BOARD OF COUNTY COMMISSIONER'S MEETING

Monday, May 6th, 2024

224 Seminary Street

Kenansville, N.C. 28349

The Duplin County Board of Commissioners met at 6:00 p.m. on Monday, May 6th, 2024 in the Commissioners Room located at 224 Seminary Street, Kenansville, N.C.

Present: Commissioners: Dexter Edwards; Elwood Garner; Jesse L. Dowe, III; Wayne Branch; and Justin Edwards.

Also Present: Bryan Miller, County Manager; Carrie Shields, Assistant County Manager; Tim Wilson, County Attorney; Jaime W. Carr, Clerk to the Board and Jasmine Savage, Administrative Liaison.

Call to Order

The meeting was called to order by Chairman D. Edwards.

Invocation and Pledge of Allegiance

Invocation was given by Reverend A.J Connors, Mayor for the Town of Warsaw. Mayor Connors then led those in attendance in the pledge of allegiance to the flag of the United States of America.

Approval of the Meeting Agenda

Chairman Edwards asked if the members of the Board approved the proposed meeting agenda, and if any Board Member, County Manager, Assistant County Manager, or Clerk to the Board wished to make any changes or additions to the agenda. Chairman Edwards added a closed session for Legal Matters pursuant to NCGS § 143-318.11(a)(3) and Personnel Matters pursuant to NCGS § 143-318.11(a)(6). Bryan Miller, County Manager, requested to remove the item that awards the bid for Duplin County Drinking Water Systems Asset Inventory and Assessment Project.

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously, to approve the meeting agenda with the addition made by the Chairman and the removal of an item by the County Manager.

Approval of the Minutes – Governing Body

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve the minutes of the April 15th, 2024 Board of Commissioners meeting as presented.

Motion was made by Commissioner Branch, seconded by Commissioner J. Edwards, carried unanimously to approve the minutes of the April 16th, 2024 Board of Commissioners joint meeting with James Sprunt Community College Board of Trustees as presented.

REGULAR MEETING AGENDA

CONSENT AGENDA

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously to approve the consent agenda which consists of Budget Amendments Journal Entry Proof; Tax and Solid Waste Releases - #21856 - #21890; Corrected Tax and Solid Waste Release # 21829; Reappoint Brenda Upchurch to the Eastern Carolina Workforce Development Board for a Two-Year Term – Beginning July 1st, 2024 and Ending June 30th, 2026; Adopt a Resolution in Support of the Realignment of the Intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road) in Duplin County and Authorize Chairman to Sign; Schedule a Public Hearing for Monday, May 20th, 2024 at 6:00pm to Discuss a Proposed Economic Development Performance and Incentive Agreement for Project Pear; Reappoint Kenneth Smith, Dean Lee, and Glenn Cavenaugh to the Duplin County Economic Development Commission for a Three (3) Year Term Beginning July 1st, 2024 and ending June 30th, 2027; Four County REDLG Detention Center Loan Process Approval and Authorize County Manager to Sign any Associated Documents; Adopt a Resolution of Support for the Atlantic Telephone Membership Cooperative Efforts to Increase Availability of High-Speed Internet in Underserved Portions of Duplin County and Authorize the Chairman to Sign; Approve Tek84 as a Sole Source for an Exception to the Formal Bidding Requirements; Accept the Following American Rescue Plan Act (ARPA) Funding for Water Department and Authorize Chairman to Sign the Associated Documents for the following Water Districts: Albertson Water & Sewer District - $339,088; Duplin County - $249,000; Duplin County Water District B - $386,544; Duplin County Water District D - $400,000; Duplin County Water District E - $398,504; Duplin County Water District F - $396,856; Duplin County Water District G - $351,976.

ITEMS TO BE MADE PART OF MINUTES

Administrative Budget Amendment Journal Entry Report

AGENDA

Public Comments

No public comments.

End Public Comments

Chairman Edwards received road concerns from members of the Board and the public on behalf of the North Carolina Department of Transportation. Commissioner Dowe stated that the driveways at 1111 S NC 50 Hwy and 1119 S NC 50 Hwy, Magnolia, NC, have a negative bank curve.

Melissa Kennedy, E911 Addressing Project Coordinator, appeared before the Board to conduct a public hearing regarding a request from Richard Padrick to name a lane in the 700 block of N NC 111, Pink Hill, NC, Smith Township; South Gum Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Chairman Edwards opened the public hearing.

No public comments.

Chairman Edwards closed the public hearing.

Motion was made by Commissioner Garner, seconded by Commissioner Dowe, carried unanimously to approve the request from Richard Padrick to name a lane in the 700 block of N NC 111, Pink Hill, NC, Smith Township; South Gum Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Melissa Kennedy, E911 Addressing Project Coordinator, appeared before the Board to conduct a public hearing regarding a request from Abigail Borja Santibanez to name a lane in the 3100 Block of S NC 903 Hwy, Magnolia, NC, Magnolia Township; Ava Rose Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Chairman Edwards opened the public hearing.

No public comments.

Chairman Edwards closed the public hearing.

Motion was made by Commissioner Branch, seconded by Commissioner Dowe, carried unanimously to approve the request from Abigail Borja Santibanez to name a lane in the 3100 Block of S NC 903 Hwy, Magnolia, NC, Magnolia Township; Ava Rose Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Melissa Kennedy, E911 Addressing Project Coordinator, appeared before the Board to conduct a public hearing regarding a request from Santos Garcia Castro to name a lane at 220 Hamilton Road, Magnolia, NC, Magnolia Township; Familia Garcia Lane in accordance with the Duplin County Addressing & Road Naming Ordinance.

Chairman Edwards opened the public hearing.

No public comments.

Chairman Edwards closed the public hearing.

Motion was made by Commissioner Branch, seconded by Commissioner Dowe, carried unanimously to approve the request from Santos Garcia Castro to name a lane at 220 Hamilton Road, Magnolia, NC, Magnolia Township; Familia Garcia Lane in accordance with the Duplin County Addressing & Road Naming Ordinance

Melisa Brown, Senior Services Director, appeared before the Board to present the 2024 Duplin Governor Volunteer Service Awards to the following people: Mr. James Preston Brown, Jr.; Mr. Issac Leroy Dewitt; Mrs. Donna Sessoms Grubbs; and Faison Sea Scout Ship 55. The Governor's Volunteer Service award honors people who have shown concern and compassion for their neighbors by making a significant contribution in their community through volunteer service. The awards program, created by the Office of the Governor in 1979, recognizes North Carolina's most dedicated volunteers. Melisa S. Brown, Duplin Award Coordinator, read a short narrative for each recipient.

Bryan Miller, County Manager, appeared before the Board to request to award the bid to NV5 for the Commissioning of Building Mechanical, Electrical, and Plumbing (MEP) Systems for the new Duplin County Detention Center Facility in the amount of $54,000 with an additional $2,400 per additional visit. NV5 will perform commissioning of all building HVAC, domestic hot water, and lighting controls included in the proposed project. The Commissioning scope shall include all activities described in Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC).

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to award the bid to NV5 for the commissioning of building MEP Systems for the new Duplin County Detention Center.

Bryan Miller, County Manager appeared before the Board to make announcements/comments.

Jasmine Savage, Administrative Liaison, appeared before the Board to present the results from a survey that was sent out to current Duplin County employees to rank the recruitment and retention incentives they found most important as a county employee.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to go out of regular session and into closed session for Legal Matters pursuant to NCGS § 143-318.11 (a) (3) and Personnel Matters pursuant to NCGS 143-318.11 (a) (6).

Motion was made by Commissioner Dowe, seconded by Commissioner Garner, carried unanimously to go out of closed session and back into open session.

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously to recess until Tuesday, May 14, 2024 at 7:30 a.m. for a joint meeting between the Duplin County Board of Commissioners and the Duplin County Board of Education to be held at the Duplin County Board of Education located at 315 North Main Street, Kenansville, NC.

Jaime W. Carr
Clerk to the Board

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	PREV BUDGET EFF DATE	BUDGET CHANGE	AMENDED BUDGET FCN
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2				SRC JNL-DESC ENTITY AMEND			
2024 11 5 05/07/2024				BUA 050624C 1 1			
1	7401 66-70-7400-7401-000-43510	43510	COLLECTION	REPAIRS BUILDING AND GROUNDS	18,259.00 05/07/2024	-3,000.00	15,259.00
2	7401 66-70-7400-7401-000-45100	45100	COLLECTION	CAPITAL OUTLAY	251,931.00 05/07/2024	-492.00	251,439.00
3	7401 66-70-7400-7401-000-42500	42500	COLLECTION	VEHICLE GASOLINE	150,000.00 05/07/2024	-5,263.31	144,736.69
4	7401 66-70-7400-7401-000-43S42	43S42	COLLECTION	REPAIRS COLLECTION SITES	28,000.00 05/07/2024	-4,000.00	24,000.00
5	7401 66-70-7400-7401-000-43520	43520	COLLECTION	REPAIRS & MAINTENANCE EQUIPME	50,000.00 05/07/2024	-5,000.00	45,000.00
6	7401 66-70-7400-7401-000-42600	42600	COLLECTION	OFFICE SUPPLIES	4,650.00 05/07/2024	-1,000.00	3,650.00
7	7401 66-70-7400-7401-000-42600	42600	COLLECTION	OFFICE SUPPLIES	4,650.00 05/07/2024	-300.00	4,350.00
8	7401 66-70-7400-7401-000-41860	41860	COLLECTION	WORKERS COMPENSATION	20,783.00 05/07/2024	3,000.00	23,783.00
9	7401 66-70-7400-7401-000-41860	41860	COLLECTION	WORKERS COMPENSATION	20,783.00 05/07/2024	492.00	21,275.00
10	7401 66-70-7400-7401-000-41860	41860	COLLECTION	WORKERS COMPENSATION	20,783.00 05/07/2024	5,263.31	26,046.31
11	7401 66-70-7400-7401-000-41860	41860	COLLECTION	WORKERS COMPENSATION	20,783.00 05/07/2024	4,000.00	24,783.00
12	7401 66-70-7400-7401-000-41860	41860	COLLECTION	WORKERS COMPENSATION	20,783.00 05/07/2024	5,000.00	25,783.00
13	7401 66-70-7400-7401-000-41860	41860	COLLECTION	WORKERS COMPENSATION	20,783.00 05/07/2024	1,000.00	21,783.00
14	7401 66-70-7400-7401-000-43250	43250	COLLECTION	POSTAGE	750.00 05/07/2024	300.00	1,050.00
				** JOURNAL TOTAL		0.00	
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2				SRC JNL-DESC ENTITY AMEND			
2024 11 7 05/07/2024				BUA 050624C 1 1			

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	PREV BUDGET EFF DATE	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2				SRC JNL-DESC ENTITY AMEND			
2024 11 7 05/07/2024				BUA 050624C 1 1			
1	7100 61-70-7100-0000-000-42490	42490	Water	VEHICLE SUPPLIES	2,500.00 05/07/2024	-1,614.29	885.71
2	7100 61-70-7100-0000-000-42490	42490	Water	VEHICLE SUPPLIES	2,500.00 05/07/2024	-69.96	2,430.04
3	7131 61-70-7100-7131-000-43510	43510	ALBERTSON	REPAIRS BUILDING AND GROUNDS	38,000.00 05/07/2024	-8,637.06	29,362.94
4	7136 61-70-7100-7136-000-43510	43510	DISTRICT G	REPAIRS BUILDING AND GROUNDS	39,500.00 05/07/2024	-4,343.64	35,156.36
5	7135 61-70-7100-7135-000-43510	43510	DISTRICT F	REPAIRS BUILDING AND GROUNDS	61,309.00 05/07/2024	-6,082.03	55,226.97
6	7134 61-70-7100-7134-000-43510	43510	DISTRICT E	REPAIRS BUILDING AND GROUNDS	53,381.00 05/07/2024	-1,687.79	51,693.21
7	7134 61-70-7100-7134-000-43510	43510	DISTRICT E	REPAIRS BUILDING AND GROUNDS	53,381.00 05/07/2024	-4,103.00	49,278.00
8	7132 61-70-7100-7132-000-43510	43510	DISTRICT B	REPAIRS BUILDING AND GROUNDS	54,000.00 05/07/2024	-4,374.31	49,625.69
9	7131 61-70-7100-7131-000-43510	43510	ALBERTSON	REPAIRS BUILDING AND GROUNDS	38,000.00 05/07/2024	-3,734.84	34,265.16
10	7130 61-70-7100-7130-000-43510	43510	COUNTY WATER	REPAIRS BUILDING AND GROUNDS	5,500.00 05/07/2024	-1,480.26	4,019.74
11	7100 61-70-7100-0000-000-43510	43510	Water	REPAIRS BUILDING AND GROUNDS	2,500.00 05/07/2024	1,614.29	4,114.29
12	7100 61-70-7100-0000-000-43990	43990	Water	PERMITS	3,350.00 05/07/2024	69.96	3,419.96
13	7131 61-70-7100-7131-000-47104	47104	ALBERTSON	DEBT PRINCIPAL	18,405.00 05/07/2024	8,637.06	27,042.06
14	7136 61-70-7100-7136-000-44500	44500	DISTRICT G	INSURANCE AND BONDS	7,855.00 05/07/2024	4,343.64	12,198.64
15	7135 61-70-7100-7135-000-44500	44500	DISTRICT F	INSURANCE AND BONDS	11,022.00 05/07/2024	6,082.03	17,104.03

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG / ACCOUNT	OBJECT / PROJ	ORG DESCRIPTION / ACCT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2			SRC JNL-DESC ENTITY AMEND				
2024 11 7 05/07/2024			BUA 050624C 1 1				
16	7134	44500	DISTRICT E		2,881.00	1,687.79	4,568.79
	61-70-7100-7134-000-44500		INSURANCE AND BONDS	05/07/2024			
17	7133	44500	DISTRICT D		7,375.00	4,103.00	11,478.00
	61-70-7100-7133-000-44500		INSURANCE AND BONDS	05/07/2024			
18	7132	44500	DISTRICT B		7,919.00	4,374.31	12,293.31
	61-70-7100-7132-000-44500		INSURANCE AND BONDS	05/07/2024			
19	7131	44500	ALBERTSON		6,708.00	3,734.84	10,442.84
	61-70-7100-7131-000-44500		INSURANCE AND BONDS	05/07/2024			
20	7130	44500	COUNTY WATER		2,800.00	1,480.26	4,280.26
	61-70-7100-7130-000-44500		INSURANCE AND BONDS	05/07/2024			
			** JOURNAL TOTAL			0.00	
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2			SRC JNL-DESC ENTITY AMEND				
2024 11 8 05/07/2024			BUA 050624C 1 1				
1	4324	34364	E-911		-49,985.34	-49,985.34	-99,970.68
	19-43-4330-4324-000-34364		PSAP Grant	05/07/2024			
2	4324	45100	E-911		49,985.34	49,985.34	99,970.68
	19-43-4330-4324-000-45100-		CAPITAL OUTLAY	05/07/2024			
			** JOURNAL TOTAL			0.00	
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2			SRC JNL-DESC ENTITY AMEND				
2024 11 9 05/07/2024			BUA 050624C 1 1				
1	7402	42500	DISPOSAL		187,000.00	-5,000.00	182,000.00
	66-70-7400-7402-000-42500		VEHICLE GASOLINE	05/07/2024			
2	7402	43530	DISPOSAL		100,000.00	-5,000.00	95,000.00
	66-70-7400-7402-000-43530		REPAIRS VEHICLES	05/07/2024			
3	7402	43300	DISPOSAL		23,000.00	-1,500.00	21,500.00
	66-70-7400-7402-000-43300		UTILITIES	05/07/2024			
4	7402	45100	DISPOSAL		196,912.00	-1,713.00	195,199.00
	66-70-7400-7402-000-45100		CAPITAL OUTLAY	05/07/2024			

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG / ACCOUNT	OBJECT / PROJ	ORG DESCRIPTION / ACCT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2			SRC JNL-DESC ENTITY AMEND				
2024 11 9 05/07/2024			BUA 050624C 1 1				
5	7402	42600	DISPOSAL		2,750.00	-400.00	2,350.00
	66-70-7400-7402-000-42600		OFFICE SUPPLIES	05/07/2024			
6	7402	43560	DISPOSAL		1,000.00	-100.00	900.00
	66-70-7400-7402-000-43560		REPAIRS TRANSFER STATION	05/07/2024			
7	7402	41860	DISPOSAL		8,908.00	5,000.00	13,908.00
	66-70-7400-7402-000-41860		WORKERS COMPENSATION	05/07/2024			
8	7402	41860	DISPOSAL		8,908.00	5,000.00	13,908.00
	66-70-7400-7402-000-41860		WORKERS COMPENSATION	05/07/2024			
9	7402	41860	DISPOSAL		8,908.00	1,500.00	10,408.00
	66-70-7400-7402-000-41860		WORKERS COMPENSATION	05/07/2024			
10	7402	41860	DISPOSAL		8,908.00	1,713.00	10,621.00
	66-70-7400-7402-000-41860		WORKERS COMPENSATION	05/07/2024			
11	7402	42100	DISPOSAL		2,500.00	400.00	2,900.00
	66-70-7400-7402-000-42100		HOUSEKEEPING	05/07/2024			
12	7402	43250	DISPOSAL		.00	100.00	100.00
	66-70-7400-7402-000-43250		POSTAGE	05/07/2024			
			** JOURNAL TOTAL			0.00	
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2			SRC JNL-DESC ENTITY AMEND				
2024 11 13 05/06/2024			BUA 050624C 1 1				
1	7402	44980	DISPOSAL		1,400,000.00	-49,000.00	1,351,000.00
	66-70-7400-7402-000-44980		TIPPING FEE CONTRACT	05/06/2024			
2	7401	42600	COLLECTION		4,650.00	-150.00	4,500.00
	66-70-7400-7401-000-42600		OFFICE SUPPLIES	05/06/2024			
3	7402	42600	DISPOSAL		2,750.00	-200.00	2,550.00
	66-70-7400-7402-000-42600		OFFICE SUPPLIES	05/06/2024			
4	7403	44970	TIRE COLLECTION		135,000.00	49,000.00	184,000.00
	66-70-7400-7403-000-44970		CONTRACTED HAULING	05/06/2024			
5	7401	42100	COLLECTION		2,500.00	150.00	2,650.00
	66-70-7400-7401-000-42100		HOUSEKEEPING	05/06/2024			

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	13	05/06/2024			BUA 050624C	1	1	
6	7402 66-70-7400-7402-000-42100	42100	DISPOSAL	HOUSEKEEPING	05/06/2024	2,500.00	100.00	2,600.00
7	7402 66-70-7400-7402-000-43250	43250	DISPOSAL	POSTAGE	05/06/2024	.00	100.00	100.00
				** JOURNAL TOTAL			0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	14	05/07/2024			BUA 050624C	1	1	
1	4380 10-43-4380-0000-000-42380	42380	ANIMAL SERVICES	ANIMAL INOCULATION INVENTORY	05/07/2024	29,882.00	-11,000.00	18,882.00
2	4380 10-43-4380-0000-000-41990	41990	ANIMAL SERVICES	PROFESSIONAL SERVICES	05/07/2024	20,000.00	-5,000.00	15,000.00
3	4380 10-43-4380-0000-000-44910	44910	ANIMAL SERVICES	DUES AND SUBSCRIPTIONS	05/07/2024	6,000.00	-1,439.41	4,560.59
4	4380 10-43-4380-0000-000-43910	43910	ANIMAL SERVICES	ADVERTISING	05/07/2024	500.00	-500.00	.00
5	4380 10-43-4380-0000-000-43110	43110	ANIMAL SERVICES	TRAVEL	05/07/2024	6,500.00	-800.00	5,700.00
6	4380 10-43-4380-0000-000-42120	42120	ANIMAL SERVICES	UNIFORMS	05/07/2024	3,000.00	-1,400.00	1,600.00
7	4380 10-43-4380-0000-000-42380	42380	ANIMAL SERVICES	ANIMAL INOCULATION INVENTORY	05/07/2024	29,882.00	-1,000.00	28,882.00
8	4380 10-43-4380-0000-000-43250	43250	ANIMAL SERVICES	POSTAGE	05/07/2024	1,000.00	-700.00	300.00
9	4380 10-43-4380-0000-000-42980	42980	ANIMAL SERVICES	PROGRAM SUPPLIES	05/07/2024	33,000.00	11,000.00	44,000.00
10	4380 10-43-4380-0000-000-43530	43530	ANIMAL SERVICES	REPAIRS VEHICLES	05/07/2024	7,747.40	5,000.00	12,747.40
11	4380 10-43-4380-0000-000-42980	42980	ANIMAL SERVICES	PROGRAM SUPPLIES	05/07/2024	33,000.00	1,439.41	34,439.41

