESF-program-specific-condition>, that is incorporated by reference here.



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33. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

34. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

35. Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

36. Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

37. Justice Information Sharing

Recipients are encouraged to comply any information-sharing projects funded under this award with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) is encouraged to conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information.

38. Avoidance of duplication of networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity.



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39. Compliance with National Environmental Policy Act and related statutes

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient. Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA. The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are: a. New construction; b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places; c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories. The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at [https:// bja.gov/ Funding/ nepa.html](https://bja.gov/Funding/nepa.html), for programs relating to methamphetamine laboratory operations. Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

40. Establishment of interest-bearing account

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish an interest-bearing account dedicated specifically to this award. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The award funds, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Coronavirus Emergency Supplemental Funding (CESF) program. The recipient also agrees to obligate the award funds in the account (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

41. Expenditures requiring prior approval

No funds under this award may be expended on individual items costing \$500,000 or more, or to purchase Unmanned Aerial Systems (UAS), Unmanned Aircraft (UA), and/or Unmanned Aerial Vehicles (UAV) without prior written approval from BJA. Prior approval must be obtained post-award, through the submission and approval of a Grant Adjustment Notice (GAN) through OJP's Grant Management System (GMS).



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42. Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after January 20, 2020

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (January 20, 2020), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum-- (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via a Grant Adjustment Notice). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Nothing in this condition shall be understood to authorize the recipient (or any subrecipient at any tier) to use award funds to "supplant" State or local funds.

43. Use of funds for DNA testing; upload of DNA profiles

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS.

44. Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and is listed on the NIJ Compliant Body Armor Model List (<https://nij.gov/topics/technology/body-armor/Pages/compliant-ballistic-armor.aspx>). In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information can be found here: <https://nij.gov/topics/technology/body-armor/pages/safety-initiative.aspx>.



Department of Justice (DOJ)  
Office of Justice Programs  
*Bureau of Justice Assistance*

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Washington, D.C. 20531

**Memorandum To:** Official Grant File  
**From:** Orbin Terry, NEPA Coordinator  
**Subject:** Categorical Exclusion for City of Scranton

The Coronavirus Emergency Supplemental Funding (CESF) Program allows eligible states, local units of government, and tribes to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.

All recipients of CESF funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a sub-grantee or third party.

BJA's expectation is that none of the following activities will be conducted whether under this federal award or a related third party action:

- (1) New construction
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species
- (3) A renovation that will change the basic prior use of a facility or significantly change its size
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment
- (5) Implementation of a program involving the use of chemicals (including the identification, seizure, or closure of clandestine methamphetamine laboratories) other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

If, however, award funds are proposed to be used for any of the enumerated projects or activities above, grant recipients must contact their grant manager, and receive written approval prior to commencing that project or activity.

Questions about this determination may be directed to your grant manager or Orbin Terry, Environmental Coordinator for BJA.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Grant**

PROJECT NUMBER

2020-VD-BX-0340

PAGE 1 OF 1

This project is supported under FY20(BJA - CESF) Pub. L. No. 116-136, Div. B; 28 U.S.C. 530C

1. STAFF CONTACT (Name & telephone number)

Patrick Fines  
(202) 598-7516

2. PROJECT DIRECTOR (Name, address & telephone number)

Maggie Perry  
Grant Administrator  
340 N. Washington Ave  
Scranton, PA 18503-1582  
(570) 558-8335

3a. TITLE OF THE PROGRAM

BJA FY 20 Coronavirus Emergency Supplemental Funding Program

3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

4. TITLE OF PROJECT

Scranton's Preparation, Prevention and Response to the Coronavirus

5. NAME & ADDRESS OF GRANTEE

City of Scranton  
340 N. Washington Avenue  
Scranton, PA 18503-1582

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 01/20/2020 TO: 01/31/2022

8. BUDGET PERIOD

FROM: 01/20/2020 TO: 01/31/2022

9. AMOUNT OF AWARD

\$ 64,162

10. DATE OF AWARD

05/05/2020

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Coronavirus Emergency Supplemental Funding (CESF) Program allows States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments to support a broad range of activities to prevent, prepare for, and respond to the coronavirus. Funded projects or initiatives may include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers. NCA/NCF



DEPARTMENT OF LAW

P E N N S Y L V A N I A CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 8, 2020

To the Honorable Council  
Of the City of Scranton  
Municipal Building  
Scranton, PA 18503

RECEIVED

MAY - 8 2020

OFFICE OF CITY  
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT THE DEPARTMENT OF JUSTICE "BA FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM" A GRANT IN THE AMOUNT OF \$64,162 AWARDED TO THE CITY OF SCRANTON POLICE DEPARTMENT TO BE USED FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT TO RESPOND TO, PREVENT, AND PROTECT AGAINST THE SPREAD OF CORONAVIRUS.