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	14	05/07/2024			BUA 050624C	1	1	
12	4380 10-43-4380-0000-000-42980	42980	ANIMAL SERVICES	PROGRAM SUPPLIES	05/07/2024	33,000.00	500.00	33,500.00
13	4380 10-43-4380-0000-000-42980	42980	ANIMAL SERVICES	PROGRAM SUPPLIES	05/07/2024	33,000.00	800.00	33,800.00
14	4380 10-43-4380-0000-000-44500	44500	ANIMAL SERVICES	INSURANCE AND BONDS	05/07/2024	4,150.00	1,400.00	5,550.00
15	4380 10-43-4380-0000-000-44500	44500	ANIMAL SERVICES	INSURANCE AND BONDS	05/07/2024	4,150.00	1,000.00	5,150.00
16	4380 10-43-4380-0000-000-44500	44500	ANIMAL SERVICES	INSURANCE AND BONDS	05/07/2024	4,150.00	700.00	4,850.00
				** JOURNAL TOTAL			0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	16	05/07/2024			BUA 050624C	1	1	
1	5300 10-50-5300-0000-000-43510-	43510	DEPARTMENT OF SOCIAL SERVICES	REPAIRS BUILDING AND GROUNDS	05/07/2024	156,200.00	-15,000.00	141,200.00
2	5300 10-50-5300-0000-000-43540	43540	DEPARTMENT OF SOCIAL SERVICES	SOFTWARE MAINTENANCE	05/07/2024	74,000.00	15,000.00	89,000.00
				** JOURNAL TOTAL			0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	18	05/07/2024			BUA 050624C	1	1	
1	5139 10-50-5100-5139-000-42500	42500	PREGNANCY CARE MANAGEMENT	VEHICLE GASOLINE	05/07/2024	1,667.50	-375.00	1,292.50
2	5154 10-50-5100-5154-000-40121	40121	COMMUNITY HEALTH PROMOTION	SALARIES	05/07/2024	17,743.16	-677.50	17,065.66
3	5157 10-50-5100-5157-000-40121	40121	WIC-GENERAL ADMINISTRATION	SALARIES	05/07/2024	2,897.00	-15.00	2,882.00
4	5162 10-50-5100-5162-000-43210	43210	PCM-NON-MEDICAID	TELEPHONE	05/07/2024	613.00	-45.00	568.00

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
	ACCOUNT			LINE DESCRIPTION	EFF DATE			
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024	11	18	05/07/2024		BUA 050624C	1	1	
5	5191	42990		Supporting Womens Health	INCENTIVES	35,213.00	-100.00	35,113.00
	10-50-5100-5191-000-42990					05/07/2024		
6	5110	40181		HEALTH	SOCIAL SECURITY	16,978.00	-2,594.00	14,384.00
	10-50-5100-5110-000-40181					05/07/2024		
7	5110	40182		HEALTH	RETIREMENT	38,477.00	-30,000.00	8,477.00
	10-50-5100-5110-000-40182					05/07/2024		
8	5110	40183		HEALTH	HOSPITAL INSURANCE	76,012.52	-60,000.00	16,012.52
	10-50-5100-5110-000-40183					05/07/2024		
9	5110	43110		HEALTH	TRAVEL	1,631.75	-550.00	1,081.75
	10-50-5100-5110-000-43110					05/07/2024		
10	5110	43540		HEALTH	SOFTWARE MAINTENANCE	7,800.00	-350.00	7,450.00
	10-50-5100-5110-000-43540					05/07/2024		
11	5110	42600		HEALTH	OFFICE SUPPLIES	2,000.00	-400.00	1,600.00
	10-50-5100-5110-000-42600					05/07/2024		
12	5110	42500		HEALTH	VEHICLE GASOLINE	950.00	-40.00	910.00
	10-50-5100-5110-000-42500					05/07/2024		
13	5110	42980		HEALTH	PROGRAM SUPPLIES	7,775.00	-500.00	7,275.00
	10-50-5100-5110-000-42980					05/07/2024		
14	5110	42200		HEALTH	FOOD	1,553.25	-250.00	1,303.25
	10-50-5100-5110-000-42200					05/07/2024		
15	5110	41700		HEALTH	BOARD EXPENSE	1,500.00	-600.00	900.00
	10-50-5100-5110-000-41700					05/07/2024		
16	5110	43540		HEALTH	SOFTWARE MAINTENANCE	7,800.00	-763.00	7,037.00
	10-50-5100-5110-000-43540					05/07/2024		
17	5151	42420		PRIMARY CARE	IN HOUSE LAB	13,668.00	-950.00	12,718.00
	10-50-5100-5151-000-42420					05/07/2024		
18	5163	42600		MATERNAL HEALTH	OFFICE SUPPLIES	10,770.09	-3,897.00	6,873.09
	10-50-5100-5163-000-42600					05/07/2024		
19	5164	42600		FAMILY PLANNING	OFFICE SUPPLIES	9,402.00	-3,000.00	6,402.00
	10-50-5100-5164-000-42600					05/07/2024		

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
	ACCOUNT			LINE DESCRIPTION	EFF DATE			
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024	11	18	05/07/2024		BUA 050624C	1	1	
20	5139	43210		PREGNANCY CARE MANAGEMENT	TELEPHONE	1,200.00	275.00	1,475.00
	10-50-5100-5139-000-43210					05/07/2024		
21	5139	44300		PREGNANCY CARE MANAGEMENT	RENT	200.00	100.00	300.00
	10-50-5100-5139-000-44300					05/07/2024		
22	5154	40183		COMMUNITY HEALTH PROMOTION	HOSPITAL INSURANCE	4,413.00	675.00	5,088.00
	10-50-5100-5154-000-40183					05/07/2024		
23	5154	40184		COMMUNITY HEALTH PROMOTION	Life Insurance	11.00	2.50	13.50
	10-50-5100-5154-000-40184					05/07/2024		
24	5157	40183		WIC-GENERAL ADMINISTRATION	HOSPITAL INSURANCE	531.00	15.00	546.00
	10-50-5100-5157-000-40183					05/07/2024		
25	5162	43540		PCM-NON-MEDICAID	SOFTWARE MAINTENANCE	136.00	45.00	181.00
	10-50-5100-5162-000-43540					05/07/2024		
26	5191	44910		Supporting Womens Health	DUES AND SUBSCRIPTIONS	900.00	100.00	1,000.00
	10-50-5100-5191-000-44910					05/07/2024		
27	5124	40182		TUBERCULOSIS	RETIREMENT	8,188.00	120.00	8,308.00
	10-50-5100-5124-000-40182					05/07/2024		
28	5156	40121		WIC-BREASTFEEDING PROMOTION	SALARIES	13,997.00	3,026.00	17,023.00
	10-50-5100-5156-000-40121					05/07/2024		
29	5156	40181		WIC-BREASTFEEDING PROMOTION	SOCIAL SECURITY	1,171.00	55.00	1,226.00
	10-50-5100-5156-000-40181					05/07/2024		
30	5156	40183		WIC-BREASTFEEDING PROMOTION	HOSPITAL INSURANCE	1,784.00	710.00	2,494.00
	10-50-5100-5156-000-40183					05/07/2024		
31	5162	40121		PCM-NON-MEDICAID	SALARIES	34,712.00	8,650.00	43,362.00
	10-50-5100-5162-000-40121					05/07/2024		
32	5162	40181		PCM-NON-MEDICAID	SOCIAL SECURITY	2,656.00	615.00	3,271.00
	10-50-5100-5162-000-40181					05/07/2024		
33	5162	40182		PCM-NON-MEDICAID	RETIREMENT	4,225.00	1,380.00	5,605.00
	10-50-5100-5162-000-40182					05/07/2024		
34	5162	40183		PCM-NON-MEDICAID	HOSPITAL INSURANCE	8,277.00	2,415.00	10,692.00
	10-50-5100-5162-000-40183					05/07/2024		

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG / ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION / LINE DESCRIPTION	ACCOUNT DESCRIPTION	PREV BUDGET / EFF DATE	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	18	05/07/2024			BUA 050624C	1	1	
35	5162 10-50-5100-5162-000-40184	40184		PCM-NON-MEDICAID	Life Insurance	21.00 05/07/2024	6.00	27.00
36	5163 10-50-5100-5163-000-40121	40121		MATERNAL HEALTH	SALARIES	211,931.00 05/07/2024	11,500.00	223,431.00
37	5163 10-50-5100-5163-000-40181	40181		MATERNAL HEALTH	SOCIAL SECURITY	15,574.00 05/07/2024	650.00	16,224.00
38	5163 10-50-5100-5163-000-40182	40182		MATERNAL HEALTH	RETIREMENT	24,324.00 05/07/2024	1,200.00	25,524.00
39	5163 10-50-5100-5163-000-40183	40183		MATERNAL HEALTH	HOSPITAL INSURANCE	41,738.00 05/07/2024	6,300.00	48,038.00
40	5164 10-50-5100-5164-000-40121	40121		FAMILY PLANNING	SALARIES	237,007.00 05/07/2024	8,925.00	245,932.00
41	5164 10-50-5100-5164-000-40181	40181		FAMILY PLANNING	SOCIAL SECURITY	17,805.00 05/07/2024	500.00	18,305.00
42	5164 10-50-5100-5164-000-40182	40182		FAMILY PLANNING	RETIREMENT	29,934.00 05/07/2024	550.00	30,484.00
43	5165 10-50-5100-5165-000-40121	40121		WIC-CLIENT SERVICES	SALARIES	113,254.00 05/07/2024	33,175.00	146,429.00
44	5165 10-50-5100-5165-000-40181	40181		WIC-CLIENT SERVICES	SOCIAL SECURITY	8,528.00 05/07/2024	2,500.00	11,028.00
45	5165 10-50-5100-5165-000-40182	40182		WIC-CLIENT SERVICES	RETIREMENT	11,975.00 05/07/2024	4,400.00	16,375.00
46	5165 10-50-5100-5165-000-40183	40183		WIC-CLIENT SERVICES	HOSPITAL INSURANCE	28,121.00 05/07/2024	5,900.00	34,021.00
47	5165 10-50-5100-5165-000-40184	40184		WIC-CLIENT SERVICES	Life Insurance	69.00 05/07/2024	17.00	86.00
48	5110 10-50-5100-5110-000-43210	43210		HEALTH	TELEPHONE	13,400.00 05/07/2024	2,000.00	15,400.00
49	5110 10-50-5100-5110-000-43250	43250		HEALTH	POSTAGE	1,425.00 05/07/2024	200.00	1,625.00

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG / ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION / LINE DESCRIPTION	ACCOUNT DESCRIPTION	PREV BUDGET / EFF DATE	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	18	05/07/2024			BUA 050624C	1	1	
50	5110 10-50-5100-5110-000-43300	43300		HEALTH	UTILITIES	21,285.00 05/07/2024	2,000.00	23,285.00
51	5110 10-50-5100-5110-000-43510	43510		HEALTH	REPAIRS BUILDING AND GROUNDS	5,245.00 05/07/2024	50.00	5,295.00
52	5110 10-50-5100-5110-000-44300	44300		HEALTH	RENT	9,000.00 05/07/2024	5,000.00	14,000.00
53	5111 10-50-5100-5111-000-43300	43300		ENVIRONMENTAL HEALTH	UTILITIES	1,800.00 05/07/2024	475.00	2,275.00
54	5124 10-50-5100-5124-000-42500	42500		TUBERCULOSIS	VEHICLE GASOLINE	335.00 05/07/2024	110.00	445.00
55	5124 10-50-5100-5124-000-43530	43530		TUBERCULOSIS	REPAIRS VEHICLES	380.00 05/07/2024	175.00	555.00
56	5129 10-50-5100-5129-000-43300	43300		COUNTY WELLNESS PROGRAM	UTILITIES	2,850.00 05/07/2024	340.00	3,190.00
57	5151 10-50-5100-5151-000-43540	43540		PRIMARY CARE	SOFTWARE MAINTENANCE	4,199.91 05/07/2024	950.00	5,149.91
					** JOURNAL TOTAL		0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024 11	40	05/07/2024			BUA 050624C	1	1	
1	4310 10-43-4310-0000-000-42960	42960		SHERIFF	DRUG ENFORCEMENT UNIT	74,000.00 05/07/2024	-40,000.00	34,000.00
2	4310 10-43-4310-0000-000-43911	43911		SHERIFF	ADVERTISING	3,000.00 05/07/2024	-3,000.00	.00
3	4310 10-43-4310-0000-000-44910	44910		SHERIFF	DUES AND SUBSCRIPTIONS	82,000.00 05/07/2024	-10,000.00	72,000.00
4	4310 10-43-4310-0000-000-42500	42500		SHERIFF	VEHICLE GASOLINE	191,000.00 05/07/2024	41,500.00	232,500.00
5	4310 10-43-4310-0000-000-44300	44300		SHERIFF	RENT	6,000.00 05/07/2024	1,500.00	7,500.00

BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
	ACCOUNT				LINE DESCRIPTION	EFF DATE		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024	11	40	05/07/2024		BUA 050624C	1	1	
6	4310	42120		SHERIFF	UNIFORMS	70,000.00	10,000.00	80,000.00
	10-43-4310-0000-000-42120					05/07/2024		
					** JOURNAL TOTAL		0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2024	11	41	05/07/2024		BUA 050624C	1	1	
1	4320	44910		JAIL	DUES AND SUBSCRIPTIONS	25,500.00	-16,000.00	9,500.00
	10-43-4310-4320-000-44910					05/07/2024		
2	4320	41990		JAIL	PROFESSIONAL SERVICES	372,000.00	-25,000.00	347,000.00
	10-43-4310-4320-000-41990					05/07/2024		
3	4320	44300		JAIL	RENT	4,500.00	1,000.00	5,500.00
	10-43-4310-4320-000-44300					05/07/2024		
4	4320	42210		JAIL	DETENTIONYOUTH	45,000.00	40,000.00	85,000.00
	10-43-4310-4320-000-42210					05/07/2024		
					** JOURNAL TOTAL		0.00	

BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: blanca.pineda

PER YEAR JNL	PROJ								
ACCOUNT									
EFF DATE	JNL DESC	REF 1	REF 2						
2024 11	5								
BUA 7401-43510					REPAIRS BUILDING AND GROUNDS	5			3,000.00
05/07/2024	050624C			T					
BUA 7401-45100					CAPITAL OUTLAY	5			492.00
05/07/2024	050624C			T					
BUA 7401-42500					VEHICLE GASOLINE	5			5,263.31
05/07/2024	050624C			T					
BUA 7401-43542					REPAIRS COLLECTION SITES	5			4,000.00
05/07/2024	050624C			T					
BUA 7401-43520					REPAIRS & MAINTENANCE EQUIPME	5			5,000.00
05/07/2024	050624C			T					
BUA 7401-42600					OFFICE SUPPLIES	5			1,000.00
05/07/2024	050624C			T					
BUA 7401-42600					OFFICE SUPPLIES	5			300.00
05/07/2024	050624C			T					
BUA 7401-41860					WORKERS COMPENSATION	5	3,000.00		
05/07/2024	050624C			T					
BUA 7401-41860					WORKERS COMPENSATION	5	492.00		
05/07/2024	050624C			T					
BUA 7401-41860					WORKERS COMPENSATION	5	5,263.31		
05/07/2024	050624C			T					
BUA 7401-41860					WORKERS COMPENSATION	5	4,000.00		
05/07/2024	050624C			T					
BUA 7401-41860					WORKERS COMPENSATION	5	5,000.00		
05/07/2024	050624C			T					
BUA 7401-41860					WORKERS COMPENSATION	5	1,000.00		
05/07/2024	050624C			T					
BUA 7401-43250					POSTAGE	5	300.00		
05/07/2024	050624C			T					
					JOURNAL 2024/11/5 TOTAL		[redacted]		[redacted]
2024 11	7								
BUA 7100-42490					VEHICLE SUPPLIES	5			1,614.29
05/07/2024	050624C			T					
BUA 7100-42490					VEHICLE SUPPLIES	5			69.96
05/07/2024	050624C			T					
BUA 7131-43510					REPAIRS BUILDING AND GROUNDS	5			8,637.06
05/07/2024	050624C			T					
BUA 7136-43510					REPAIRS BUILDING AND GROUNDS	5			4,343.64
05/07/2024	050624C			T					
BUA 7135-43510					REPAIRS BUILDING AND GROUNDS	5			6,082.03
05/07/2024	050624C			T					
BUA 7134-43510					REPAIRS BUILDING AND GROUNDS	5			1,687.79
05/07/2024	050624C			T					
BUA 7134-43510					REPAIRS BUILDING AND GROUNDS	5			4,103.00
05/07/2024	050624C			T					

ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3		ACCOUNT DESC / LINE DESC	TYP	DEBIT	CREDIT
BUA 7132-43510	05/07/2024	050624C				T	REPAIRS BUILDING AND GROUNDS	S		4,374.31
BUA 7131-43510	05/07/2024	050624C				T	REPAIRS BUILDING AND GROUNDS	S		3,734.84
BUA 7130-43510	05/07/2024	050624C				T	REPAIRS BUILDING AND GROUNDS	S		1,480.26
BUA 7100-43510	05/07/2024	050624C				T	REPAIRS BUILDING AND GROUNDS	S	1,614.29	
BUA 7100-43990	05/07/2024	050624C				T	PERMITS	S	69.96	
BUA 7131-47104	05/07/2024	050624C				T	DEBT PRINCIPAL	S	8,637.06	
BUA 7136-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	4,343.64	
BUA 7135-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	6,082.03	
BUA 7134-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	1,687.79	
BUA 7133-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	4,103.00	
BUA 7132-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	4,374.31	
BUA 7131-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	3,734.84	
BUA 7130-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	1,480.26	
							JOURNAL 2024/11/7 TOTAL		[redacted]	[redacted]
2024 11	8									
BUA 4324-34364	05/07/2024	050624C				T	PSAP Grant	S		49,985.34
BUA 4324-45100	05/07/2024	050624C				T	CAPITAL OUTLAY	S	49,985.34	
							JOURNAL 2024/11/8 TOTAL		[redacted]	[redacted]
2024 11	9									
BUA 7402-42500	05/07/2024	050624C				T	VEHICLE GASOLINE	S		5,000.00
BUA 7402-43530	05/07/2024	050624C				T	REPAIRS VEHICLES	S		5,000.00
BUA 7402-43300	05/07/2024	050624C				T	UTILITIES	S		1,500.00
BUA 7402-45100	05/07/2024	050624C				T	CAPITAL OUTLAY	S		1,713.00
BUA 7402-42600						T	OFFICE SUPPLIES	S		400.00

ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3		ACCOUNT DESC / LINE DESC	TYP	DEBIT	CREDIT
	05/07/2024	050624C				T				
BUA 7402-43560	05/07/2024	050624C				T	REPAIRS TRANSFER STATION	S		100.00
BUA 7402-41860	05/07/2024	050624C				T	WORKERS COMPENSATION	S	5,000.00	
BUA 7402-41860	05/07/2024	050624C				T	WORKERS COMPENSATION	S	5,000.00	
BUA 7402-41860	05/07/2024	050624C				T	WORKERS COMPENSATION	S	1,500.00	
BUA 7402-41860	05/07/2024	050624C				T	WORKERS COMPENSATION	S	1,713.00	
BUA 7402-42100	05/07/2024	050624C				T	HOUSEKEEPING	S	400.00	
BUA 7402-43250	05/07/2024	050624C				T	POSTAGE	S	100.00	
							JOURNAL 2024/11/9 TOTAL		[redacted]	[redacted]
2024 11	13									
BUA 7402-44980	05/06/2024	050624C				T	TIPPING FEE CONTRACT	S		49,000.00
BUA 7401-42600	05/06/2024	050624C				T	OFFICE SUPPLIES	S		150.00
BUA 7402-42600	05/06/2024	050624C				T	OFFICE SUPPLIES	S		200.00
BUA 7403-44970	05/06/2024	050624C				T	CONTRACTED HAULING	S	49,000.00	
BUA 7401-42100	05/06/2024	050624C				T	HOUSEKEEPING	S	150.00	
BUA 7402-42100	05/06/2024	050624C				T	HOUSEKEEPING	S	100.00	
BUA 7402-43250	05/06/2024	050624C				T	POSTAGE	S	100.00	
							JOURNAL 2024/11/13 TOTAL		[redacted]	[redacted]
2024 11	14									
BUA 4380-42380	05/07/2024	050624C				T	ANIMAL INOCULATION INVENTORY	S		11,000.00
BUA 4380-41990	05/07/2024	050624C				T	PROFESSIONAL SERVICES	S		5,000.00
BUA 4380-44910	05/07/2024	050624C				T	DUES AND SUBSCRIPTIONS	S		1,439.41
BUA 4380-43910	05/07/2024	050624C				T	ADVERTISING	S		500.00
BUA 4380-43110	05/07/2024	050624C				T	TRAVEL	S		800.00

SRC ACCOUNT	REF DATE	TR DESC	REF 1	REF 2	REF	T	LINE DESC	T	DEBIT	CREDIT
BUA 4380-42120	05/07/2024	050624C				T	UNIFORMS	S		1,400.00
BUA 4380-42180	05/07/2024	050624C				T	ANIMAL INOCULATION INVENTORY	S		1,000.00
BUA 4380-43250	05/07/2024	050624C				T	POSTAGE	S		700.00
BUA 4380-42980	05/07/2024	050624C				T	PROGRAM SUPPLIES	S	11,000.00	
BUA 4380-43530	05/07/2024	050624C				T	REPAIRS VEHICLES	S	5,000.00	
BUA 4380-42980	05/07/2024	050624C				T	PROGRAM SUPPLIES	S	1,439.41	
BUA 4380-42980	05/07/2024	050624C				T	PROGRAM SUPPLIES	S	500.00	
BUA 4380-42980	05/07/2024	050624C				T	PROGRAM SUPPLIES	S	800.00	
BUA 4380-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	1,400.00	
BUA 4380-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	1,000.00	
BUA 4380-44500	05/07/2024	050624C				T	INSURANCE AND BONDS	S	700.00	
							JOURNAL 2024/11/14 TOTAL		[redacted]	[redacted]
2024 11 16										
BUA 5300-43510	05/07/2024	050624C				T	REPAIRS BUILDING AND GROUNDS	S		15,000.00
BUA 5300-43540	05/07/2024	050624C				T	SOFTWARE MAINTENANCE	S	15,000.00	
							JOURNAL 2024/11/16 TOTAL		[redacted]	[redacted]
2024 11 18										
BUA 5139-42500	05/07/2024	050624C				T	VEHICLE GASOLINE	S		375.00
BUA 5154-40121	05/07/2024	050624C				T	SALARIES	S		677.50
BUA 5157-40121	05/07/2024	050624C				T	SALARIES	S		15.00
BUA 5162-43210	05/07/2024	050624C				T	TELEPHONE	S		45.00
BUA 5191-42990	05/07/2024	050624C				T	INCENTIVES	S		100.00
BUA 5110-40181	05/07/2024	050624C				T	SOCIAL SECURITY	S		2,594.00
BUA 5110-40182						T	RETIREMENT	S		30,000.00

SRC ACCOUNT	REF DATE	TR DESC	REF 1	REF 2	REF	T	LINE DESC	T	DEBIT	CREDIT
	05/07/2024	050624C				T				
BUA 5110-40183	05/07/2024	050624C				T	HOSPITAL INSURANCE	S		60,000.00
BUA 5110-43110	05/07/2024	050624C				T	TRAVEL	S		550.00
BUA 5110-43540	05/07/2024	050624C				T	SOFTWARE MAINTENANCE	S		350.00
BUA 5110-42600	05/07/2024	050624C				T	OFFICE SUPPLIES	S		400.00
BUA 5110-42500	05/07/2024	050624C				T	VEHICLE GASOLINE	S		40.00
BUA 5110-42980	05/07/2024	050624C				T	PROGRAM SUPPLIES	S		500.00
BUA 5110-42200	05/07/2024	050624C				T	FOOD	S		250.00
BUA 5110-41700	05/07/2024	050624C				T	BOARD EXPENSE	S		600.00
BUA 5110-43540	05/07/2024	050624C				T	SOFTWARE MAINTENANCE	S		763.00
BUA 5151-42420	05/07/2024	050624C				T	IN HOUSE LAB	S		950.00
BUA 5163-42600	05/07/2024	050624C				T	OFFICE SUPPLIES	S		3,897.00
BUA 5164-42600	05/07/2024	050624C				T	OFFICE SUPPLIES	S		3,000.00
BUA 5139-43210	05/07/2024	050624C				T	TELEPHONE	S	275.00	
BUA 5139-44300	05/07/2024	050624C				T	RENT	S	100.00	
BUA 5154-40183	05/07/2024	050624C				T	HOSPITAL INSURANCE	S	675.00	
BUA 5154-40184	05/07/2024	050624C				T	Life Insurance	S	2.50	
BUA 5157-40183	05/07/2024	050624C				T	HOSPITAL INSURANCE	S	15.00	
BUA 5162-43540	05/07/2024	050624C				T	SOFTWARE MAINTENANCE	S	45.00	
BUA 5191-44910	05/07/2024	050624C				T	DUES AND SUBSCRIPTIONS	S	100.00	
BUA 5124-40182	05/07/2024	050624C				T	RETIREMENT	S	120.00	
BUA 5156-40121	05/07/2024	050624C				T	SALARIES	S	3,026.00	
BUA 5156-40181	05/07/2024	050624C				T	SOCIAL SECURITY	S	55.00	
BUA 5156-40183	05/07/2024	050624C				T	HOSPITAL INSURANCE	S	710.00	
BUA 5162-40121	05/07/2024	050624C				T	SALARIES	S	8,650.00	

JRNL PERD JRNL NO. SEQ ACCOUNT EFF DATE TRN DATE REF 1 REF 2 REF 3		ACCOUNT DESC LINE DESC	T/C	DEBIT	CREDIT
BUA 5162-40181		SOCIAL SECURITY	S	615.00	
05/07/2024 050624C	T				
BUA 5162-40182		RETIREMENT	S	1,380.00	
05/07/2024 050624C	T				
BUA 5162-40183		HOSPITAL INSURANCE	S	2,415.00	
05/07/2024 050624C	T				
BUA 5162-40184		Life Insurance	S	6.00	
05/07/2024 050624C	T				
BUA 5163-40121		SALARIES	S	11,500.00	
05/07/2024 050624C	T				
BUA 5163-40181		SOCIAL SECURITY	S	650.00	
05/07/2024 050624C	T				
BUA 5163-40182		RETIREMENT	S	1,200.00	
05/07/2024 050624C	T				
BUA 5163-40183		HOSPITAL INSURANCE	S	6,300.00	
05/07/2024 050624C	T				
BUA 5164-40121		SALARIES	S	8,925.00	
05/07/2024 050624C	T				
BUA 5164-40181		SOCIAL SECURITY	S	500.00	
05/07/2024 050624C	T				
BUA 5164-40182		RETIREMENT	S	550.00	
05/07/2024 050624C	T				
BUA 5165-40121		SALARIES	S	33,175.00	
05/07/2024 050624C	T				
BUA 5165-40181		SOCIAL SECURITY	S	2,500.00	
05/07/2024 050624C	T				
BUA 5165-40182		RETIREMENT	S	4,400.00	
05/07/2024 050624C	T				
BUA 5165-40183		HOSPITAL INSURANCE	S	5,900.00	
05/07/2024 050624C	T				
BUA 5165-40184		Life Insurance	S	17.00	
05/07/2024 050624C	T				
BUA 5110-43210		TELEPHONE	S	2,000.00	
05/07/2024 050624C	T				
BUA 5110-43250		POSTAGE	S	200.00	
05/07/2024 050624C	T				
BUA 5110-43300		UTILITIES	S	2,000.00	
05/07/2024 050624C	T				
BUA 5110-43510		REPAIRS BUILDING AND GROUNDS	S	50.00	
05/07/2024 050624C	T				
BUA 5110-44300		RENT	S	5,000.00	
05/07/2024 050624C	T				
BUA 5111-43300		UTILITIES	S	475.00	
05/07/2024 050624C	T				
BUA 5124-42500		VEHICLE GASOLINE	S	110.00	
05/07/2024 050624C	T				
BUA 5124-43530		REPAIRS VEHICLES	S	175.00	
05/07/2024 050624C	T				
BUA 5129-43300		UTILITIES	S	340.00	

JRNL PERD JRNL NO. SEQ ACCOUNT EFF DATE TRN DATE REF 1 REF 2 REF 3		ACCOUNT DESC LINE DESC	T/C	DEBIT	CREDIT
05/07/2024 050624C	T				
BUA 5151-43540		SOFTWARE MAINTENANCE	S	950.00	
05/07/2024 050624C	T				
		JOURNAL 2024/11/18 TOTAL		[redacted]	[redacted]
2024 11 40					
BUA 4310-42960		DRUG ENFORCEMENT UNIT	S		40,000.00
05/07/2024 050624C	T				
BUA 4310-43911		ADVERTISING	S		3,000.00
05/07/2024 050624C	T				
BUA 4310-44910		DUES AND SUBSCRIPTIONS	S		10,000.00
05/07/2024 050624C	T				
BUA 4310-42500		VEHICLE GASOLINE	S	41,500.00	
05/07/2024 050624C	T				
BUA 4310-44300		RENT	S	1,500.00	
05/07/2024 050624C	T				
BUA 4310-42120		UNIFORMS	S	10,000.00	
05/07/2024 050624C	T				
		JOURNAL 2024/11/40 TOTAL		[redacted]	[redacted]
2024 11 41					
BUA 4320-44910		DUES AND SUBSCRIPTIONS	S		16,000.00
05/07/2024 050624C	T				
BUA 4320-43990		PROFESSIONAL SERVICES	S		25,000.00
05/07/2024 050624C	T				
BUA 4320-44300		RENT	S	1,000.00	
05/07/2024 050624C	T				
BUA 4320-42210		DETENTIONYOUTH	S	40,000.00	
05/07/2024 050624C	T				
		JOURNAL 2024/11/41 TOTAL		[redacted]	[redacted]

Duplin County, NC

BUDGET AMENDMENT JOURNAL ENTRY PROOF

FUND ACCOUNT	YEAR PER	PRJ PROJ	ACCOUNT DESCRIPTION	DEBIT	CREDIT
			FUND TOTAL	.00	.00

** END OF REPORT - Generated by Blanca Pineda **

BA # _____

Duplin County
Budget Amendment

Department Title: Collections
Department Head's Signature: [signature]
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To cover cost of worker-comp insurance annual charge and postage

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
7401-4260	Pkg Bonds & Comm Ins	3,400	7401-4160	Worker's Comp	2,000
7401-4260	Capital	492	7401-4160	Worker's Comp	492
7401-4260	Gasoline	5,863	7401-4160	Worker's Comp	5,863
7401-4260	Repair S. Yes	4,000	7401-4160	Worker Comp	4,000
7401-4260	Repair Equip	5,000	7401-4160	Worker Comp	5,000
7401-4260	Office Supplies	1,000	7401-4160	Worker Comp	1,000
7401-4260	Office Supplies	300	7401-4330	Postage	300
Total		0.00	Total		0.00

Finance Signature: Chelsey Rains
Date Approved: 5/17/24

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Water Department
Department Head's Signature: Jeffery Williams
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To cover expenses on over spent accounts

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
7100-42490	Vehicle Supplies	1,614.29	7100-43510	Repairs	1,614.29
7100-42490	Vehicle Supplies	69.96	7100-43990	Permits	69.96
7131-43510	Repairs	8,637.06	7131-47104	Debt Principal	8,637.06
7136-43510	Repairs	4,343.64	7136-44500	Insurance and Bonds	4,343.64
7135-43510	Repairs	6,082.03	7135-44500	Insurance and Bonds	6,082.03
7134-43510	Repairs	1,687.79	7134-44500	Insurance and Bonds	1,687.79
7134-43510	Repairs	4,103.00	7133-44500	Insurance and Bonds	4,103.00
7132-43510	Repairs	4,374.31	7132-44500	Insurance and Bonds	4,374.31
7131-43510	Repairs	3,734.84	7131-44500	Insurance and Bonds	3,734.84
7130-43510	Repairs	1,480.26	7130-44500	Insurance and Bonds	1,480.26
Total		36,127.18	Total		36,127.18

Finance Signature: Chelsey Rainer
Date Approved: _____

Manager Signature
Date Approved: _____

Commisioner Approval
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title: Communications
Department Head's Signature: _____
(form can be e-mailed to Finance from Dept. Head)

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:
E911 Portable Radio Grant

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4324-34364	Revenue	49,985.34	4324-45100	Capital Outlay	49,985.34
Total		49,985.34	Total		49,985.34

Chelsey Rainer

Finance Signature
Date Approved: 4/17/24

Manager Signature
Date Approved: _____

Commisioner Approval
Date Approved: _____

BA # _____ Duplin County
Budget Amendment

Department Title: Solid Waste
Department Head's Signature: Donald Kelly
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To cover cost of worker comp insurance annual charge also postage & house keeping

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
7403-4300 42500	Vehicle Gasoline	5,000	7403-4860	Workers Comp	5,000
7403-4350	Vehicle Repairs	5,000	7403-4860	Workers Comp	5,000
7403-4330	Utilities	1,500	7403-4860	Workers Comp	1,500
7403-4500	Capital "	1,713	7403-4860	Workers Comp	1,913
7403-4300	Office Supplies	400	7403-4490	House Keeping	400
7403-4350	Repair Trans & Siphon	100	7403-4250	Postage	100
Total		0.00	Total		0.00

Chelsey Rains

Finance Signature
Date Approved: 4/17/24

Manager Signature
Date Approved: _____

Commisioner Approval
Date Approved: _____

BA # _____ Duplin County
Budget Amendment

Department Title: Solid Waste
Department Head's Signature: Donald Kelly
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Moving money for Contract Hauling of Tires

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
7403-4780	Tipping Fee	49,000	7403-4070	Contracted Hauling	49,000
7401-4300	Office Supplies	150	7401-4300	House Keeping	150
7402-4300	Office Supplies	200	7403-4300	House Keeping	100
			7403-4250	Postage	100
Total		0.00	Total		0.00

Chelsey Rains

Finance Signature
Date Approved: 4/22/24

Manager Signature
Date Approved: _____

Commisioner Approval
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title: ANIMAL SERVICES
Department Head's Signature: Ken Newton
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
TO UP THE ACCOUNTS THAT IN THE RED AND FOR NEW LAP TOPS PER ABBY WITH IT

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4380-42380	Animal Inculations	$ 11,000.00	4380-42980	Office Supplies	$ 11,000.00
4380-41990	Professional Services	$ 5,000.00	4380-43530	Repairs Vehicles	$ 5,000.00
4380-44810	Dues & Subscriptions	$ 1,439.41	4380-42980	Program Supplies	$ 1,439.41
4380-43810	Advertising	$ 500.00	4380-42980	Program Supplies	$ 500.00
4380-43110	Travel	$ 800.00	4380-42980	Program Supplies	$ 800.00
4380-42120	Uniforms	$ 1,400.00	4380-44500	Insurance and Bonds	$ 1,400.00
4380-42380	Animal Inculations	$ 1,000.00	4380-44500	Insurance and Bonds	$ 1,000.00
4380-43250	Postage	$ 700.00	4380-44500	Insurance and Bonds	$ 700.00
Total		21,839.41	Total		21,839.41

Finance Signature: Chelsey Rivia
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Social Services
Department Head's Signature: completed by Dana Bonneville
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Full year subscription for Adobe not figured into budget as is a new item

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5300-43510	Reparis Bldg & Grounds	15,000.00	5300-43540	Software Maintenance	15,000.00
Total		15,000.00	Total		15,000.00

Finance Signature: Chelsey Rivia
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

cover line item shortages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5139-42500	vehicle gasoline	375.00	5139-43210	telephone	275.00
5154-40121	salaries	677.50	5139-44300	rent	100.00
5157-40121	salaries	15.00	5154-40183	hospital insurance	675.00
5162-43210	telephone	45.00	5154-40184	life insurance	2.50
5191-42990	incentives	100.00	5157-40183	hospital insurance	15.00
5110-40181	social	2,594.00	5162-43540	software maintenance	45.00
5110-40182	retirement	30,000.00	5191-44910	dues and subscriptions	100.00
5110-40183	hospital insurance	60,000.00	5124-40182	retirement	120.00
5110-43110	travel	550.00	5156-40121	salaries	3,026.00
5110-43540	software maintenance	350.00	5156-40181	social security	55.00
5110-42600	office supplies	400.00	5156-40183	hospital insurance	710.00
5110-42500	vehicle gasoline	40.00	5162-40121	salaries	8,650.00
5110-42980	program supplies	500.00	5162-40181	social security	615.00
5110-42200	food	250.00	5162-40182	retirement	1,380.00
5110-41700	board expenses	600.00	5162-40183	hospital insurance	2,415.00
5110-43540	software maintenance	763.00	5162-40184	life insurance	6.00
5151-42420	in house lab	950.00	5163-40121	salaries	11,500.00
5163-42600	office supplies	3,897.00	5163-40181	social security	650.00
5164-42600	office supplies	3,000.00	5163-40182	retirement	1,200.00
			5163-40183	hospital insurance	6,300.00
			5164-40121	salaries	8,925.00
			5164-40181	social security	500.00
			5164-40182	retirement	550.00
			5165-40121	salaries	33,175.00
			5165-40181	social security	2,500.00
			5165-40182	retirement	4,400.00
			5165-40183	hospital insurance	5,900.00
			5165-40184	life insurance	17.00
			5110-43210	telephone	2,000.00
			5110-43250	postage	200.00
			5110-43300	utilities	2,000.00
			5110-43610	repairs building and grounds	50.00
			5110-44300	rent	5,000.00
			5111-43300	utilities	475.00
			5124-42500	vehicle gasoline	110.00
			5124-43530	repairs vehicles	175.00
			5129-43300	utilities	340.00
			5151-43540	software maintenance	950.00
Total		105,106.50	Total		105,106.50

Finance Signature: Chelsey Rivers
Date Approved: 5/17/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Admin Asst
Department Head's Signature: [signature]
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 or any changes to revenue must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Cover Shortage in line

Line Item # to increase	Line Item Description	Credit Amount	Line Item # to decrease	Line Item Description	Debit Amount
4310-42960	Drug Enforcement	40,000.00	4310-42500	Vehicle Gasoline	41,500.00
4310-43911	Advertisement	3,000.00	4310-44300	Rent	1,500.00
4310-44910	Dues & Subscriptions	10,000.00	4310-42120	Uniforms	10,000.00
Total		53,000.00	Total		53,000.00

Finance Signature: Chelsey Rainer
Date Approved: 5/1/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Admin Asst
Department Head's Signature: [signature]
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 or any changes to revenue must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Cover Shortage in line

Line Item # to increase	Line Item Description	Credit Amount	Line Item # to decrease	Line Item Description	Debit Amount
4320-44910	Dues & Subscriptions	16,000.00	4320-44300	Rent	1,000.00
4320-41990	Professional Services	25,000.00	4320-422100	Detention/Youth	40,000.00
Total		41,000.00	Total		41,000.00

Finance Signature: Chelsey Rainer
Date Approved: 5/1/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