Respectfully,

*Jessica Eskra (S)*

Jessica L. Eskra, Esquire  
City Solicitor

JLE/sl

RESOLUTION NO. \_\_\_\_\_

2020

**AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN ADDENDUM TO THE COOPERATION AGREEMENT BY AND BETWEEN THE CITY OF SCRANTON ("CITY") AND THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS ("DMVA") TO FURTHER AMEND THE COOPERATION AGREEMENT TO PERMIT THE SCRANTON POLICE DEPARTMENT'S FORCE ENTRY TACTICAL TEAM TO MOVE ALL EXPLOSIVE ENTRY TRAINING OPERATIONS AND ACTIVITIES TO THE NEW LOCATION DEPICTED IN EXHIBIT A-1 AND CEASE TO USE THE PREVIOUSLY APPROVED AREA OF THE LEACH RANGE PROPERTY LOCATED IN NEWTON TOWNSHIP AND SOUTH ABINGTON TOWNSHIP.**

WHEREAS, the City and DMVA entered into a Cooperation Agreement dated June 14, 2005 to document and set forth the terms and conditions of the City's lease and use of the premises known and referred to as the Leach Range; and

WHEREAS, on September 30, 2014 the City and DMVA entered into an Addendum to the Cooperation Agreement which modified the Agreement to clarify safety regulations, policies; and procedural standards regarding installation of an on-site enclosed firing range; and

WHEREAS, on February 8, 2018 the City and DMVA entered into an Addendum to the Cooperation Agreement to allow the Scranton Police Department's Force Entry Tactical Team to conduct explosive entry training at a specific location on the premises. A copy of the Addendum is attached hereto as Exhibit "A" and incorporated herein by reference hereto.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON** that the Mayor and other appropriate City officials are authorized to execute and enter into an Addendum to the Cooperation Agreement by and between the City of Scranton ("City") and the Department of Military and Veterans Affairs ("DMVA") to further Amend the Cooperation Agreement to permit the Scranton Police Department's Force Entry Tactical Team to move all explosive entry training operations and activities to the new location and cease to use the previously approved area of the Leach Range Property located in Newton Township and South Abington Township.

**SECTION 1.** If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect

any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

**SECTION 2.** This Resolution shall become effective immediately upon approval.

**SECTION 3.** This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

**THIRD ADDENDUM TO**  
**COOPERATION AGREEMENT**

THIS THIRD ADDENDUM, made this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between: CITY OF SCRANTON (hereinafter referred to as "CITY"), DEPARTMENT OF MILITARY AND VETERANS AFFAIRS (hereinafter referred to as "DMVA") to the COOPERATION AGREEMENT herein after referred to as ("AGREEMENT").

**WITNESSETH:**

WHEREAS, CITY and DMVA are parties to the Agreement that was executed on June 14, 2005

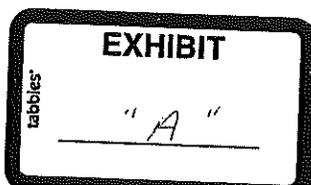
WHEREAS, said Agreement provided the terms and conditions of City's lease and use of the premises describes therein, commonly known and referred to as Leach Range;

WHEREAS, said agreement was modified to clarify safety regulations, policies and procedural standards regarding the installation of an on-site enclosed firing range in an addendum that was executed on September 30, 2014 ("First Addendum");

WHEREAS, said agreement was further modified to permit the Scranton Police Department's Entry Tactile Team to conduct explosive entry training at a specific location on the premises in an addendum that was executed on February 09, 2018 ("Second Addendum");

WHEREAS, CITY and DMVA wish to further amend the aforementioned Agreement;

NOW THEREFORE, in consideration of the mutual covenants contained in the Agreement and other good and valuable consideration, the parties hereto intending to be legally bound, hereby agree that the following language will be added to the Agreement:



**1. TRAINING LOCATION:** The Scranton Police Department's Force Entry Tactical Team will move all explosive entry training operations and activities to the new location depicted in Exhibit A-1 and cease to use the previously approved area of the Leach Range property located in Newton Township and South Abington Township, subject to and in accordance with all previously agreed to rules, regulations and safety policies.