LL 4-29-24
CW 4.29.24

DUPLIN COUNTY
TAX AND SOLID WASTE REQUEST
RELEASE DATE MAY 6, 2024

RELEASE NUMBER	NAME	TOWNSHIP	FIRE DISTRICT 1	FIRE DISTRICT 2	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	FIRE TAX 1	FIRE TAX 2	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
21856	CARTER, DANNY THOMAS	09			2023	1650900						$ 110.00	$ 110.00	PROPERTY IS VACANT
21857	DAVIS, JEFFREY	06	F-03		2023	10005415	$ 14.30	$ 0.40	$ 1.10		$ 1.58	$ 110.00	$ 127.38	SWMH DOUBLE LISTED
21858	EPLEY, CARY & WIFE ALICIA	07	F-10		2023	2566718	$ 321.75	$ 9.00	$ 31.50				$ 362.25	SHOULD HAVE RECEIVED VETERANS EXEMPTION
21859	FIRST FLEET MASTER TITLING TRUST	11			2022	000001842	$ 506.08	$ 14.16			$ 52.02		$ 572.26	DOES NOT OWN 6 MYT TRAILERS
21860	FIRST FLEET MASTER TITLING TRUST	11			2021	000001842	$ 506.08	$ 14.16					$ 520.24	DOES NOT OWN 6 MYT TRAILERS
21861	GARCIA, AUREO CHELUCA & WF MARIA	04	F-01		2023	3065213	$ 25.16	$ 0.70	$ 1.76		$ 2.76		$ 30.38	SOLD MYT TRAILER IN 2022
21862	HERRING, ALFRED	01			2023	3792883	$ 89.38	$ 2.50					$ 91.88	CLERICAL ERROR WHEN KEYED
21863	JONES, HAROLD DEAN	06	F-04		2023	4605710	$ 1.97	$ 0.06	$ 0.13		$ 0.22		$ 2.38	MYT TRAILER DOUBLE LISTED
21864	JONES, HAROLD DEAN	06	F-04		2022	4605710	$ 2.15	$ 0.06	$ 0.14				$ 2.35	MYT TRAILER DOUBLE LISTED
21865	KENNEDY, BENNY H	06			2023	4865500						$ 110.00	$ 110.00	NO DWELLING ON PROPERTY
21866	KENNEDY, BENNY H	06			2022	4865500						$ 110.00	$ 110.00	NO DWELLING ON PROPERTY
21867	KENNEDY, BENNY H	06	F-04		2023	4865500	$ 14.30	$ 0.40	$ 0.92		$ 1.56	$ 110.00	$ 127.18	SWMH DOUBLE LISTED
21868	KENNEDY, BENNY H.	06	F-04		2022	4865500	$ 14.30	$ 0.40	$ 0.92		$ 1.56		$ 17.18	SWMH DOUBLE LISTED
21869	KENNEDY, BENNY H	06	F-04		2021	4865500	$ 14.30	$ 0.40	$ 0.92		$ 1.56	$ 90.00	$ 107.18	SWMH DOUBLE LISTED
21870	KENNEDY, BENNY H.	06	F-04		2020	4865500	$ 14.30	$ 0.40	$ 0.92		$ 1.56	$ 90.00	$ 107.18	SWMH DOUBLE LISTED
21871	KENNEDY, BENNY H.	06	F-04		2019	4865500	$ 14.30	$ 0.40	$ 0.92		$ 1.56	$ 90.00	$ 107.18	SWMH DOUBLE LISTED
21872	LAMB, DOUGLAS L.	07			2023	5109355	$ 3.89	$ 0.11					$ 4.00	SOLD MYT TRAILER IN 2021
21873	LAMB, DOUGLAS L.	07			2022	5109355	$ 3.89	$ 0.11			$ 0.40		$ 4.40	SOLD MYT TRAILER IN 2021
21874	MARTINEZ, DELMA	06			2023	5541256	$ 19.31	$ 0.54			$ 1.99	$ 110.00	$ 131.84	NEVER OWNED SWMH
21875	MARTINEZ, DELMA	06			2022	5541256	$ 22.09	$ 0.62			$ 2.27	$ 110.00	$ 134.98	NEVER OWNED SWMH
21876	MARTINEZ, DELMA	06			2021	5541256	$ 22.09	$ 0.62			$ 2.27	$ 90.00	$ 114.98	NEVER OWNED SWMH
21877	RODRIGUEZ, JOSE SALVADOR MANA	01			2023	000000906	$ 9.87	$ 0.28			$ 1.01		$ 11.16	SOLD MYT TRAILER IN 2022
21878	ROGERS, SUZZANE SULLIVAN, LE	03	F-01		2023	7474381	$ 7.53	$ 0.21	$ 0.53				$ 8.27	1994 CHEVY TRUCK HAS TAGS
21879	ROGERS, SUZZANE SULLIVAN, LE	03	F-01		2022	7474381	$ 8.19	$ 0.23	$ 0.57				$ 8.99	1994 CHEVY TRUCK HAS TAGS
21880	ROGERS, SUZZANE SULLIVAN, LE	03	F-01		2021	7474381	$ 8.90	$ 0.25	$ 0.62				$ 9.77	1994 CHEVY TRUCK HAS TAGS
21881	ROGERS, SUZZANE SULLIVAN, LE	03	F-01		2020	7474381	$ 9.68	$ 0.27	$ 0.68				$ 10.63	1994 CHEVY TRUCK HAS TAGS
21882	ROGERS, SUZZANE SULLIVAN, LE	03	F-01		2019	7474381	$ 10.53	$ 0.29	$ 0.74				$ 11.56	1994 CHEVY TRUCK HAS TAGS
21883	SCHMALBACH, PETER L.	01	F-07		2023	7674684	$ 47.28	$ 1.32	$ 4.63		$ 5.32		$ 58.55	SOLD BOAT OUT OF COUNTY
21884	SCHMALBACH, PETER L.	01	F-07		2022	7674684	$ 47.28	$ 1.32	$ 4.63		$ 5.32		$ 58.55	SOLD BOAT OUT OF COUNTY
21885	SCHMALBACH, PETER L.	01	F-07		2021	7674684	$ 47.28	$ 1.32	$ 4.63		$ 5.32		$ 58.55	SOLD BOAT OUT OF COUNTY
21886	SCHMALBACH, PETER L.	01	F-07		2020	7674684	$ 47.28	$ 1.32	$ 4.63		$ 5.32		$ 58.55	SOLD BOAT OUT OF COUNTY
21887	SCHMALBACH, PETER L.	01	F-07		2019	7674684	$ 47.28	$ 1.32	$ 4.63		$ 5.32		$ 58.55	SOLD BOAT OUT OF COUNTY
21888	SCHMALBACH, PETER L.	01	F-07		2018	7674684	$ 47.28		$ 4.17		$ 5.15		$ 56.60	SOLD BOAT OUT OF COUNTY
21889	TURNER, RODNEY	06	F-016		2023	8855265	$ 281.71	$ 7.88	$ 27.58				$ 317.17	DOES NOT OWN DWMH & RELEASING #39 MISC. IMPROVMENT
21890	WARDS BRIDGE, LLC	13			2023	1001535	$ 23,763.74	$ 664.72					$ 24,428.46	WRONG INFORMATION ON BUILDINGS
	GRAND TOTAL						**$ 25,993.47**	**$ 725.77**	**$ 97.27**	**$ -**	**$ 104.07**	**$ 1,130.00**	**$ 28,050.58**	

SUBMITTED BY: _____ **FINAL APPROVAL BY:** Debbie B Edwards **DATE APPROVED:** 5/6/24

LL 4-29-24
CW 4-29-24

DUPLIN COUNTY
TAX AND SOLID WASTE REQUEST
RELEASE DATE APRIL 1, 2024

RELEASE NUMBER	NAME	TOWNSHIP	FIRE DISTRICT 1	FIRE DISTRICT 2	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	FIRE TAX 1	FIRE TAX 2	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
21799	ALLRED, BECKY	08	F-10		2023	0062616	$ 15.30	$ 0.43	$ 1.50		$ 1.72	$ 110.00	$ 128.95	NEVER OWNED SWMH
21800	ALLRED, BECKY	08	F-10		2022	0062616	$ 17.52	$ 0.49	$ 1.72		$ 1.97	$ 110.00	$ 131.70	NEVER OWNED SWMH
21801	ALLRED, BECKY	08	F-10		2021	0062616	$ 17.52	$ 0.49	$ 1.72		$ 1.97	$ 90.00	$ 111.70	NEVER OWNED SWMH
21802	ALLRED, BECKY	08	F-10		2020	0062616	$ 18.73	$ 0.52	$ 1.83		$ 2.11	$ 90.00	$ 113.19	NEVER OWNED SWMH
21803	ALLRED, BECKY	08			2019	0062616	$ 20.74	$ 0.58			$ 2.13	$ 90.00	$ 113.45	NEVER OWNED SWMH
21804	AYCOCK, LINWOOD FRANKLIN & LINDA F. AYCOCK	08	F-10		2023	0191142	$ 10.02	$ 0.28	$ 0.98		$ 1.13		$ 12.41	BUSINESS DISSOLVED 2017
21805	AYCOCK, LINWOOD FRANKLIN & LINDA F. AYCOCK	08	F-10		2022	0191142	$ 10.02	$ 0.28	$ 0.98		$ 1.13		$ 12.41	BUSINESS DISSOLVED 2017
21806	AYCOCK, LINWOOD FRANKLIN & LINDA F. AYCOCK	08	F-10		2021	0191142	$ 10.02	$ 0.28	$ 0.98		$ 1.13		$ 12.41	BUSINESS DISSOLVED 2017
21807	AYCOCK, LINWOOD FRANKLIN & LINDA F. AYCOCK	08	F-10		2020	0191142	$ 10.01	$ 0.28	$ 0.98		$ 1.13		$ 12.40	BUSINESS DISSOLVED 2017
21808	AYCOCK, LINWOOD FRANKLIN & LINDA F. AYCOCK	08			2019	0191142	$ 10.02	$ 0.28			$ 1.03		$ 11.33	BUSINESS DISSOLVED 2017
21809	AYCOCK, LINWOOD FRANKLIN & LINDA F. AYCOCK	08			2018	0191142	$ 10.02				$ 1.00		$ 11.02	BUSINESS DISSOLVED 2017
21810	BROOKS, KELLY DAVID JR & CAROLYN P. BROOKS	09	F-11		2023	1144186			$ 121.57				$ 121.57	AFTERLISTED TOO MUCH FOR FIRE DIST.
21811	BROOKS, KELLY DAVID JR & CAROLYN P. BROOKS	09	F-11		2022	1144186			$ 121.57				$ 121.57	AFTERLISTED TOO MUCH FOR FIRE DIST.
21812	BROOKS, KELLY DAVID JR & CAROLYN P. BROOKS	09	F-11		2021	1144186			$ 121.57				$ 121.57	AFTERLISTED TOO MUCH FOR FIRE DIST.
21813	BROOKS, KELLY DAVID JR & CAROLYN P. BROOKS	09	F-11		2020	1144186			$ 121.57				$ 121.57	AFTERLISTED TOO MUCH FOR FIRE DIST.
21814	CARROLL, JUSTIN D.	01	F-07		2023	1629958	$ 94.64	$ 2.65	$ 9.27		$ 10.66		$ 117.22	SOLD BOAT IN 2021
21815	CARROLL, JUSTIN D.	01	F-07		2022	1629958	$ 60.04	$ 1.68	$ 5.88		$ 6.76		$ 74.36	SOLD BOAT IN 2021
21816	CONTRERAS, JULIO C. VILLANUEVA	09	F-10		2023	010001792	$ 237.38	$ 6.64	$ 23.24			$ 110.00	$ 377.26	HOUSE FLOODED 2018-NEVER REPAIRED-VALUE ADJUSTED
21817	CONTRERAS, JULIO C. VILLANUEVA	09	F-10		2022	010001792	$ 237.38	$ 6.64	$ 23.24			$ 110.00	$ 377.26	HOUSE FLOODED 2018-NEVER REPAIRED-VALUE ADJUSTED
21818	CONTRERAS, JULIO C. VILLANUEVA	09	F-10		2021	010001792	$ 237.38	$ 6.64	$ 23.24			$ 110.00	$ 377.26	HOUSE FLOODED 2018-NEVER REPAIRED-VALUE ADJUSTED
21819	FUENTES, MARLON	09			2018	2966110	$ 14.30				$ 1.43	$ 90.00	$ 105.73	SWMH DOUBLE LISTED
21820	FUENTES, MARLON	09			2017	2966110	$ 13.90				$ 1.39	$ 90.00	$ 105.29	SWMH DOUBLE LISTED
21821	FUENTES, MARLON	09			2016	2966110	$ 14.60				$ 1.46	$ 90.00	$ 106.06	SWMH DOUBLE LISTED
21822	FUENTES, MARLON	09			2015	2966110	$ 14.60				$ 1.46	$ 90.00	$ 106.06	SWMH DOUBLE LISTED
21823	JAMES, EDWIN LEE	09	F-10		2023	4344100	$ 67.89	$ 1.90	$ 6.65				$ 76.44	DOES NOT OWN BOAT
21824	MAREADY, BETTY LOU	07			2023	5478692	$ 178.75	$ 5.00					$ 183.75	SHOULD HAVE RECEIVED ELDERLY EXEMPTION
21825	NORRIS, SAMUEL A.	07	F-16		2023	6460592	$ 14.30	$ 0.40	$ 1.40		$ 1.61	$ 110.00	$ 127.71	SOLD SWMH 2020
21826	NORRIS, SAMUEL A.	07	F-16		2022	6460592	$ 14.73	$ 0.41	$ 1.44		$ 1.66	$ 110.00	$ 128.24	SOLD SWMH 2020
21827	NORRIS, SAMUEL A.	07	F-16		2021	6460592	$ 14.73	$ 0.41	$ 1.44		$ 1.66	$ 90.00	$ 108.24	SOLD SWMH 2020
21828	TEJEDA, ELVIN D. FUNEZ & WF	07			2023	8634557	$ 16.95	$ 0.47			$ 1.74		$ 19.16	BILLED IN ERROR FOR MYT/TL
21829	VILLANUEVA, JOSE & WF	09	F-10		2020	8968837	$ 237.38	$ 6.64	$ 23.24			$ 110.00	$ 377.26	HOUSE FLOODED 2018-NEVER REPAIRED-VALUE ADJUSTED
	GRAND TOTAL						**$ 1,618.87**	**$ 43.39**	**$ 616.01**	**$ -**	**$ 46.28**	**$ 1,600.00**	**$ 3,924.55**	

SUBMITTED BY: _____ **FINAL APPROVAL BY:** Dustin B Edwards **DATE APPROVED:** 5/6/24

21829	VILLANUEVA, JOSE & WF	09	F-10		2020	8968837	$ 237.38	$ 6.64	$ 23.24			$ 110.00	$ 377.26	CORRECTION-SOLID WASTE FEE SHOULD HAVE BEEN $90.00 NOT $110.00
	NEW TOTALS						**$1,618.87**	**$ 43.39**	**$ 616.01**		**$ 46.28**	**$ 1,580.00**	**$3,904.55**	

Eastern Carolina
WORKFORCE DEVELOPMENT BOARD, INC.

April 19, 2024

Jaime Carr, Clerk to the Board
Duplin County Administrative Office
224 Seminary St.
Kenansville, NC 28349

Dear Jaime,

As you are aware, chief elected officials continue to have a central role in the administration of workforce investment activities as defined by the Workforce Innovation and Opportunity Act(WIOA). Specifically, chief elected officials are responsible for appointing members to the local Workforce Development Board to represent their counties workforce needs.

The following individual currently serves on the Eastern Carolina Workforce Development Board, Inc. representing Duplin County for a two-year term ending June 30, 2024.

Brenda Upchurch, Human Resources Manager, Sturdy Corporation, Business Sector

The above-named individual has agreed to serve another term, if appointed by the Duplin County Board of Commissioners.

We respectfully request the re-appointment of Brenda Upchurch to the Eastern Carolina Workforce Development Board for a two-year term – July 1, 2024 ending June 30, 2026.

Please feel free to call me at 252-636-6901 if you have any questions. Thank you for your continued support.

Sincerely,

Bill Green
Executive Director
Eastern Carolina Workforce Development Board, Inc.

1341 South Glenburnie Road, New Bern, North Carolina 28562
(252) 636-6901 voice (252)638-3569 fax www.ecwdb.org
An Equal Opportunity/Affirmative Action Employer

RESOLUTION 2024-14

County of Duplin

Office of the County Commissioners

RESOLUTION IN SUPPORT OF THE REALIGNMENT OF THE INTERSECTION OF SR 1340 (BLACKMORE ROAD) AND SR 1341 (PENNY BRANCH ROAD) IN DUPLIN COUNTY

WHEREAS, the Duplin County Board of Commissioners considers the public safety one of its most important responsibilities; and

WHEREAS, the safe and efficient movement of traffic and freight is a key element of public safety for residents and visitors; and

WHEREAS, the North Carolina Department of Transportation has identified a high impact/low cost roadway project to provide a realignment of the intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road); and

WHEREAS, the cost of the improvement, estimated at $360,000, is to be funded by the North Carolina Department of Transportation; and

WHEREAS, the proposed improvement is an important element in improving traffic mobility at the proposed location.

NOW, THEREFORE, BE IT RESOLVED, that the Duplin County Board of Commissioners hereby supports the realignment of the intersection of SR 1340 (Blackmore Road) and SR 1341 (Penny Branch Road) at an estimated cost of $360,000 to be funded by the North Carolina Department of Transportation.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

NOTICE OF PUBLIC HEARING
DUPLIN COUNTY COMMISSIONERS

Notice is hereby given pursuant to NCGS 158-7.1(c) that a public hearing will be held on Monday, May 20, 2024 at 6:00pm in the Duplin County Commissioner's Room of the County Administration Building, located at 224 Seminary Street, Kenansville, NC. The purpose of the hearing is to consider an Economic Development Performance and Incentive Agreement for Project Pear. The company anticipates to expand their current business operations and create new jobs in Duplin County. The project will generate $30 million in local investment and create at least five new jobs. The proposed Agreement would reimburse a portion of the taxes paid on new property for up to a ten-year period. The County welcomes public comments before decided on matters of a potential performance and incentive agreement.

DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION

Member	Occupation	Term Expires
One-Year Term:		
Kenneth Smith BEULAVILLE	Local Business Owner/Retired Mayor & Retired Educator	June 30, 2024
Dean Lee MOUNT OLIVE	3HC, President & CEO	June 30, 2024
Glenn Cavenaugh WALLACE	Realtor	June 30, 2024
Two-Year Term:		
Roger Davis, Vice-Chairman CALYPSO	Retired USDA / Farmer	June 30, 2025
Al Searles WARSAW	Smithfield Foods Transportation Div., VP	June 30, 2025
Kevin Smith KENANSVILLE	Duplin County Schools, Asst. Superintendent for Accountability Equity and Improvement Systems	June 30, 2025
Three-Year Term:		
Carrie Shields MOUNT OLIVE	Duplin County, Assistant County Manager	June 30, 2026
Jay Carraway WARSAW	JSCC, President	June 30, 2026
Charley Farrior, Chairman WALLACE	Local Business Owner / Retired Mayor	June 30, 2026

Assurances Statement

ASSURANCES REQUIRED BY 49 CFR § 24.4(A)
(54 FED.REG.8931)

The assures that it will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act), 42 U.S.C. 4601-4655, and with implementing Federal regulations in 49 CFR Part 24 and 7 CFR Part 21.

Specifically, the Duplin County assures that:

Whenever Federal financial assistance is used to pay for any part of the cost of a program or project which will result in the displacement of any person:

(a) Fair and reasonable relocation payments and assistance shall be provided to or for displaced persons in accordance with sections 202, 203, and 204 of the Uniform Act,

(b) Relocation assistance programs offering the services described in section 205 of the Uniform Act shall be provided to displaced persons, and

(c) Within a reasonable period of time prior to displacement, comparable replacement dwellings will be available to displaced persons in accordance with section 205(c)(3) of the Uniform Act.

Signature of President or Authorized Official of Ultimate Recipient

Date

oOo

Form RD 400-1
(Rev. 5-00)

UNITED STATES DEPARTMENT OF AGRICULTURE

FORM APPROVED
OMB No. 0575-0018

EQUAL OPPORTUNITY AGREEMENT

This agreement, dated _____ between Four County Electric Membership Corporation (herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the 'Secretary') issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds $10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965.

1. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

During the performance of this contract, the contractor agrees as follows:

(a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.

(b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

(c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(d) The contractor will comply with all provisions of Executive Order 11246 of September 24,1965, and of all rules, regulations and relevant orders of the Secretary of Labor.

(e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.

(g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (g) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collections is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Position 6

2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.
3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.
4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.
5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary, that will furnish USDA and the Secretary such information such as , but not limited to, Form AD-560. Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA's primary responsibility for securing compliance.
6. To refrain from entering into any contract or contract modification subject to such Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.
7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.

_____
Recipient

_____
Recipient

(CORPORATE SEAL)

Four County Electric Membership Corp.
Name of Corporate Recipient

Attest:

_____
Secretary

By _____
President

Certification of Financial Review

May 30, 2024

Bruce Pleasant, Business Programs Director
USDA, Rural Development
4405 Bland Road, Suite 260
Raleigh, NC 27609

RE: $2,300,000 RED Loan – Duplin County Detention Center Construction Project

Dear Mr. Pleasant:

Four County EMC has evaluated the loan request and conducted a financial analysis of the credit application for the Duplin County Detention Center Construction Project. The results of our credit evaluation indicate the applicant is creditworthy, the borrower demonstrates repayment capacity, and the loan is adequately secured by collateral after appropriate discounts to value. The request is consistent with our Revolving Loan Fund Plan.

Four County Electric Membership Cooperative

By: _____

Four County Electric Membership Corporation

REVOLVING LOAN FUND PLAN

INTRODUCTION AND OBJECTIVE:

Four County Electric Membership Corporation (Four County EMC) has played an active role in the development of rural North Carolina. Through its board and staff, the Four County EMC has provided not only leadership but financial participation in economic and community development. Now, through the creation of a Revolving Loan Fund (RLF), the Four County EMC is seeking to improve the quality of life in rural areas by contributing to the long-term improvement in the economy, including job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

POLICY STATEMENTS:

- The Four County EMC will accept and consider applications for loans from the RLF for projects that will significantly benefit rural areas, without restriction to the Four County EMC's service area.
- The RLF seeks to minimize its financial participation in all projects. The RLF is not intended to compete with other public and private lenders. The RLF will collaborate with other lenders to provide the financial package necessary to advance the project, but at the same time to minimize the RLF financing component.
- The Board of Directors of the Four County EMC is the sole authority for approval or denial of loans from the RLF and is responsible for all decisions and actions of the RLF. The RLF will be operated and maintained solely by the Four County EMC.
- To avoid potential conflicts of interest, or the appearance of a conflict of interest, an RLF loan will not be made to any board member, officer, general manager, or supervisory employee of the Four County EMC or close relative thereof, or to any Four County EMC subsidiary or affiliated organization in which the Four County EMC has a financial interest.
- The Four County EMC will not condition the approval of a loan from the RLF with the requirement that the prospective recipient purchase electrical or telephone service from the Four County EMC or any other electrical/telephone utility.
- Amendments to this Rural Development Plan will require the approval of the Four County EMC board of directors. However, no action will be taken to amend this plan without the prior written approval of the Rural Business Cooperative Service (RBS), its successors or assigns.
- The Four County EMC RLF is an equal opportunity lender and requires loan recipients to adhere to all equal opportunity laws.
- All information regarding RLF loan requests will at all times be kept confidential by the members of the Four County EMC board, the loan review committee, and Four County EMC staff. If necessary, the RLF may seek the advice and counsel of outside consultants and sources in order to adequately perform due diligence regarding the project.

REVOLVING LOAN FUND MANAGEMENT:

Administration of the Revolving Loan Fund

Management of the RLF will be "in house" by Four County EMC staff in addition to their regular responsibilities, although other community resources may be used. If third party contracts are used for administration, review and approval of contracts by USDA Rural Development is required. With prior written approval of RBS, up to, but, not more than 10% of the grant funds received shall be used for RLF administration.

Loan Review Committee

The Four County EMC board of directors has appointed a Loan Review Committee (LRC), consisting of both cooperative and community leaders, to review all RLF loan applications. The LRC will perform necessary credit analysis and due diligence in order to make a written recommendation to the Four County EMC board of directors, which has final authority regarding all actions of the RLF. The LRC will meet on an as needed basis under the terms of the application procedures listed below.

The Loan Review Committee serves on a volunteer basis. The LRC will have a minimum of 3 members and a maximum of 7 members. If a member of the LRC has a financial interest in the project being reviewed, he/she will abstain from the loan review/recommendation to the Four County EMC Board of Directors. Members of the LRC will serve indefinite terms. However, the Four County EMC board of directors has the right to replace members of the LRC in the event of resignation or other necessary circumstances.

The Loan Review Committee members were chosen, in part, because of their experience with lending and/or economic and community development projects. Initial members of the Loan Review Committee are:

	Name	Company	Title
1.			
2.			
3.			
4.			
5.			

A current and up to date roster of the members of the LRC will be attached to this Rural Development Plan as new members are appointed. These committee appointments do not reflect an amendment to the RLF Plan and therefore do not have to be approved by USDA.

REVOLVING LOAN FUND GUIDELINES

Initial Loan

The initial loan of "Federal Funds" can be made to eligible entities for qualifying community development or community facility projects in rural areas of the State of North Carolina.

Eligible entities for initial funds include: non-profit organizations, public bodies, or Federally-recognized Indian Tribes.

Qualifying projects include community development or community facility projects which correspond to one or more of the following targets:

a. Create or save employment; are open to and serve all rural residents; and are owned by the ultimate recipient of funds.
b. Business Incubators.
c. Facilities and equipment which provide education and training to residents of rural areas which will facilitate economic development.
d. Facilities and equipment to provide medical care to residents of rural areas.
e. Projects that utilize advanced telecommunications or computer networks to facilitate medical or education services or job training.
f. Project feasibility studies and technical assistance.

For Profit entities are eligible for intial funds only if the project meets items c-f above.

Interest Rate: The initial loan of the Federal Funds will be made at zero percent.

Administration Fee: An annual loan servicing fee of up to 1% of the unpaid principal loan balance may be charged for loan administration.

Subsequent Loans / Revolved RLF Funds:

In general, eligible projects for subsequent loans can include any business venture, governmental public body, or non-profit entity involved in a community or economic development project that creates or saves jobs and/or provides needed community facilities that benefit rural areas in the State of North Carolina.

Eligible Applicants include:

- Corporations
- Limited Liability Companies
- Partnerships
- Sole Proprietorships
- Cooperatives
- Nonprofit Entities
- Governmental Units, including: Local Townships, Municipalities, County Government, Regional Authorities, School Districts, and City or County Hospitals
- Federally-recognized Tribal Authorities

Application projects must create or retain employment or provide needed community facilities and services such as:

- Industrial/Commercial Development
- Small Business Expansion or Startup
- Business Incubators
- Community Infrastructure
- Community Facilities
- Medical Facilities
- Training/Educational Facilities
- Tourism

Loan Purposes

Uses of RLF loan proceeds may be for land, buildings, manufacturing machinery and equipment, office and work equipment or infrastructure improvements. Working capital loans will only be considered in conjunction with the purchase of other assets as previously specified.

Special Loan Limits—Residential Housing Projects

Recognizing the link between economic development, workforce availability and housing development and in accordance with USDA program limits, up to 20% of the RLF (an amount equal to the Four County EMC "matching funds") may be used for residential housing projects. Please note, consumer financing of a residence is not permitted.

In-Eligible Uses of RLF Funding:

- Refinancing of existing debt, or payment to business owners or partners;
- Activities determined to be for investment purposes;
- General improvement loans related to normal replacement needs of a business and unrelated to business expansion/job creation;
- Projects that would result in the transfer of existing employment or business activity more than 25 miles from its existing location;
- Agricultural production except where the project is a farmer-owned cooperative or similar, and the agriculture production is part of an integrated business that processes the agriculture products, and the agriculture production portion of the loan will not exceed 50% of the loan amount;
- Projects that are primarily working capital with limited security;
- Construction projects of an individual residential nature;
- Vehicles used for general purposes or that may be considered for personal use;
- Illegal activities and legalized activities (e.g. gambling casinos) that in the opinion of the Board of Directors adversely affect RLF interests;
- Projects in which any director, officer, general manager, or supervisory employee of the Intermediary, or close relative thereof, has a financial interest; projects in which any subsidiary or affiliated organization of Intermediary has a financial interest; or projects which, based on the judgment of the Board, would create a conflict of interest, potential for conflict of interest, or any appearance of a conflict of interest.

Minimum / Maximum Loan Amounts

The minimum RLF loan will be $_____ and the maximum RLF Loan will be $_____. (or alternative maximum language: …the maximum RFL loan will be the total amount of funds available in the RLF.)

Supplemental Financing Requirements (if desired for revolved loans)

RLF projects must include a minimum of 20% funding from other sources. Greater leveraging of outside resources will enhance the approvability of an RLF loan request.

Interest Rate

Interest rates on all subsequent RLF loans will not exceed the prevailing prime rate as published in the Wall Street Journal on the day of loan closing and will be determined based on the evaluation of the applicant's ability to repay and the necessity of below market financing to advance the project. Interest earned on any RLF loan must stay in the fund for use in making additional RLF loans.

Administration Fee

In addition to the interest rate charged, an annual loan servicing fee of up to 1% of the unpaid principal loan balance may be charged for loan administration. However, this fee must be specified in the Loan Agreement signed at closing.

Closing Costs / "Out of Pocket" Expenses

The RLF may charge loan recipients for loan closing costs, attorney's fees, filing fees, etc., as necessary to complete loan documentation. All loan fees will be addressed in the Loan Agreement between the RLF and the loan recipient.

Loan Terms

The term of an RLF loan shall not exceed 10 years, and may be less than 10 years as determined by the Four County EMC Board. Loan deferments of up to 2 years may be considered on a project-by-project basis, but, are not encouraged.

The Loan Review Committee will make a recommendation concerning the term of the loan and payment frequency (monthly, quarterly, etc.) depending upon project need, the expected life of the security, and the applicant's ability to repay. The term of the loan will not exceed the expected life of the asset being used as collateral.

While not mandatory requirements, the following maturities will be used as a general guideline:

Building	10 Years
Real Estate	10 years
Equipment	2 to 7 Years
Computers	2 Years

Security / Collateral

The Intermediary will work with the potential loan recipient to obtain security that is adequate for the term of the loan. The nature of the collateral pledged shall be determined by the loan committee on a project-by-project basis. If the same collateral is used in joint financing, the RLF will seek a parity position with other lenders. Types of security may include:

- Mortgage Lien on Real Property
- Machinery and equipment which have a developed market;
- Letter(s) of credit from acceptable financial institution(s);
- Securities issued by the Federal government or its agencies.
- Accounts receivable and inventory for short-term loans; and
- Irrevocable letters of credit in the amount of the loan

The loan recipient will be required to maintain fire insurance, and flood insurance if necessary, on secured assets. In some cases, credit life or key man insurance will be required with the RLF as loss payee.

Personal guarantees from partners, directors or majority stockholders may be required for all corporate or partnership borrowings.

APPLICATION PROCEDURES

All applicants for RLF funding will be required to complete an application form and provide a corresponding business plan with verifiable data which demonstrates that their proposed projects are economically feasible, sustainable, and will provide benefits to rural areas, either through job creation or infrastructure improvements. A copy of the application which includes a list on supporting information is attached to this plan.

1. Applications will be accepted for review when the RLF has a minimum balance of $25,000.
2. Applications will be accepted at the Four County EMC office during normal business hours. The Four County EMC is located at 1822 NC Highway 53 West, Burgaw, North Carolina 28425.
3. (Staff position) of the Four County EMC will review applications for completeness and present complete applications to the loan review committee. An application is not considered complete until all required information has been submitted to the Four County EMCstaff as listed on the attached application.
4. The loan review committee will analyze each project and make a written recommendation to the Four County EMC board of directors.
5. The Four County EMC Board of Directors will normally review RLF applications at their scheduled monthly Board Meeting. However, if needed and at the Board's option, the Board may call a special meeting to review a loan application.
6. The Four County EMC board of directors shall have final authority to approve or deny RLF loan requests, and to determine appropriate terms and conditions.
7. For approved loans, a loan agreement addressing all of the terms and conditions, including monitoring procedures, repayments, delinquencies, defaults and remedies for that project will be prepared by the RLF. In addition, the RLF shall have prepared all notes, mortgages, security agreements, UCC filings and other legal documents necessary to close the loan. The

RLF will use appropriate note, mortgage, and other forms which are approved by the State of North Carolina Bar Association.

8. Before RLF funds can be disbursed to the loan recipient, all requirements and terms of the loan agreement must be met and supplemental financing as applicable must already be contributed or verified ready to contribute to the project.

Review Criteria

The basis for determining the eligibility/approvability, loan amount, interest rate, and terms and conditions of a revolving loan fund request, and general RLF operational procedures, are as follows:

The loan review committee and Four County EMC board will consider the financial need of the project, the probability of success, the security offered, and the overall benefits of the project to rural areas, including the number of jobs to be created or retained, diversification of the economy, the extent of the upgrading of the skills of the rural workforce, the quality of the jobs in terms of pay scale and benefit package, and, for community development projects, improvements to the community infrastructure, facilities, and/or acquisition of equipment that improves the education, health, safety, and/or medical care of rural residents.

Loan Monitoring

The Four County EMC board of directors and/or the loan review committee shall monitor all RLF loans to ensure that loan proceeds are spent as identified in the RLF application, that all other sources of financing have been committed to the project, and that the benefits of the project, such as job creation, are accomplished as stated in the RLF application. The Four County EMC board and/or LRC shall ensure that RLF lien positions and loan collateral are secure.

This loan monitoring will require regular reporting by the loan recipient.

Annual income statements and balance sheets will be collected from the loan recipient. Depending on the nature of the project and security arrangements, the Intermediary reserves the right to require the submission of annual financial reports as audited by a certified public accountant.

The Intermediary will also conduct periodic/annual site visits to meet with the loan recipient, verify collateral and collect any information as required.

At the option of the Intermediary, periodic management information reports may be required of the loan recipient. Management reports may be required on a semi-annual basis beginning six months after the advance of RLF funds and continuing semi-annually thereafter for a period of 3 years or until completion of the project, whichever is the later period. If requested, management reports will include:

- information on the number of jobs created or retained during the reporting period;
- a comparison of accomplishments during the reporting period to the objectives established for the project,
- a description of any problems, delays, or adverse conditions which will materially affect the attainment of planned project objectives and a statement of action taken or contemplated to resolve the situation.

The Intermediary reserves the right to require these reports on a more frequent basis if it is determined to be in the best interest of the RLF.

An annual review and report of the outstanding loans of the RLF, including job creation/retention totals and community benefits, will be compiled by the loan committee for presentation to the Four County EMC board of directors.

Collection Procedures

The RLF Staff position is charged with the responsibility for loan collections and related workouts, collection of charged-off loans, management and disposal of other real estate owned and any other activities related to delinquent accounts.

As part of this responsibility, the RLF Staff position shall have authority to initiate foreclosures, and collection suits after consultation with the Four County EMC's legal counsel. The RLF Staff position will advise the board of such action at their next regular meeting.

1. Past due notices will be generated and sent to the loan recipient according to the following schedule:
   - First notice sent on the 10th day after a note or payment is due.
   - Second notice sent on the 20th day after a note or payment is due.
2. If the delinquent account becomes 30 days delinquent, RLF Staff Position will make phone contact with the loan recipient to inquire about the situation and arrange appropriate corrective action.
   - As a prudent lender and at the intermediary's sole discretion, a one-time corrective action/workout of a delinquent account is permitted. As part of the workout, loan terms may be modified by deferral, reamortization and/or balloon payments. However, the term of the modified loan can not exceed a 10 year period from the date of the original loan closing.
3. If the delinquent account is not taking steps to cure default and the account becomes 60 days delinquent, a written 30 day Notice to Cure will be issued and sent to the loan recipient via certified, first class mail with a return receipt requested.
4. If the delinquent account does not respond to the Notice to Cure by paying the amount stated in the cure notice, the file will be forwarded to Four County EMC's legal counsel to start foreclosure actions.
   - As mentioned earlier, up to 10% of Rural Development Grant funds may be applied toward operating expenses of the RLF over the life of the fund. Operating expenses include the costs of administering the RLF and technical assistance provided to loan recipients by independent providers. Under the authority of this section, costs of administering the RLF includes any costs related to collections and/or foreclosure of a delinquent account.
   - The Intermediary will maintain an aggregated total of any and all related collections / foreclosure costs which are charged against this 10% allowance.

File Retention

All RLF files will be retained for a period of not less than 3 full years after the loan has been paid in full. After 3 years, the files will be destroyed by shredding or incineration. Files will be secured in a locked, safe place and access will be limited to Intermediary staff with RLF responsibilities. Other security measures will be initiated as needed to protect confidentiality of loan documents.

After review and official action, this RLF Plan is adopted by Four County EMC on Insert date

_____
Secretary

CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Aaron Ellis
_____ _____
(name) (date)

General Counsel
_____
(title)

oOo

Form AD-1048 (1/92)

U. S. DEPARTMENT OF AGRICULTURE
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, *Federal Register* (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME	*PR/AWARD NUMBER OR PROJECT NAME*
Duplin County	Duplin County Detention Center Project
NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE	
Bryan Miller, Duplin County Manager	
SIGNATURE(S)	*DATE*

Form AD-1048 (REVERSE)

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Position 3

USDA
Form RD 400-4
(Rev. 3-97)

ASSURANCE AGREEMENT

(Under Title VI, Civil Rights Act of 1964)

FORM APPROVED
OMB No. 0575-0018

The Four County Electric Membership Corporation
(name of recipient)
1822 N.C. Highway 53 West, PO Box 2000, Burgaw, North Carolina 28425
(address)

("Recipient" herein) hereby assures the U. S. Department of Agriculture that Recipient is in compliance with and will continue to comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et. seq.), 7 CFR Part 15, and Rural Housing Service, Rural Business-Cooperative Service, Rural Utilities Service, or the Farm Service Agency, (hereafter known as the " Agency") regulations promulgated thereunder, 7 C.F.R. §1901.202. In accordance with that Act and the regulations referred to above, Recipient agrees that in connection with any program or activity for which Recipient receives Federal financial assistance (as such term is defined in 7 C.F.R. §14.2) no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination.

1. Recipient agrees that any transfer of any aided facility, other than personal property, by sale, lease or other conveyance of contract, shall be, and shall be made expressly, subject to the obligations of this agreement and transferee's assumption thereof.
2. Recipient shall:

   (a) Keep such records and submit to the Government such timely, complete, and accurate information as the Government may determine to be necessary to ascertain our/my compliance with this agreement and the regulations.

   (b) Permit access by authorized employees of the Agency or the U.S. Department of Agriculture during normal business hours to such books, records, accounts and other sources of information and its facilities as may be pertinent to ascertaining such compliance.

   (c) Make available to users, participants, beneficiaries and other interested persons such information regarding the provisions of this agreement and the regulations, and in such manner as the Agency or the U.S. Department of Agriculture finds necessary to inform such persons of the protection assured them against discrimination.
3. The obligations of this agreement shall continue:

   (a) As to any real property, including any structure, acquired or improved with the aid of the Federal financial assistance, so long as such real property is used for the purpose for which the Federal financial assistance is made or for another purpose which affords similar services or benefits, or for as long as the Recipient retains ownership or possession of the property, whichever is longer.

   (b) As to any personal property acquired or improved with the aid of the Federal financial assistance, so long as Recipient retains ownership or possession of the property.

   (c) As to any other aided facility or activity, until the last advance of funds under the loan or grant has been made.
4. Upon any breach or violation this agreement the Government may, at its option:

   (a) Terminate or refuse to render or continue financial assistance for the aid of the property, facility, project, service or activity.

   (b) Enforce this agreement by suit for specific performance or by any other available remedy under the laws of the United States or the State in which the breach or violation occurs.

Rights and remedies provided for under this agreement shall be cumulative.

In witness whereof, Four County Electric Membership Corporation *(name of recipient)* on this date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(SEAL)

_____ *Recipient*

_____ *Date*

Attest: _____ *Title*

Aaron Ellis, General Counsel *Title*

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0018. The time required to complete this information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission: ☐ Preapplication ☒ Application ☐ Changed/Corrected Application	* 2. Type of Application: ☒ New ☐ Continuation ☐ Revision
	* If Revision, select appropriate letter(s):
	* Other (Specify):
* 3. Date Received:	4. Applicant Identifier:
5a. Federal Entity Identifier:	5b. Federal Award Identifier:
State Use Only:	
6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	Four County Electric Membership Corporation
* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. UEI:
d. Address:	
* Street1:	PO Box 667
Street2:	1822 NC Highway 53 West
* City:	Burgaw
County/Parish:	Pender
* State:	NC: North Carolina
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	28425
e. Organizational Unit:	
Department Name:	Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	* First Name: Aaron
Middle Name:	
* Last Name:	Ellis
Suffix:	
Title:	General Counsel
Organizational Affiliation:	
* Telephone Number:	910-259-2171 Fax Number: 910-259-1860
* Email:	aaronellis@fourcty.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

X: Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

Electric Membership Coop

*** 10. Name of Federal Agency:**

U.S. Department of Agriculture

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

RD-RBCS-23-REDLG

* Title:

Rural Economic Development Loan & Grant (Grant Application)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Four County EMC requests $300,000 in RED Grant funds to support the construction of a new detention center.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant NC-007 * b. Program/Project NC-003

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2024 * b. End Date: 06/30/2025

18. Estimated Funding ($):

* a. Federal	300,000.00
* b. Applicant	60,000.00
* c. State	
* d. Local	
* e. Other	40,940,000.00
* f. Program Income	
* g. TOTAL	41,300,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. "By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: Aaron

Middle Name:

* Last Name: Ellis

Suffix:

* Title: General Counsel

* Telephone Number: 910-259-2171 Fax Number:

* Email: aaronellis@fourcty.org

* Signature of Authorized Representative: * Date Signed:

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Four County Electric Membership Corporation

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. UEI:

d. Address:

* Street1: PO Box 667
Street2: 1822 NC Highway 53 West
* City: Burgaw
County/Parish: Pender
* State: NC: North Carolina
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 28425

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:
* First Name: Aaron
Middle Name:
* Last Name: Ellis
Suffix:

Title: General Council

Organizational Affiliation:

* Telephone Number: 910-259-2171
Fax Number: 910-259-1860

* Email: aaronellis@fourcty.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

X: Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):
Electric Membership Coop

*** 10. Name of Federal Agency:**

U.S. Department of Agriculture

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

RD-RBCS-23-REDLG

* Title:
Rural Economic Development Loan & Grant (Loan Application)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Four County EMC requests $2,000,000 in RED Loan funds to support the construction of a new detention center.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: NC-007 * b. Program/Project: NC-003

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2024 * b. End Date: 06/30/2025

18. Estimated Funding ($):

* a. Federal	2,000,000.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	39,300,000.00
* f. Program Income	
* g. TOTAL	41,300,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: Aaron

Middle Name:

* Last Name: Ellis

Suffix:

* Title: General Counsel

* Telephone Number: 910-259-2171 Fax Number:

* Email: aaronellis@fourcty.org

* Signature of Authorized Representative: * Date Signed:

RESOLUTION 2024-15

County of Duplin

Office of the County Commissioners

RESOLUTION OF SUPPORT FOR ATLANTIC TELEPHONE MEMBERSHIP COOPERATIVE EFFORTS TO INCREASE AVAILABILITY OF HIGH-SPEED INTERNET IN UNDERSERVED PORTIONS OF DUPLIN COUNTY

WHEREAS, access to high-speed Internet has become essential to the livelihood and success of our citizens, businesses, industries, governmental facilities, public safety agencies, schools, and school aged students; and

WHEREAS, Duplin County has underserved areas with no internet access that significantly impairs the ability of our citizens to enjoy modern conveniences that are commonplace in our society, and

WHEREAS, this underserved population includes thousands of school aged children who cannot access the internet in order to complete their homework; and

WHEREAS, the lack of high-speed internet affects governmental operations and most importantly, the response time for critical emergency service agencies that serve these areas; and

WHEREAS, the lack of high-speed Internet is a significant barrier to economic growth and sustainability in rural areas of Duplin County for business and industries that rely reliable internet service; and

NOW THEREFORE BE IT RESOLVED, the Duplin County Board of Commissioners supports Atlantic Telephone Membership Corporations (ATMC) effort to expand high-speed internet availability in rural Duplin County.