**2. SOIL TESTING AND REMEDIATION**

a. On February 13, 2020 a soil sampling was taken at two locations within the new area to be utilized for explosive breach training and professionally tested for the base chemicals that make up the explosives that are to be utilized at the range to establish a current chemical benchmark level. The testing results are included as Exhibit B-1, attached hereto and made a part hereof. Upon termination or expiration of the Agreement, the areas at the site will be retested for the same chemicals to determine if there has been any leakage into the underlying soil during the term of the Agreement. If a measurable increase is determined to have occurred, DMVA, in its sole discretion, may require the City to properly remediate and return the site to either the original benchmark level or a level considered environmentally safe and acceptable by DMVA.

**3. TERM**

a. The term of the Agreement shall be for five (5) years with an automatic renewal to occur every five (5) years thereafter unless terminated by written notice of either party hereto six (6) months prior to the date of expiration.

**4. CONDITIONS**

a. Conditions All other terms and conditions of the Agreement not modified by this Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this addendum this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Attest:

CITY OF SCRANTON

\_\_\_\_\_  
Title: City Clerk

\_\_\_\_\_  
Title: Mayor

\_\_\_\_\_  
Title: City Solicitor

\_\_\_\_\_  
Title: City Controller

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS**

\_\_\_\_\_  
Title: Deputy, Facilities and  
Engineering and Secretary  
State Armory Board