THEREFORE, BE IT FURTHER RESOLVED that the Duplin County Board of Commissioner's support includes ATMC's efforts to secure USDA ReConnect Grant funds to assist financially with this endeavor.

Adopted this the 6th day of May 2024.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

Tek84

February 5, 2024

Captain Will Thurston
Duplin County Sheriff's Office
112 W Hill Street
Kenansville, NC 28349

Dear Capt. Thurston,

We the undersigned, hereby affirm that the Intercept Whole Body Contraband Detection Scanner is a product of Tek84, Security Product Line.

The Intercept Scanner is uniquely designed, and the following features are exclusive to the product. There are no other whole body contraband detection systems in marketplace production that can meet these combined specifications.

1. **Vertical Scanning** - The Intercept Scanner is the only whole-body scanner that uses an X-ray beam that images below the subjects' feet to above their head with generator and detector array motioning vertically in tandem, scanning on a horizontal plane to assure accurate proportional imaging, no magnification or distortion, and not requiring the subject to move on a platform or conveyer belt during the imaging process.
2. **Small footprint** - The Intercept Scanner is the only whole-body scanner that has the ultra-compact 34" x 72" footprint design.
3. **Exclusion Zone equal to the device footprint** - The Intercept Scanner is the only whole-body scanner that has an exclusion zone equal to the 34" x 72" footprint.
4. **Waterproof** - The Intercept Scanner is the only whole-body scanner that is proven waterproof up to four inches of height from the ground.
5. **Dual Vertical Wall Technology** - The Intercept Scanner is the only whole-body scanner with Dual Virtual Wall Technology to assure that the subject is standing in the correct position while being scanned in order to minimize radiation dose as per ANSI/HPS N43.17-2009. Doses between 0.25 uSv and 8.0 uSv.
6. **Complete Scan Report** - The Intercept Scanner is the only whole-body scanner that provides a photo, 3 images, scan#, name, time date stamp, comment, unit name, institution name, JMS #, Operator embedded on jpg for evidentiary purposes.
7. **Transportable** - The Intercept Scanner is transportable. Because it is not permanently anchored to the floor and has built-in wheels, it can be moved to another location.
8. **Quick** - The Intercept Scanner has a 4 second scan time.
9. **Integrated Thermal Scanner** - The Intercept is the only whole-body scanner with an optional integrated thermal scanner with embedded record keeping.

Tek84 is the only manufacturer of the Intercept and the only manufacturer of a device that combines these listed features.

The Intercept has at least four current patents (First patent # 10481295).

The Intercept Whole Body Contraband Detection System routinely utilizes a low imaging dose of 0.25 uSv per scan that adheres to the ALARA (As Low As Reasonably Achievable) Concept outlined in the American National Standard (ANSI/HPS) Regulations N43.17-2009.

Tek84 Engineering products are the only x-ray body scanner designed for secure facilities that are 100% developed and assembled in the USA.

Sincerely,

Margo McNeely
Regional Sales Manager SE
954-520-2003

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Albertson Water and Sewer District
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0262

Dear Mr. Edwards:

Albertson Water and Sewer District has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $339,088. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

DEQ
North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding -- Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures:
AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC:
Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mcdavid-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ DWI Funding Offer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067373)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

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STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient
Albertson Water and Sewer District
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0262

Recipient's UEID#: KZN4GKS262K3

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐ **Distressed** ☐ **Not Distressed** ☒		**Total Grant Offered**
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	**$ 339,088**
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	

Project Description:
Water System AIA

Total Financial Assistance Offer: **$ 339,088**

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G.

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

DocuSigned by:
Victor A. D'Amato — Signed on behalf of Shadi Eskaf — 4/15/2024
Signature — Date

On Behalf of (Applicant): Albertson Water and Sewer District
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B Edwards — 5/6/2024
Signature — Date

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance, not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.

2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.

3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.

4. All AHPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.

5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.

6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.

7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.

8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.

9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.

10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Signature

5/6/2024
Date

RESOLUTION 2024-16

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $339,088 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $339,088.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

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SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Albertson Water & Sewer District

DWI Project Number: ~~AIA~~-D-ARP-0262

☐ Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

DEXTER EDWARDS, CHAIRMAN BOCC
(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

6.12.24
(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Albertson Water & Sewer District

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0262

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B Edwards, BOCC CHAIR, 6.12.24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred ☐ ____)

Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water resources reform and development act guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ▪ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,…, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); ...

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
    - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
    - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries.
- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

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What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
    - photos
    - maps
    - outputs and summaries of models and/or flow monitoring
    - copies of physical CCTV inspections
    - GIS data layers if applicable
    - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
    - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
    - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.

- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure **Project No.** _____

Period Covered by this Report: **From** _____ **To** _____

Grant Amount =		Match % Required =	
		Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc. **Payment No.** _____
Address: **Page No.** _____
City, State & Zip:

Use additional sheets if needed. Use a "Misc." column if needed.	*Consultant Name*	*Consultant Name*	*Consultant Name*	***Consultant Deductions towards Match, if In-Kind or Grant Fee see below***	
Classification of	**A**	**B**	**C**	**D**	**Total**
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:
The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient. ☐
OR
The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ **Recipient**

_____ **Signature of Authorized Representative** **Date**

_____ **Type or Print Name and Title**

DWI comments

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



NORTH CAROLINA
Department of Environmental Quality

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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury_SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

Requirement	Location/ Document Name	Description	Location
Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd91f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

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Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334–38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4aecc10e7e3b67f

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		f. financial records required by program regulations and Uniform Guidance. In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs. a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term 39(c))

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The Uniform Guidance	2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027	Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows: • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200 https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000 https://sam.gov/fal/7ecf1ed62ded2729a3fdcd449bd62b8/view
Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216,	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45dd4419ad436d

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		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

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		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 -- Closeout.

Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

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New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim@title42/chapter61&edition=prelim

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divisC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxlOjQyIHNUY3Rpb246N2QsMSBlZGl0aW9uOnBvZWxsbSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

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Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

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Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR03132e29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR03132e29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR03132e29ac5bbd/section-200.333

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b276dde9e1e9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpw/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFR8d0232e473d18ba/section-200.503

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0263

Dear Mr. Edwards:

Duplin County has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $249,000. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

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3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
52CD62E9DA8B44F...

Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mcdavid-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067374)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

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STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0263

Recipient's UEID#: KZN4GK5262K3

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐		**Total Grant Offered**
Distressed ☐ **Not Distressed** ☒		
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	**$ 249,000**
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	
Water System AIA	**Total Financial Assistance Offer:**	**$ 249,000**

ARPA-funded projects are exempt from both the grant fee and match requirements.

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

Docusigned by: Victor A. D'Amato — Signed on behalf of Shadi Eskaf — 4/15/2024
Signature — Date

On Behalf of (Applicant): Duplin County
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B Edwards — 5/6/2024
Signature — Date

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STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Dexter B Edwards
Signature

5/6/2024
Date

RESOLUTION 2024-17

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $249,000 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $249,000.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

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SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Duplin County

DWI Project Number: AIA-D-ARP-0263

☐ Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

DEXTER EDWARDS
(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

6·12·24
(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Duplin County

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0263

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B Edwards 6·12·24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred ☐ ____)

Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water_resources_reform_and_development_act_guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ▪ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b)	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,…, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

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NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); --

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

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What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
  - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
  - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

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layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
  - photos
  - maps
  - outputs and summaries of models and/or flow monitoring
  - copies of physical CCTV inspections
  - GIS data layers if applicable
  - Findings, recommendations, and/or conculsions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
  - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
  - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

  - Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
  - Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



NORTH CAROLINA
Department of Environmental Quality

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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury_SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

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Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f3a98b1f0455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

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Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334-38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation, c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		f. financial records required by program regulations and Uniform Guidance. In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs: a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9[c])

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The Uniform Guidance	2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027	Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (AL.N 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows: • Subpart A. Acronyms and Definitions • Subpart B. General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards o The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D. Post Federal Award Requirements o The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E. Cost Principles • Subpart F. Audit Requirements • 2 C.F.R. Part 23 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200 https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000 https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd82b8/view
Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216.	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d

		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45dd4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

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		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 -- Closeout.

Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

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New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement - States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKG13RndOxlQiQvIHNIY3Rpb246NzQwMSBIZXI0aW9uCnBvZWxpb25k%3D%7C%7C%7C%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

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Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. o Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. o Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFR8d0932e473d10ba/section-200.503

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure **Project No.** _____

Period Covered by this Report: **From** _____ **To** _____

Grant Amount =		Match % Required =	
		Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc. **Payment No.** _____
Address: **Page No.** _____
City, State & Zip:

Use additional sheets if needed. Use a "Misc." column if needed.	*Consultant Name*	*Consultant Name*	*Consultant Name*	*Consultant Deductions towards Match, if In-Kind or Grant Fee see below*	
Classification of	**A**	**B**	**C**	**D**	**Total**
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient. ☐

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ _____ _____
Recipient **Signature of Authorized Representative** **Date**

_____
Type or Print Name and Title

DWI comments

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District B
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0264

Dear Mr. Edwards:

Duplin County Water District B has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $386,544. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
62CD6B8B6A8B44F...

Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures:
AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC:
Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mcdavid-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067357)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

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STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District B
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0264

Recipient's UEID#: KZN4GK5262K3

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐ **Distressed** ☐ **Not Distressed** ☒		**Total Grant Offered**
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	**$ 386,544**
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	

Water System AIA

Total Financial Assistance Offer: **$ 386,544**

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

DocuSigned by:
Victor A. D'Amato
62CD6B8B6A8B44F...
Signed on behalf of Shadi Eskaf
Signature

4/15/2024
Date

On Behalf of (Applicant): Duplin County Water District B
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B. Edwards
Signature

5/6/2024
Date

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance, not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/W8E (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.

2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.

3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.

4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.

5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.

6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.

7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.

8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.

9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.

10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Signature

5/6/2024
Date

RESOLUTION 2024-18

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $386,544 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $386,544.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

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SALES-TAX REIMBURSEMENT CERTIFICATION FORM
(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Duplin County Water District B

DWI Project Number: AIA-D-ARP-0264

☐ Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

DEXTER EDWARDS, BOCC CHAIR
(Signature of Authorized Representative)

6.12.24
(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Dupli County Water District B

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0264

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B Edwards, BOCC CHAIR, 6·12·24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred ☐ ____)

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Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water_resources_reform_and_development_act_guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation). o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ◦ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b)	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,…, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

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NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); ...

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
    - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
    - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries.
- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

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What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
    - photos
    - maps
    - outputs and summaries of models and/or flow monitoring
    - copies of physical CCTV inspections
    - GIS data layers if applicable
    - Findings, recommendations, and/or conculsions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
    - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
    - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.

- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



DEQ
NORTH CAROLINA
Department of Environmental Quality

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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

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Requirement	Citation(s) Relative to Topic	Description	Location
Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2a98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334–38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc19e7e3b676f

		f. financial records required by program regulations and Uniform Guidance. In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs: a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))

The Uniform Guidance	2 C.F.R. Part 200
	
	2 C.F.R. Part 1000
	
	Assistance Listing Number 21.027
		Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:
		• Subpart A, Acronyms and Definitions
		• Subpart B, General Provisions
		• Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards
		  ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213
		• Subpart D, Post Federal Award Requirements
		  ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4)
		• Subpart E, Cost Principles
		• Subpart F, Audit Requirements
		• 2 C.F.R. Part 25 (Universal Identifier & System for Award Management)
		• 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information)
		• 2 C.F.R. Part 180 (Debarment and Suspension)
			https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200
			
			https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000
			
			https://sam.gov/fal/7cecfdef62de42729a3fdd449bd62b8/view

Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216.	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317-27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317-27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d

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		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 -- Closeout.

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Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

		compensation filings at http://www.sec.gov/answers/execomp.htm).	
New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim

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U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxlOjQyIHNDY3Rpb246NzQwMSBlZGl0aW9uOnBvY2WxpbSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

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Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. o Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. o Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure **Project No.** _____

Period Covered by this Report: **From** _____ **To** _____

Grant Amount =		**Match % Required =**	
		Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc. **Payment No.** _____
Address: **Page No.** _____
City, State & Zip:

Use additional sheets if needed. Use a "Misc." column if needed.	*Consultant Name*	*Consultant Name*	*Consultant Name*	*Constultant Deductions towards Match, if In-Kind or Grant Fee see below*	
Classification of	**A**	**B**	**C**	**D**	**Total**
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:
The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient. ☐
OR
The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ _____
Recipient **Signature of Authorized Representative** **Date**

_____
Type or Print Name and Title

DWI comments

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District D
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0265

Dear Mr. Edwards:

Duplin County Water District D has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $400,000. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

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3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
52CD62E9DA6844F...

Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures:
AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC:
Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mcdavid-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067358)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District D
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0265

Recipient's UEID#: KZN4GK5262K3

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐ **Distressed** ☐ **Not Distressed** ☒		**Total Grant Offered**
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	$ 400,000
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	
Water System AIA	**Total Financial Assistance Offer:**	$ 400,000

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

DocuSigned by: Victor A. D'Amato Signed on behalf of Shadi Eskaf — 4/15/2024
Signature — Date

On Behalf of (Applicant): Duplin County Water District D
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B Edwards — 5/6/2024
Signature — Date

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STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Dexter B Edwards — Signature

5/6/2024 — Date

RESOLUTION 2024-19

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $400,000 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $400,000.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

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SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Duplin County Water District D

DWI Project Number: AIA-D-ARP-0265

☐ Check if Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

DEXTER EDWARDS, CHAIR BOCC
(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

6·12·24
(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Dupli County Water District D

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0265

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B Edwards BOCC amr 6·12·24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred ☐ ____)

Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water_resources_reform_and_development_act_guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ▪ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b)	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, …, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

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NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); …

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DWI-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

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What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
  - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
  - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
  - photos
  - maps
  - outputs and summaries of models and/or flow monitoring
  - copies of physical CCTV inspections
  - GIS data layers if applicable
  - findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
  - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
  - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.

- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

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Requirement	Citation, Reference, Note	Description	Location
Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd93f2e98b1f6455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

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Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334–38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		f. financial records required by program regulations and Uniform Guidance. In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs: a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))

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The Uniform Guidance	2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027	Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows: ▪ Subpart A, Acronyms and Definitions ▪ Subpart B, General Provisions ▪ Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 ▪ Subpart D, Post Federal Award Requirements ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) ▪ Subpart E, Cost Principles ▪ Subpart F, Audit Requirements ▪ 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) ▪ 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) ▪ 2 C.F.R. Part 180 (Debarment and Suspension)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200 https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000 https://sam.gov/fal/7cecfdef62de4272?a3fded449bd62b8/view
Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216.	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317–27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317–27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: ▪ Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR4586d4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

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		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 – Closeout.

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

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New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divisionC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7403–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxlOlN0cmluZzo1MSBIZCi6aW9uOnVzZWxpbSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter25&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

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Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. o Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. o Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR03132fe29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR03132fe29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR03132fe29ac5bbd/section-200.333

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76ddc0e1c9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure
Period Covered by this Report: From _____ To _____

Project No. _____

Grant Amount =		Match % Required =	
		Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc.
Address:
City, State & Zip:

Payment No. _____
Page No. _____

Use additional sheets if needed. Use a "Misc." column if needed.	*Consultant Name*	*Consultant Name*	*Consultant Name*	*Consultant Deductions towards Match, if In-Kind or Grant Fee see below*	
Classification of	**A**	**B**	**C**	**D**	**Total**
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient. ☐

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ **Recipient**

_____ **Signature of Authorized Representative** **Date**

_____ **Type or Print Name and Title**

DWI comments

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District E
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0266

Dear Mr. Edwards:

Duplin County Water District E has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $398,504. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
SIGNATURE

Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures:
- AIA Grant Scope Preparation FAQ
- Offer-and-Acceptance Document (two copies)
- Water Infrastructure Grants Legal Requirements Quick Reference Guide
- Resolution by Applicant's Governing Body to Accept an Offer of Funding
- Sales-Tax Certification Form
- ARPA Engineering Services Procurement Certification
- AIA/MRF Disbursement Request Form

CC:
- Dexter B. Edwards, dbrowen@duplincountync.gov
- Joseph W. McKenney, PE, McDavid Associates, Inc. (Farmville, NC), jwm@mcdavid-inc.com
- Teresa Tripp (via DocuSign)
- DWI Administrative Unit (via DocuSign)
- Mark Hubbard (via DocuSign)
- Tim Baldwin (via DocuSign)
- Matthew Rushing, EI (via DocuSign)
- DEQ.DWIFundingOffer@deq.nc.gov
- FILE: ARPA (Agreement Number 2000067359)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9603

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STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District E
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0266

Recipient's UEID#: KZN4GK5262K3

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐
Distressed ☐ **Not Distressed** ☒

		Total Grant Offered
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	$ 398,504
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	
Water System AIA	**Total Financial Assistance Offer:**	$ 398,504

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

DocuSigned by:
Victor A. D'Amato — Signed on behalf of Shadi Eskaf — 4/15/2024
Signature — Date

On Behalf of (Applicant): Duplin County Water District E
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B Edwards — 5/6/2024
Signature — Date

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance, not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.

2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.

3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.

4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.

5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.

6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.

7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.

8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.

9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.

10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Signature

5/6/2024
Date

RESOLUTION 2024-20

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $398,504 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $398,504.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

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SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Duplin Co. Water District E

DWI Project Number: AIA-D-ARP-0266

☐ Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

DEXTER EDWARDS CHAIRMAN
(Printed Name and Title of Authorized Representative)

(Signature of Authorized Representative)

6.12.24
(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Dupli County Water District E

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0266

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B Edwards, BOCC CHAIR 6-12-24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred ☐ ____)

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Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water_resources_reform_and_development_act_guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ▪ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b)	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,…, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); ...

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DWI-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
    - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
    - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

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layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
    - photos
    - maps
    - outputs and summaries of models and/or flow monitoring
    - copies of physical CCTV inspections
    - GIS data layers if applicable
    - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
    - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
    - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.

- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



NORTH CAROLINA
Department of Environmental Quality

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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

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Requirement	Citation/ Decision of Note	Description	Location
Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1039f63d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed332a98b1f8455/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

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Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419a1430d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334–38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFRAace1f6e7a3b076f

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		f. financial records required by program regulations and Uniform Guidance In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs: a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

The Uniform Guidance	2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027	Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows: • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards o The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213 • Subpart D, Post Federal Award Requirements o The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200 https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000 https://sam.gov/fal/7eee8efb2de47229a3fdc4499bd62b8/view
Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216.	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317–27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317–27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45dd4419ad436d

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		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D#subject-group-ECFR45dd4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%200200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 -- Closeout.

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Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

		compensation filings at http://www.sec.gov/answers/form-lobby.	
New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim

U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement - States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divisionC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=title+41+section+4712&edition=prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKG10RpdGxlOiBNSVY3Rpb246NzQwMSBUZ30%3D%7CKG10RpdGxlOiBNSVY3Rpb246NzQwMSBUZ30%3D%7C%7C%7C%7C%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

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Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/LawsGeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20ltt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

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Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity. NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde0e1e9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure
Period Covered by this Report: From _____ To _____

Project No. _____

Grant Amount =	

Match % Required =	
Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc.
Address:
City, State & Zip:

Payment No. _____
Page No. _____

Use additional sheets if needed. Use a "Misc." column if needed.	*Consultant Name*	*Consultant Name*	*Consultant Name*	*Consultant Deductions towards Match, if In-Kind or Grant Fee see below*	
Classification of	**A**	**B**	**C**	**D**	**Total**
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient ☐

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ **Recipient**

_____ **Signature of Authorized Representative** **Date**

_____ **Type or Print Name and Title**

DWI comments

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District F
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0267

Dear Mr. Edwards:

Duplin County Water District F has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $396,856. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

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3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding -- Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
52CD82E9DA9B44F...

Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures:
AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC:
Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mcdavid-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067371)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

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STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District F
PO Box 910
Kenansville, NC 28349

Project Number: **AIA-D-ARP-0267**

Recipient's UEID#: **KZN4GK5262K3**

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐ **Distressed** ☐ **Not Distressed** ☒		**Total Grant Offered**
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	**$ 396,856**
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	
Water System AIA	**Total Financial Assistance Offer:**	**$ 396,856**

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

DocuSigned by: Victor A. D'Amato Signed on behalf of Shadi Eskaf — 4/15/2024
Signature — Date

On Behalf of (Applicant): Duplin County Water District F
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B. Edwards — 5/6/2024
Signature — Date

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STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance, not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.
2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.
3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.
4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.
5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.
6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.
7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.
8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.
9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.
10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Dexter B Edwards
Signature

5/6/2024
Date

RESOLUTION 2024-21

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $396,856 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $396,856.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

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SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Duplin Water District F

DWI Project Number: AIA-D-ARP-0267

☐ Check if Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

DEXTER EDWARDS, CHAIR BOC

(Signature of Authorized Representative)

6·12·24

(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Dupli County Water District F

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0267

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B Edwards, BOCC CHAIR, 6·12·24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred ☐ ____)

Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water_resources_reform_and_development_act_guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ▪ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b)	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,…, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

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NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); …

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

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What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
  - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
  - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

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layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
  - photos
  - maps
  - outputs and summaries of models and/or flow monitoring
  - copies of physical CCTV inspections
  - GIS data layers if applicable
  - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
  - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
  - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

  - Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
  - Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.
- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury_SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

Requirement	Standard Document Name	Description	Location
Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFR6ed1f39f963d4c72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFR4d93f2a98b1f435/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

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Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByChapter/Chapter_14.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334–38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		f. financial records required by program regulations and Uniform Guidance. In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs: a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))

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The Uniform Guidance	2 C.F.R. Part 200 2 C.F.R. Part 1000 Assistance Listing Number 21.027	Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows: • Subpart A, Acronyms and Definitions • Subpart B, General Provisions • Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, 210, & .213 • Subpart D, Post Federal Award Requirements ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4) • Subpart E, Cost Principles • Subpart F, Audit Requirements • 2 C.F.R. Part 25 (Universal Identifier & System for Award Management) • 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information) • 2 C.F.R. Part 180 (Debarment and Suspension)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200 https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000 https://sam.gov/fal/7eecfdef82dc42729a3fdcd449bd62b8/view
Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216.	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317–27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317–27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45ddd4419ad436d

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

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		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 -- Closeout.

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

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New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divanC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxlOjQwIHNlY3Rpb246NzQwMSBIZGl0aW9uQnByZWxpbSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

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Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/Laws/GeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. ○ Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. ○ Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. ○ Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318--27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76ddde9e1e9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.303), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/nceno/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFR6f0932e423d10ba/section-200.503

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure **Project No.** _____

Period Covered by this Report: **From** _____ **To** _____

Grant Amount =		**Match % Required =**	
		Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc.
Address:
City, State & Zip:

Payment No. _____
Page No. _____

Use additional sheets if needed. Use a "Misc." column if needed.	*Consultant Name* A	*Consultant Name* B	*Consultant Name* C	*Consultant Deductions towards Match, if In-Kind or Grant Fee see below* D	Total
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:

The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient. ☐

OR

The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ **Recipient**

_____ **Signature of Authorized Representative** **Date**

_____ **Type or Print Name and Title**

DWI comments

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ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

NORTH CAROLINA
Environmental Quality

April 15, 2024

Mr. Dexter B. Edwards, Chairman, Board of Commissioners
Duplin County Water District G
PO Box 910
Kenansville, NC 28349

SUBJECT: ARPA Funding Offer
Water System AIA
Project No. AIA-D-ARP-0268

Dear Mr. Edwards:

Duplin County Water District G has been approved for funding assistance according to the subject funding offer. This offer is made subject to the Assurances and Conditions set forth in the Offer and Acceptance Document. Enclosed are two (2) copies of an offer-and-acceptance document, extending funding in the amount of $351,976. Funds will not be disbursed unless this offer is accepted.

To ensure the American Rescue Plan Act (ARPA) funds are expended before the federal deadline of December 2026, the Division is requiring execution and return of the enclosed Offer and Acceptance for ARPA Funding agreement **no later than October 31, 2024**. Executed agreements are to be submitted via Laserfiche at the following link: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form.

Please note, this funding offer is being issued before the Division has approved your preliminary project scope. In addition to the items required before the first disbursement, you must submit a preliminary project scope per Division guidance (the AIA Grant Scope Preparation FAQ is attached) and receive the Division's approval before the Division can process the first disbursement request for incurred project costs.

Upon your acceptance, please submit the following items via email at DEQ.DWI.FundingOffer@deq.nc.gov:

1. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARPA Projects. **Please retain the second copy for your files.**

2. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein.

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

3. Sales Tax Certification, if applicable (attached).

4. ARPA Engineering Services Procurement Certification (attached).

5. One (1) copy of all executed service agreements and/or contracts.

Once the subject project has commenced, the enclosed "AIA/MRF Disbursement Request Form" must be completed and submitted with all disbursement requests. You are free to reproduce this form should additional copies be needed. Additional information and template forms can be found on DWI's website under the "I Have Funding – Construction and Disbursement of Funds" page. Disbursement requests should be sent to Tim Baldwin, your Viable Utility Unit Project Manager, via the Laserfiche link provided above. All funding disbursements must be processed **prior to December 31, 2026.**

As a reminder, a document requesting your federal identification number was included with the Letter of Intent to Fund. You must complete and submit this no later than the time when you choose to submit your first request for disbursement.

Attached is the "Water Infrastructure Grants Legal Requirements Quick Reference Guide" which further explains the ARPA funding agreement requirements.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARPA funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this offer package, please contact Tim Baldwin at tim.baldwin@deq.nc.gov or 984-389-0296.

Sincerely,

DocuSigned by:
Victor A. D'Amato
Victor A. D'Amato, PE
Division of Water Infrastructure, NCDEQ

Enclosures: AIA Grant Scope Preparation FAQ
Offer-and-Acceptance Document (two copies)
Water Infrastructure Grants Legal Requirements Quick Reference Guide
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
ARPA Engineering Services Procurement Certification
AIA/MRF Disbursement Request Form

CC: Dexter B. Edwards, dbrinson@duplincountync.gov
Joseph W. McKemey, PE, McDavid Associates, Inc. (Farmville, NC), jwm2@mcdavid-inc.com
Teresa Tripp (via DocuSign)
DWI Administrative Unit (via DocuSign)
Mark Hubbard (via DocuSign)
Tim Baldwin (via DocuSign)
Matthew Rushing, EI (via DocuSign)
DEQ.DWI.FundingOffer@deq.nc.gov
FILE: ARPA (Agreement Number 2000067372)

North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919 707 9160

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STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Duplin County Water District G
PO Box 910
Kenansville, NC 28349

Project Number: AIA-D-ARP-0268

Recipient's UEID#: KZN4GK5262K3

Funding Program

Drinking Water ☒ **Wastewater** ☐ **Both** ☐		**Total Grant Offered**
Distressed ☐ **Not Distressed** ☒		
ARPA Training Grant	☐	
ARPA Asset Inventory & Assessment Grant (AIA)	☒	$ 351,976
ARPA Merger/Regionalization Feasibility Grant (MRF)	☐	
Water System AIA	**Total Financial Assistance Offer:**	$ 351,976

**ARPA-funded projects are exempt from both the grant fee and match requirements.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance.

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina: **Shadi Eskaf, Director, Division of Water Infrastructure**
North Carolina Department of Environmental Quality

DocuSigned by:
Victor A. D'Amato Signed on behalf of Shadi Eskaf — 4/15/2024
Signature — Date

On Behalf of (Applicant): Duplin County Water District G
Name of Representative in Resolution: Dexter B. Edwards
Title (Type or Print): Chairman, Duplin County Board of Commissioners

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Dexter B. Edwards — 5/6/2024
Signature — Date

STANDARD CONDITIONS FOR ARPA GRANTS

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's Final Rule for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the SLFRF Compliance and Reporting Guidance not explicitly referred to in this document and any future requirements implemented by the U.S Treasury.

2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The Recipient shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.

3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants, and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.

4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: http://www.sam.gov. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.

5. Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.

6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt Recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.

7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).

8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31st, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.

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STANDARD ASSURANCES FOR AIA GRANTS

1. The Recipient acknowledges that no disbursements will be made until applicable service agreements or contracts are submitted. The description of work listed on invoices must be included in the scope of work shown on the agreements or contracts.

2. The Recipient is responsible for paying for ineligible project costs as determined by the Division.

3. The Recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three (3) years following completion of the project.

4. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the Recipient's compliance with the Standard Conditions and Assurances of this Award. The Recipient agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute. Requests for disbursements must be made using the Division's disbursement form.

5. All funds provided pursuant to North Carolina General Statute 159G must be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34, as amended. **The Recipient must expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State.** Please note that the State is not a party to any contract(s) and the Recipient is expected to uphold its contract obligations regarding timely payment.

6. The Recipient must provide summaries of project progress every other month during the project or as otherwise directed by the Division.

7. The Recipient must provide a digital copy of the final report in a universally readable format. If a project includes updating or developing a GIS database or shapefiles, at a minimum the current utility service boundaries must be provided as a polygon shapefile, including any service gaps within the boundary.

8. The Recipient must provide an executive level summary of the work performed, any conclusions made, and the next steps to be taken as a result of this work.

9. The Recipient must provide approved minutes or a resolution confirming the final report has been presented to the recipient's governing board.

10. A maximum of 95% of the grant will be paid prior to receipt of the documentation described in Standard Assurance Nos. 7, 8, and 9. After receipt of this documentation, the final disbursement request will be processed.

Acknowledgement of Standard Conditions and Assurances

The Recipient hereby gives assurance to the Department of Environmental Quality that the declarations, assurances, representations, and statements made by the Applicant in the Application; and all documents, amendments, and communications filed with the Department of Environmental Quality by the Applicant in support of its request for financial assistance will be fulfilled.

Signature

5/6/2024
Date

RESOLUTION 2024-22

County of Duplin

Office of the County Commissioners

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

WHEREAS, the North Carolina department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of $351,976 to perform an Asset Inventory and Assessment study detailed in the submitted applications, and

WHEREAS, that Duplin County intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE DUPLIN COUNTY BOARD OF COMMISSIONERS:

That Duplin County does hereby accept the American Rescue Plan (ARP) offer of $351,976.

That Duplin County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Dexter B. Edwards, Chairman of the Duplin County Board of Commissioners, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 6th day of May, 2024.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Clerk to the Board

SALES-TAX REIMBURSEMENT CERTIFICATION FORM
(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Duplin Water District G

DWI Project Number: AIA-D-ARP-0268

☐ Check If Applicant is not a unit of government under North Carolina (NC) law

If Applicant noted above is a Unit of Government in North Carolina, check the applicable box below.

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☑ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will request reimbursement from the NC Department of Revenue (DOR).

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The project includes sales taxes related to the purchase of equipment or the provision of applicable services, and the unit of government will not request reimbursement from the DOR.

☐ The project will not include sales taxes.

(Printed Name and Title of Authorized Representative)

DEXTER EDWARDS, BOCC CHAIR
(Signature of Authorized Representative)

6.12.24
(Date)

NC DEQ Division of Water Infrastructure
Professional Engineering Services Procurement

Section 602(b)(14) of the Clean Water Act requires projects receiving Clean Water State Revolving Fund funding to comply with engineering procurement guidelines. North Carolina Session Law 2021-180 authorizes the Division of Water Infrastructure (Division) to award grant funds from the American Rescue Plan Act (ARPA) State Fiscal Recovery Fund for drinking water, wastewater, and stormwater infrastructure projects. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines.

To comply, you must follow North Carolina General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying Services. You cannot exempt yourself using NCGS 143-64.32. Complete and sign this form and provide the information indicated to ensure that engineering services for your project are eligible for disbursement.

Applicant: Dupli County Water District G

Project Name: ARPA Funding Water System AIA

Division Funding Number: AIA-D-ARP-0268

1) List the basic services being provided: (i.e., planning, design, inspection etc.)
   Rate Evaluation & Report; Short/ Long Term Evaluation Report; GIS Mapping; Map Publication; AIA, Capital Cost, Operating Cost Analyses per DWI Guidelines
2) Describe the method of announcement for the project.
   HUB; Website; Bulletins; EMAIL List; Newspaper
3) List the firms the announcement was discussed with or that proposals were received from in order of quality.
   McDavid & Associates; TRC Engineering
4) Was a contract negotiated with the best qualified firm? ☒ Yes ☐ No (Check one)
   If no, explain why.
   Click or tap here to enter text.

NOTE: Documentation of Qualification-Based-Selection of Engineering Services shall be provided to the Division upon request (to include announcement and qualifications requested).

By signing below, I Dexter B. Edwards, the Authorized Representative designated for this project in the project application, attest that the contract pricing, as seen in the attached contract(s), contains pricing that is fair and reasonable based on scope, complexity, professional nature, and the estimated value of the services being provided and the firm selected, was selected based on their qualifications.

Dexter B. Edwards, BOCC CHAIR, 10.12.24
(signed name, title and date)

(DWI staff use only – Check and initial here if debarment status checked and firm is NOT debarred: ☐ ____)

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Clean Water Act, Section 602(b)(14)	(14) a contract to be carried out using funds directly made available by a capitalization grant under this title for program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services is negotiated under chapter 11 of title 40, United States Code, or an equivalent State qualifications-based requirement (as determined by the Governor of the State). From: water resources reform and development act guidance.pdf (epa.gov) *The requirements of 40 U.S.C. 1101 et seq. are:* • *Public announcement of the solicitation (e.g., a Request for Qualifications);* • *Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation); o Evaluation criteria should be based on demonstrated competence and qualification for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required).* • *Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;* • *Selection of at least three firms considered to be the most highly qualified to provide the services required; and* • *Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;* ▪ *In the event that a contract cannot be negotiated with the most highly qualified firm, negotiation continues in order of qualification.*
Uniform Guidance 2 CFR 200.319(b)	**Competition.** The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
NC General Statute 143-64.31	**Procurement of Architectural, Engineering, and Surveying Services (NC "Mini-Brooks")** …It is the public policy of this State… and Local Governmental Units…. to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services,…, to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. …

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NC General Statute 143-64.32	**NOTE: CWSRF and ARPA funding: NCGS 143-64.32 cannot be used to exempt a local government unit from abiding by NCGS 143-63.31. This is because there is no minimum dollar exemption allowed in the Federal Brooks Act, the Clean Water Act Section 602(b)(14), or 2 CFR 200.319.** **Written exemption of particular contracts.** Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)
21 NCAC 56.0701(f)	SECTION .0700 – RULES OF PROFESSIONAL CONDUCT, adopted in accordance with NC General Statute 89C-20 (Board Rules for Professional Engineers, etc.) (f) A licensee shall solicit or accept work only on the basis of qualifications and: (1) Shall not offer to pay, either directly or indirectly, any commission, political contribution, gift, or other consideration in order to secure work, exclusive of securing salaried positions through employment agencies; (2) Shall compete for employment on the basis of professional qualification and competence to perform the work. The licensee shall not solicit or submit proposals for professional services containing a false, fraudulent, misleading, deceptive or unfair statement or claim regarding the cost, quality or extent of services to be rendered; (3) Shall, with regard to fee bidding on public projects, comply with the provisions of G.S. 143-64.31 et seq., (or for federal projects, the Brooks Act, 40 U.S. Code 541 et seq.) and shall not knowingly cooperate in a violation of any provision of G.S. 143-64.31 et seq. (or of 40 U.S. Code 541 et seq.); ...

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Frequently Asked Questions (FAQ) for Preparing the Preliminary Scopes of Work (Scope) for Asset Inventory and Assessment (AIA) Grants from The Division of Water Infrastructure (Division)

What is a Scope of Work for an AIA project?

- The Division of Water Infrastructure (Division) requires an approved Preliminary Scope of Work (Scope) prior to transmitting the formal Grant Offer to recipients of approved AIA grants (grantees).
- Scopes for AIA projects provide the Division with an overview of the project tasks, costs, timeline, and deliverables/recommendations used to direct disbursements.
- The Scope should be consistent with the activities or services described in the application that will address the challenges experienced by the utility. The scope should be consistent with the scope of work to which the grantee will agree to in an engineering contract.

How do I submit my AIA Scope?

- Scopes should be submitted by the grantee (not the consultant) via the Division's online portal to the Division's project manager identified in the project's Letter of Intent to Fund (LOIF), by the date indicated in the milestone schedule. Reference the Division's Project Number provided in the LOIF.
  - Form to upload documents: https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form
- The grantee's Authorized Representative (not the consultant) may request a modest extension of the submittal date via an email or letter on appropriate letterhead, sent to the Division's project manager. The request must include a justification for the delay and propose a new date for submitting the Scope.
- Prior to submitting your scope, contact your Division project manager regarding any anticipated changes to the project as described in the application.

What does DWI require in an AIA Scope?

- Scopes must be consistent with the project described in the approved funding application, including the budget and challenges described in the application narrative.
- Scopes must contain the following:
  - Anticipated activities and/or services to be performed during the AIA project
  - A concise narrative describing how each project activity addresses the challenges in the approved AIA application
  - The budget for each project activity
  - A schedule for completing the project within 24 months of the Letter of Intent to Fund
  - The deliverables to be produced for the project, including GIS shape files as applicable to the project

What are eligible AIA project Activities?

- Project activities should adhere to the Division's "Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses" document, which primarily serves to help guide engineers and consultants during an AIA project. The latest version is posted to the Division's website (here).
- Regardless of eligibility, if the project includes activities NOT covered by the AIA grant, the Scope budget must distinguish (a) the activities (or a portion thereof) that will be funded by the AIA grant from (b) the activities (or a portion thereof) that will be funded outside of the AIA grant.
    - For example, a $200,000 AIA project may receive $150,000 in Division AIA grant funding. The budget table in the Scope should show one column for the costs and activities covered by the AIA grant (totaling $150,000) and a separate column for the costs to be covered by the other funding source (totaling the remaining $50,000), and also provide the source of the non-Division funding (i.e., local cash, USDA grant, etc.).
- If equipment is an integral part of your project, contact your Division project manager prior to submitting the scope.
    - Eligible equipment costs (tablets, computers, and asset management equipment) must comprise no more than 10 percent of the grant AND must be justified in the scope.
- If access to software is an integral part of your project, the initial purchase and/or subscription is eligible, but the renewal of software subscription is not eligible.

What is required for the Scope narrative?

- The Scope narrative should consist of a succinct discussion of each task. The description should explain how the tasks relate to the challenges and benefits identified in the application.
- Reference any applicable historic asset management work and describe how the proposed project Scope builds upon those past asset management efforts.
- Specify that any GIS data delivered to the grantee will be provided in a format they can easily and readily update with current resources, and clearly identify the owner of the data.
- Remember, the application was funded based on the specific needs of the system and proposed benefits of the AIA project.

What is required for the project schedule?

- The project schedule must show the anticipated start and end dates for each project activity.
- The final project completion date must be within 24 months of the date the Letter of Intent to Fund is sent to the applicant (this language is in the Letter of Intent to Fund). Typically, the Grant Offer will be issued within one month of scope approval.
- Specify that DWI will be copied on draft and final deliverables, including the appropriate GIS data

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layers that show a complete service area boundary, including gaps within those boundaries.