\_\_\_\_\_  
Title: The Adjutant General

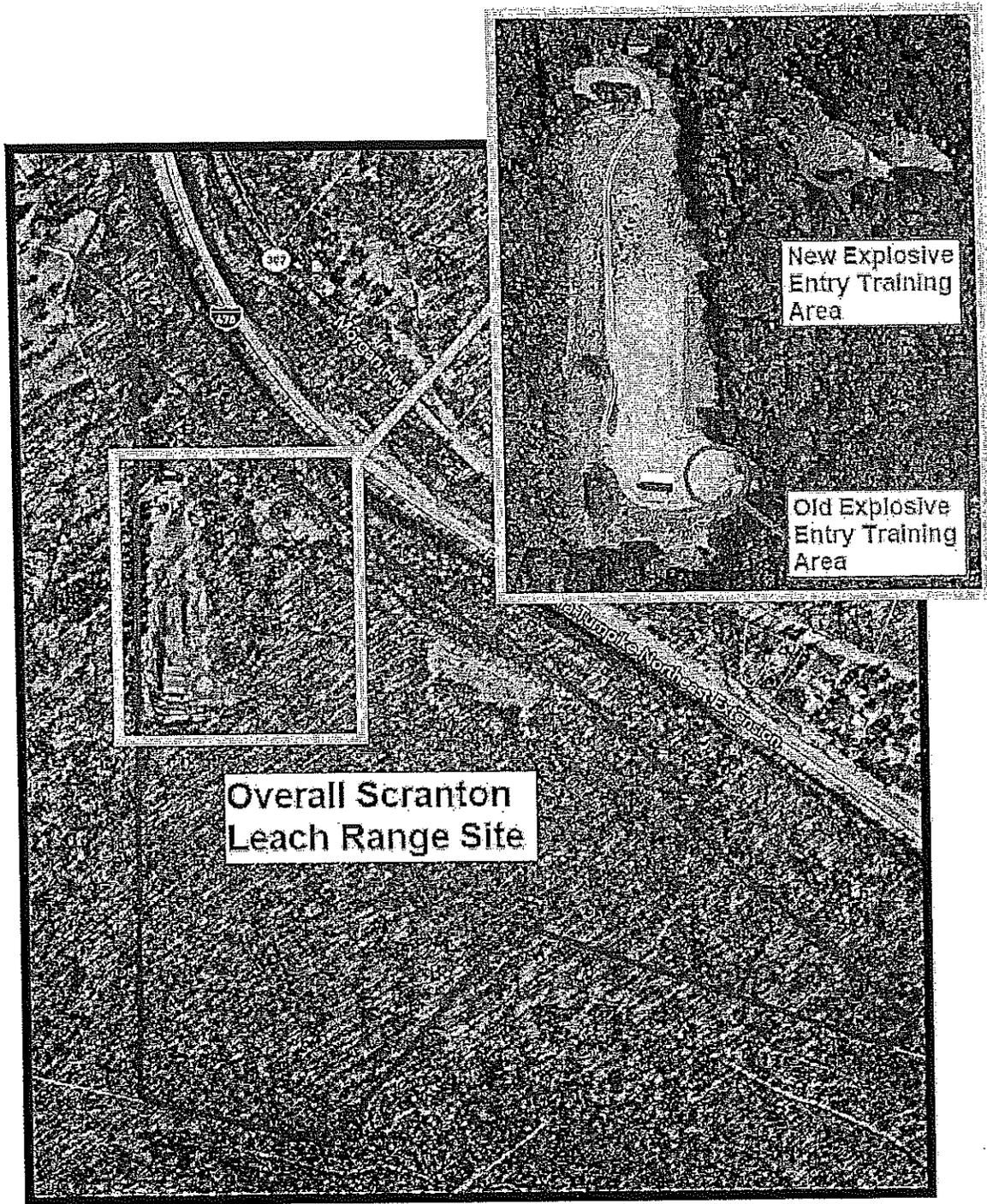
**Approved as to form and legality:**

\_\_\_\_\_  
Title: Chief Counsel, DMVA

\_\_\_\_\_  
Office of General Counsel

\_\_\_\_\_  
(Deputy) Attorney General

EXHIBIT A-1



**EXHIBIT B-1**

**SOIL TESTING RESULTS**



February 27, 2020

Mr. Tom Marrs  
DMVA State Armory Board  
Environmental Division  
BLDG 0-11 Fort Indiantown Gap  
Anville, PA 17003

### Certificate of Analysis

Project Name:	City of Scranton-Leach Range	Workorder:	3086620
Purchase Order:	Paid \$360.00 cc	Workorder ID:	City of Scranton-Leach Range

Dear Mr. Marrs:

Enclosed are the analytical results for samples received by the laboratory on Thursday, February 13, 2020.

The ALS Environmental laboratory in Middletown, Pennsylvania is a National Environmental Laboratory Accreditation Program (NELAP) accredited laboratory and as such, certifies that all applicable test results meet the requirements of NELAP.

If you have any questions regarding this certificate of analysis, please contact Jessica Lee Smith (Project Coordinator) at (717) 944-5541.

Analyses were performed according to our laboratory's NELAP-approved quality assurance program and any applicable state requirements. The test results meet requirements of the current NELAP standards or state requirements, where applicable. For a specific list of accredited analytes, refer to the certifications section of the ALS website at [www.alsglobal.com/en/Our-Services/Life-Sciences/Environmental/Downloads](http://www.alsglobal.com/en/Our-Services/Life-Sciences/Environmental/Downloads).

This laboratory report may not be reproduced, except in full, without the written approval of ALS Environmental.

ALS Spring City: 10 Riverside Drive, Spring City, PA 19475 610-948-4903

CC: Capt. Dennis Lukasewicz

Jessica Lee Smith  
Project Coordinator

*This page is included as part of the Analytical Report and must be retained as a permanent record thereof.*

#### ALS Environmental Laboratory Locations Across North America

Canada: Burlington · Calgary · Centre of Excellence · Edmonton · Fort McMurray · Fort St. John · Grande Prairie · London · Mississauga · Richmond Hill · Saskatoon · Thunder Bay  
Vancouver Waterloo · Winnipeg · Yellowknife United States: Cincinnati · Everett · Fort Collins · Holland · Houston · Middletown · Salt Lake City · Spring City · York Mexico: Monterrey



**SAMPLE SUMMARY**

Workorder: 3086620 City of Scranton-Leach Range

Lab ID	Sample ID	Matrix	Date Collected	Date Received	Collected By
3086620001	Sample 1 Leach	Solid	2/13/2020 10:45	2/13/2020 15:55	Mr. Tom Marrs
3086620002	Sample 2 Leach	Solid	2/13/2020 10:50	2/13/2020 15:55	Mr. Tom Marrs

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**SAMPLE SUMMARY**

Workorder: 3086620 City of Scranton-Leach Range

**Notes**

- Samples collected by ALS personnel are done so in accordance with the procedures set forth in the ALS Field Sampling Plan (20 - Field Services Sampling Plan).
- All Waste Water analyses comply with methodology requirements of 40 CFR Part 136.
- All Drinking Water analyses comply with methodology requirements of 40 CFR Part 141.
- Unless otherwise noted, all quantitative results for soils are reported on a dry weight basis.
- The Chain of Custody document is included as part of this report.
- All Library Search analytes should be regarded as tentative identifications based on the presumptive evidence of the mass spectra. Concentrations reported are estimated values.
- Parameters identified as "analyze immediately" require analysis within 15 minutes of collection. Any "analyze immediately" parameters not listed under the header "Field Parameters" are preformed in the laboratory and are therefore analyzed out of hold time.
- Method references listed on this report beginning with the prefix "S" followed by a method number (such as S2310B-97) refer to methods from "Standard Methods for the Examination of Water and Wastewater".
- For microbiological analyses, the "Prepared" value is the date/time into the incubator and the "Analyzed" value is the date/time out the incubator.
- An Analysis-Prep Method Cross Reference Table is included after Analytical Results & Qualifiers section in this report.

**Standard Acronyms/Flags**

- J Indicates an estimated value between the Method Detection Limit (MDL) and the Practical Quantitation Limit (PQL) for the analyte
- U Indicates that the analyte was Not Detected (ND)
- N Indicates presumptive evidence of the presence of a compound
- MDL Method Detection Limit
- PQL Practical Quantitation Limit
- RDL Reporting Detection Limit
- ND Not Detected - indicates that the analyte was Not Detected at the RDL
- Cntr Analysis was performed using this container
- RegLmt Regulatory Limit
- LCS Laboratory Control Sample
- MS Matrix Spike
- MSD Matrix Spike Duplicate
- DUP Sample Duplicate
- %Rec Percent Recovery
- RPD Relative Percent Difference
- LOD DoD Limit of Detection
- LOQ DoD Limit of Quantitation
- DL DoD Detection Limit
- ! Indicates reported value is greater than or equal to the Method Detection Limit (MDL) but less than the Report Detection Limit (RDL)
- (S) Surrogate Compound
- NC Not Calculated
- \* Result outside of QC limits

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ANALYTICAL RESULTS

Workorder: 3086620 City of Scranton-Leach Range

Lab ID: 3086620001
Sample ID: Sample 1 Leach

Date Collected: 2/13/2020 10:45 Matrix: Solid
Date Received: 2/13/2020 15:55

Table with columns: Parameters, Results, Flag, Units, RDL, Method, Prepared, By, Analyzed, By, Cntr. Includes sections for ENERGETICS and WET CHEMISTRY.

Handwritten signature of Jessica Lee Smith

Jessica Lee Smith
Project Coordinator

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ANALYTICAL RESULTS

Workorder: 3086620 City of Scranton-Leach Range

Lab ID: 3086620002
Sample ID: Sample 2 Leach

Date Collected: 2/13/2020 10:50 Matrix: Solid
Date Received: 2/13/2020 15:55

Table with columns: Parameters, Results, Flag, Units, RDL, Method, Prepared, By, Analyzed, By, Cntr. Includes sections for ENERGETICS, Surrogate Recoveries, and WET CHEMISTRY.

Handwritten signature of Jessica Lee Smith

Jessica Lee Smith
Project Coordinator

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**ANALYTICAL RESULTS**

Workorder: 3086620 City of Scranton-Leach Range

**PARAMETER QUALIFIERS**

Lab ID	#	Sample ID	Analytical Method	Analyte
3086620001	1	Sample 1 Leach	S2540G-11	Total Solids
Analyte was analyzed past the 7 day holding time.				
3086620002	1	Sample 2 Leach	S2540G-11	Total Solids
Analyte was analyzed past the 7 day holding time.				

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Vancouver Waterloo · Winnipeg · Yellowknife United States: Cincinnati · Everett · Fort Collins · Holland · Houston · Middletown · Salt Lake City · Spring City · York Mexico: Monterrey



**ANALYSIS - PREP METHOD CROSS REFERENCE TABLE**

Workorder: 3086620 City of Scranton-Leach Range

Lab ID	Sample ID	Analysis Method	Prep Method
3086620001	Sample 1 Leach	S2540G-11	
3086620001	Sample 1 Leach	SW846 8330B	SW846 8330B
3086620002	Sample 2 Leach	S2540G-11	
3086620002	Sample 2 Leach	SW846 8330B	SW846 8330B

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Vancouver Waterloo · Winnipeg · Yellowknife United States: Cincinnati · Everett · Fort Collins · Holland · Houston · Middletown · Salt Lake City · Spring City · York Mexico: Monterrey





301 Fulling Mill Road  
Middletown, PA 17057  
P: (717) 944-5541  
F: (717) 944-1430

# Condition of Sample Receipt Form

Client: City of SCRANTON Work Order #: 3061620 Initials: CS Date: 2-13

1. Were airbills / tracking numbers present and recorded?.....	<u>NONE</u>	YES	NO
Tracking number: _____			
2. Are Custody Seals on shipping containers intact?.....	<u>NONE</u>	YES	NO
3. Are Custody Seals on sample containers intact?.....	<u>NONE</u>	YES	NO
4. Is there a COC (Chain-of-Custody) present?.....	<u>YES</u>	YES	NO
5. Are the COC and bottle labels complete, legible and in agreement?.....	<u>YES</u>	YES	NO
5a. Does the COC contain sample locations?.....	<u>YES</u>	YES	NO
5b. Does the COC contain date and time of sample collection for all samples?.....	<u>YES</u>	YES	NO
5c. Does the COC contain sample collector's name?.....	<u>YES</u>	YES	NO
5d. Does the COC note the type(s) of preservation for all bottles?.....	<u>YES</u>	YES	NO
5e. Does the COC note the number of bottles submitted for each sample?.....	<u>YES</u>	YES	NO
5f. Does the COC note the type of sample, composite or grab?.....	<u>YES</u>	YES	NO
5g. Does the COC note the matrix of the sample(s)?.....	<u>YES</u>	YES	NO
6. Are all aqueous samples requiring preservation preserved correctly?.....	<u>N/A</u>	YES	NO
7. Were all samples placed in the proper containers for the requested analyses, with sufficient volume?.....	<u>YES</u>	YES	NO
8. Are all samples within holding times for the requested analyses?.....	<u>YES</u>	YES	NO
9. Were all sample containers received intact and headspace free when required? (not broken, leaking, frozen, etc.).....	<u>YES</u>	YES	NO
10. Did we receive trip blanks (applies only for methods EPA 504, EPA 524.2 and 1631E (LL Hg)?.....	<u>N/A</u>	YES	NO
11. Were the samples received on ice?.....	<u>YES</u>	YES	NO
12. Were sample temperatures measured at 0.0-6.0°C.....	<u>YES</u>	YES	<u>NO</u>
13. Are the samples DW matrix? If YES, fill out Reportable Drinking Water questions below.....		YES	<u>NO</u>
13a. Are the samples required for SDWA compliance reporting?.....	<u>N/A</u>	YES	NO
13b. Did the client provide a SDWA PWS ID#?.....	<u>N/A</u>	YES	NO
13c. Are all aqueous unpreserved SDWA samples pH 5-9?.....	<u>N/A</u>	YES	NO
13d. Did the client provide the SDWA sample location ID/Description?.....	<u>N/A</u>	YES	NO
13e. Did the client provide the SDWA sample type (D, E, R, C, P, S)?.....	<u>N/A</u>	YES	NO

Cooler #: \_\_\_\_\_  
 Temperature (°C): 5  
 Thermometer ID: 441  
 Radiological (µCi): \_\_\_\_\_

COMMENTS (Required for all NO responses above and any sample non-conformance):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Final determination of correct preservation for analysis such as volatiles, microbiology, and oil and grease is made in the analytical department at the time of or following the analysis. Rev.1/20/2020.



DEPARTMENT OF LAW

P E N N S Y L V A N I A

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

May 8, 2020

To the Honorable Council  
Of the City of Scranton  
Municipal Building  
Scranton, PA 18503

RECEIVED  
MAY - 8 2020

OFFICE OF CITY  
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO AN ADDENDUM TO THE COOPERATION AGREEMENT BY AND BETWEEN THE CITY OF SCRANTON ("CITY") AND THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS ("DMVA") TO FURTHER AMEND THE COOPERATION AGREEMENT TO PERMIT THE SCRANTON POLICE DEPARTMENT'S FORCE ENTRY TACTICAL TEAM TO MOVE ALL EXPLOSIVE ENTRY TRAINING OPERATIONS AND ACTIVITIES TO THE NEW LOCATION DEPICTED IN EXHIBIT A-1 AND CEASE TO USE THE PREVIOUSLY APPROVED AREA OF THE LEACH RANGE PROPERTY LOCATED IN NEWTON TOWNSHIP AND SOUTH ABINGTON TOWNSHIP.

Respectfully,

*Jessica Eskra Esq.*  
Jessica L. Eskra, Esquire  
City Solicitor

JLE/sl