- Provide regular (no less frequent than every other month unless otherwise directed by the Division) updates, preferably with the submittal of disbursement requests.

What makes up the Deliverable?

- The deliverable consists of the documents produced by the planning project. The documents may include, but are not limited to:
    - photos
    - maps
    - outputs and summaries of models and/or flow monitoring
    - copies of physical CCTV inspections
    - GIS data layers if applicable
    - Findings, recommendations, and/or conclusions
- Scopes must specify that both the draft and final deliverables will be submitted to the Division for review and approval prior to processing the final disbursement request.

What deliverables must be submitted to the Division?

- At the end of the AIA project, the grantee must submit to the Division a copy of the deliverable/report, an executive summary, and either:
    - A copy of the board meeting minutes where the report/recommendations were presented and the minutes of the subsequent board meeting showing adoption of the previous meeting's minutes, or
    - A resolution passed by the governing board adopting the findings/recommendations/conclusions presented in the report, including Capital Improvement Plans and adjoining rate studies as appropriate.
- The final report must be approved by the Division prior to final disbursement of the grant funds.
- For projects that develop a new or update an existing GIS database, GIS shapefiles and databases must be submitted to Division staff upon completion of the project. The shapefile should include the appropriate GIS data layers that show a complete service area boundary, including gaps within those boundaries, most commonly in the following file formats: .shp, .shx, and .dbf.
- Note that the data gathered during the Division-funded project is the property of the grantee; exceptions to grantee ownership of project deliverables, including incorporation of data into proprietary software, must be clarified in the scope.

What if my Local Government Unit (Unit) has been designated Distressed?

- Distressed Units are required to complete the activities established in NCGS §159G-45(b), and an AIA grant provides funding to fulfill some of those requirements.
- Remember, project activities should adhere to the Division's guidance document.
- Distressed Units are required to complete short-term and long-term plans for infrastructure

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repair, maintenance, and management, of which a complete AMP and 10-year CIP are integral parts. AIA projects for distressed units must either:

- Result in a complete Asset Management Plan (AMP) including at least a 10-year Capital Improvement Plan (CIP), or
- Establish the basis of an AMP and a timeline for fulfilling all the activities required of distressed units.

- In general, a complete AMP consists of:
  - List of assets/asset registry
  - Spatial database/GIS map
  - A risk-based condition assessment of all water and/or wastewater assets
  - Minimum 10-year Capital Improvement Plan
  - Recommended schedule and plan for Operation, Maintenance and Rehabilitation/Replacement, including time/cost estimates for annual budgeting
  - Staffing plan to implement AMP/CIP, as needed
  - Rate study (minimum 5-year rate programming to address CIP)
- As stated in the LOIF for the AIA project, contact your Division project manager prior to creating the Scope to discuss how this project helps the Distressed Unit fulfill the statutory requirements in §159G-45(b) and make progress toward de-designation.
- For Distressed Units with an approved or draft Short-Term Action Plan as a result of meeting with Division staff, reference the action items identified in the plan in the project Scope.

Suggested Scope Format (Adobe PDF or other non-editable format)

Section 1 – Reference: Contact information for the grantee, contact information for the consultant, project name as listed in the application and the LOIF, funding cycle, etc.

Section 2 – Narrative: A concise narrative description of the Scope, referencing any applicable historic asset management efforts, describing how the proposed Scope builds on past efforts, and connecting the challenges described in the application with the main project activities.

Section 3 – Itemized Tasks: A description, cost, and schedule/timeline of each main project activity, detailed enough that the Division can determine the tasks that will be accomplished during the project, the resulting deliverable, and what is/is not eligible for disbursement.

Section 4 – Deliverables: A summary of the anticipated documents and plans to be created during the project with milestones, including a timeline for the Division to approve the draft and final deliverables, detailed enough that the Division can determine that the grantee will meet the funding requirements.

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Department of Environmental Quality
Division of Water Infrastructure

WATER INFRASTRUCTURE GRANTS LEGAL REQUIREMENTS QUICK REFERENCE GUIDE



DEQ
NORTH CAROLINA
Department of Environmental Quality

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Preface

Subrecipients received funds from the North Carolina Department of Environmental Quality (DEQ) in the form of subawards, the purpose of which was to carry out a portion of NC DEQ's American Rescue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) grant program in accordance with the applicable law.

As such, Subrecipients must carry out the responsibilities of their subawards in accordance with Section 602 of the Social Security Act (as added by section 9901(a) of the American Rescue Plan Act of 2021), 31 C.F.R. Part 35 (U.S. Treasury's "Final Rule"), as well as any guidance provided by U.S. Treasury including, but not limited to, the CSLFRF Compliance and Reporting Guidance and U.S. Treasury's SLFRF Final Rule Frequently Asked Questions. Subrecipients must also comply with the applicable provisions of 2 C.F.R. Part 200 (the "Uniform Guidance"), as implemented by the U.S. Treasury under 2 C.F.R. Part 1000, and as set forth in the CSLFRF Assistance Listing 21.027.

In addition to the federal requirements for ARPA/SFRF subawards, subrecipients must also comply with applicable state laws and regulations. For the most current guidance from Treasury, please see US Department of Treasury SLFRF.

Pursuant to its responsibilities as a pass-through entity for federal financial assistance, NC DEQ created this document to serve as a quick reference guide regarding the requirements applicable to subrecipients. Subrecipients are responsible for properly complying with all applicable federal, state, and local requirements as they carry out their duties under their subawards.

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Pre-Award Costs	2 C.F.R. § 200.458	Pre-award costs as defined in 2 C.F.R. § 200.458, which includes costs incurred prior to the Federal Award Date of March 3, 2021, may not be paid with funding from this award. Per U.S. Treasury guidance, pre-project development costs that are tied to or reasonably expected to lead to an eligible capital expenditure, such as pre-project planning or engineering costs, are reimbursable under this program and not considered prohibited pre-award costs.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRedf139f2b3d4e72/section-200.458 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #5)
Period of Performance	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories U.S. Treasury Obligation Interim Final Rule	The period of performance for ARPA/SFRF awards begins on March 3, 2021 and ends on December 31, 2026. All ARPA/SFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026. Per U.S. Treasury guidance in its 2023 Obligation Interim Final Rule, the obligation deadline does not apply to subrecipient. Subrecipients are not required to obligate their ARPA/SFRF funds by December 31, 2024, however, they are still subject to the expenditure deadline of December 31, 2026. All funds that are not expended by December 31, 2026, must be returned to U.S. Treasury.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #2) https://home.treasury.gov/system/files/136/Obligation_Interim_Final_Rule_2023.pdf
Indirect Costs	2 C.F.R. § 200.414(f) U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients are permitted to charge both direct and indirect costs to their subaward as administrative costs. If a subrecipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then they may use their current NICRA. Subrecipients who wish to use their NICRA will need to send a copy of it to NC DEQ. If a subrecipient does not have a NICRA, they may use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 C.F.R. § 200.414(f).	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRd933f2a98b1f643/section-200.414 https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #6)

Conflicts of Interest	2 C.F.R. § 200.112 2 C.F.R. § 200.318(c) N.C. Gen. Stat. § 14-234 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients are required to maintain a conflict-of-interest policy consistent with 2 C.F.R. § 200.318(c) and, if applicable, N.C. Gen. Stat. § 14-234. The conflict-of-interest policy will be applicable to each activity funded under their ARPA/SFRF subaward. Subrecipients who are neither local government units nor public authorities will be required to provide a copy of their conflict-of-interest policy for management employees and their governance body to NC DEQ. Per 2 C.F.R. § 200.112, subrecipients will also need to disclose in writing to NC DEQ any potential conflicts of interest affecting the awarded funds.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-B/section-200.112 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.318 https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-234.html https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See Term #8)
Publications	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	If a subrecipient produces a publication using funds from their ARPA subaward, they must display the following language: "This project is being (or was) supported, in whole or in part, by Coronavirus State and Local Recovery Funds, federal award SLFRP0129, awarded to the State of North Carolina by the U.S. Department of Treasury." This requirement is contained in the terms and conditions of NC DEQ's award agreement with U.S. Treasury	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #13)
Maintenance of and Access to Records	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories 2 C.F.R. §§ 200.334–38	Pursuant to the terms and conditions of NC DEQ's award agreement with U.S. Treasury and the relevant Uniform Guidance requirements, subrecipients must preserve and provide access to their programmatic and financial records related to their ARPA-funded projects, including: a. records providing a full description of each activity undertaken; b. records demonstrating that each activity undertaken meets the objectives of the federal program and state appropriation and related documentation; c. records required to determine the allowability of costs; d. records required to document the acquisition, improvement, use or disposition of real property acquired or improved with the assistance; e. records documenting compliance with federal and local laws; and	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #4) https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR4acc10e7e3b676f

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		f. financial records required by program regulations and Uniform Guidance. In accordance with the terms and conditions of NC DEQ's award agreement with U.S. Treasury, subrecipients will be required to maintain records for at least five years after all funds have been expended or returned to U.S. Treasury, whichever is longest. Subrecipients will be required to make all records, books, papers, and other documents that relate to their ARPA subaward available at all reasonable times for inspection, review, and audit by the authorized representatives of NC DEQ, the North Carolina State Auditor, U.S. Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office.	
Nondiscrimination	U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	Subrecipients of ARPA/SFRF funding are subject to the following laws and regulations that prohibit discrimination in federal financial assistance programs: a. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 22. b. The Fair Housing Act and Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601). c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794). d. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101), and U.S. Treasury's implementing regulations, 31 C.F.R. Part 23. e. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. § 12101). The above require that no person shall, on the basis of race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program for which subrecipients receive ARPA/SFRF funding. The above also require that subrecipients adopt and enact nondiscrimination policies consistent with those requirements.	https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #9(c))

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

The Uniform Guidance	2 C.F.R. Part 200
	
	2 C.F.R. Part 1000
	
	Assistance Listing Number 21.027
		Subrecipients are responsible for complying with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as adopted by U.S. Treasury in its implementing regulations, 2 C.F.R. Part 1000, and as set forth in the SLFRF Assistance Listing (ALN 21.027). The Uniform Guidance provisions that apply to ARPA/SFRF subawards are as follows:
		• Subpart A, Acronyms and Definitions
		• Subpart B, General Provisions
		• Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards
		  ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.204, .205, .210, & .213
		• Subpart D, Post Federal Award Requirements
		  ○ The following do not apply to SLFRF funds: 2 C.F.R. §§ 200.305(b)(8) & (9), .308, .309, & .320(c)(4)
		• Subpart E, Cost Principles
		• Subpart F, Audit Requirements
		• 2 C.F.R. Part 25 (Universal Identifier & System for Award Management)
		• 2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information)
		• 2 C.F.R. Part 180 (Debarment and Suspension)
			https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200
			
			https://www.ecfr.gov/current/title-2/subtitle-B/chapter-X/part-1000
			
			https://sam.gov/fal/7cecfdef62dc42729a3fdcd449bd62b8/view

Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment	2 CFR § 200.216.	Pursuant to 2 C.F.R. § 200.216, subrecipients cannot obligate or expend ARPA funds to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services (as described in Public Law 115-232, Section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.216
Procurement	N.C. Gen. Stat. § 143-64.31 N.C. Gen. Stat. § 143-64.32 2 C.F.R. §§ 200.317–27	Subrecipients are subject to applicable state procurement requirements while carrying out the federal award, including N.C. Gen. Stat. § 143-64.31, Article 3D (Procurement of Architectural, Engineering, and Surveying (A/E) Services). N.C. Gen. Stat. § 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. In addition to state procurement requirements, subrecipients are subject to the Uniform Guidance procurement provisions as contained in 2 C.F.R. §§ 200.317–27. Consistent with these requirements, subrecipients are required to adopt and enact their own internal procurement procedures. Standards for those	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_143/Article_3D.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200#subject-group-ECFR45dd4419ad436d

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		procedures include, but are not limited to, the following: a. All procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 C.F.R. § 200.320(c)(1), (2), (3), and (5), which allows for non-competitive procurements only if either (1) the item is below the micro-purchase threshold; (2) the item is only available from a single source; (3) the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or (4) after solicitation of a number of sources, competition is determined inadequate. b. Subrecipients must maintain oversight to ensure that their contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. c. Pursuant to 2 C.F.R. § 200.321, subrecipients must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. d. Subrecipients must "maintain records sufficient to detail the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price." 2 C.F.R. § 200.318(i).	
Mandatory Contract Provisions	2 C.F.R. § 200.327 2 C.F.R. Part 200, Appendix II U.S. Treasury Final Rule FAQ	Under 2 C.F.R. § 200.327, subrecipients are required to include certain contract provisions in their agreements with contractors and subcontractors to carry out the work required for their ARPA subaward. These may include but are not limited to provisions concerning: • Administrative, contractual, or legal remedies where contractors violate or breach contract terms • Termination of the contract for cause and for convenience, including the manner by which it will be effected and the basis for settlement. • Equal Employment Opportunity • Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708) • Procurement of Recovered Materials (2 C.F.R. § 200.323) • Domestic Preferences for Procurement (2 C.F.R. § 200.322) • Prohibition on certain telecommunications and video surveillance services or equipment (2 C.F.R. § 200.216)	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45dd4419ad436d/section-200.327 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/appendix-Appendix%20II%20to%20Part%20200 https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf (See section #6.15)

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

		• Debarment and Suspension (Executive Orders 12549 and 12689) • Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) • Clean Air Act and the Federal Water Pollution Control Act (42 U.S.C. 7401–7671q and 33 U.S.C. 1251–1387) Per U.S. Treasury guidance in the SLFRF Final Rule FAQ, Davis-Bacon Act requirements do not apply to projects funded solely with ARPA/SFRF funds. Such projects will not have to include a provision regarding the Davis-Bacon Act in their agreements with contractors or subcontractors that may otherwise be required under 2 C.F.R. § 200.327.	
Equipment & Property Management	2 C.F.R. §§ 200.310–16	All real property acquired or improved, and equipment or supplies purchased in whole or in part with ARPA funds must be used, insured, managed, and disposed of in accordance with 2 C.F.R. §§ 200.310–16.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D
Closeout	2 C.F.R. § 200.344	Closeout must comply with applicable requirements of 2 C.F.R. § 200.344, including the requirement that subrecipients must, no later than ninety (90) calendar days after the end of the period of performance, submit to NC DEQ all required financial, performance, and other reports. Subrecipients must also promptly refund any unobligated cash that they are not authorized to retain for use in other projects. Completion of closeout does not release subrecipients from their obligations under state and federal compliance, legal, and regulatory requirements. Subrecipients will continue to be subject to post-closeout adjustments and continuing responsibilities in accordance with 2 C.F.R. § 200.345.	eCFR :: 2 CFR 200.344 -- Closeout.

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Universal Identifier and System for Award Management (SAM)	2 C.F.R. Part 25	In accordance with 2 C.F.R. Part 25, subrecipients are required to obtain, and provide to NC DEQ, a Unique Entity Identifier assigned by the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-25
Debarment & Suspension	2 C.F.R. Part 180 31 C.F.R. Part 19	In accordance with 2 C.F.R. Part 180, and U.S. Treasury's implementing regulations at 31 C.F.R. Part 19, subawards may not be issued to anyone listed on the governmentwide exclusions in the SAM.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-180 https://www.ecfr.gov/current/title-31/subtitle-A/part-19
FFATA Required Executive Compensation Information	2 C.F.R. Part 170	Subrecipients will be required to provide NC DEQ with information sufficient to allow us to meet our reporting obligations under the Federal Funds Accountability and Transparency Act (FFATA), which requires public disclosure of executive compensation in certain federally funded organizations. NC DEQ will be required to report the names and total compensation of each of Subrecipient's five most highly compensated executives for the preceding completed fiscal year, if: 1) In Subrecipient's preceding fiscal year, the subgrantee received: i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and ii. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards) 2) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170

		compensation filings at http://www.sec.gov/answers/execomp.htm).	
New Restrictions on Lobbying	31 C.F.R. Part 21	Subrecipients are subject to the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, subrecipients cannot use federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipients will be required to submit a certification in writing that they have not made, and will not make, any payments prohibited under these requirements. NC DEQ will provide the necessary certification form.	https://www.ecfr.gov/current/title-31/subtitle-A/part-21
Uniform Relocation and Real Property Acquisition Policies Act	42 U.S.C. §§ 4601–55	Any acquisition of real property by a subrecipient using ARPA funds must comply with the applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (42 U.S.C. §§ 4601–55), as amended. Subrecipients will have to certify in writing that they have or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project. NC DEQ will provide the necessary certification form.	https://uscode.house.gov/view.xhtml?path=/prelim%40title42/chapter61&edition=prelim

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U.S. Treasury Wage and Labor Requirements	U.S. Treasury SLFRF Compliance & Reporting Guidance	Projects with a total cost of $10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Subrecipients can either certify meeting the requirements or provide plans and reports as the SLFRF Compliance and Reporting Guidance specifies.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf (See page 31)
Whistleblower Protections	41 U.S.C. § 4712 U.S. Treasury CSFRF Financial Assistance Agreement – States & Territories	These protections require subrecipients to: inform employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform employees in writing of employee whistleblower protections under 41 U.S.C. § 4712 in the predominant native language of the workforce; and include such requirements in any agreement made with subcontractors or subgrantees.	https://www.govinfo.gov/app/details/USCODE-2022-title41/USCODE-2022-title41-subtitleI-divsnC-chap47-sec4712 https://uscode.house.gov/view.xhtml?req=(title:41%20section:4712%20edition:prelim) https://home.treasury.gov/system/files/136/Financial-Assistance-Agreement-States-and-Territories.pdf (See term #16)
Clean Air Act & Federal Water Pollution Control Act	Clean Air Act (42 U.S.C. 7401–7671q) Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387).	For subawards in excess of $150,000, subrecipients are required to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401–7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. §§ 1251–1387).	https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title42-chapter85&saved=%7CKHRpdGxlOjOyIHNtY3Rpb246N2QwMSBfZH0aW9uOnBvZWxpbSk%3D%7C%7C%7C0%7Cfalse%7Cprelim&edition=prelim https://uscode.house.gov/view.xhtml?path=/prelim@title33/chapter26&edition=prelim
Governmentwide Requirements for Drug-Free Workplace	Drug-Free Workplace Act of 1988 (41 U.S.C. 701 et seq., as amended) 31 C.F.R. Part 20	ARPA/SFRF subrecipients are subject to the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701, as amended) that apply to grants and other financial assistance awards, as well as U.S. Treasury's implementing regulations, 31 C.F.R. Part 20.	https://uscode.house.gov/view.xhtml?req=granuleid:USC-2000-title41-section701&num=0&edition=2000 https://www.ecfr.gov/current/title-31/subtitle-A/part-20

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

Hatch Act	Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28)	ARPA/SFRF subrecipients are subject to the applicable requirements of the Hatch Act (5 U.S.C. §§ 1501–08 and 7324–28), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.	https://uscode.house.gov/view.xhtml?path=/prelim@title5/part2/chapter15&edition=prelim https://uscode.house.gov/view.xhtml?req=granuleid%3AUSC-prelim-title5-chapter73&edition=prelim
Other State Requirements	N.C. General Statutes Chapters 159, 159G, 143C 09 N.C. Admin. Code 03M	Use of these funds is subject to applicable state laws and regulations including, but not limited to, N.C. General Statutes Chapters 159 (Local Government Finance) and 159G (Water Infrastructure). Subrecipients who are neither local government units nor public authorities must also comply with applicable requirements of the State Budget Act and Title 09, Subchapter 03M of the N.C. Administrative Code.	https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByChapter/Chapter_159.pdf https://www.ncleg.gov/enactedlegislation/statutes/html/bychapter/chapter_159g.html https://www.ncleg.gov/LawsGeneralStatuteSections/Chapter143C http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%20m/subchapter%20m%20rules.pdf
Distressed Units	N.C. Gen. Stat. § 159G-45(b).	Local government units designated as distressed must complete associated requirements of N.C. Gen. Stat. §159G-45(b).	https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/BySection/Chapter_159G/GS_159G-45.pdf

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Subrecipient Monitoring and Management	2 C.F.R. §§ 200.331–33 NC DEQ's Subaward and Monitoring Policy	Pursuant to 2 C.F.R. §§ 200.331–33, subrecipients will be subject to monitoring and management by the pass-through entity, NC DEQ. NC DEQ will monitor, evaluate, and provide guidance and direction to subrecipients as they carry out project activities. NC DEQ is required by U.S. Treasury to determine whether subrecipients have spent funds in accordance with applicable laws, regulations, and agreements and will monitor subrecipients' activities to ensure they have met such requirements. If deficiencies are found, subrecipients may be asked to take corrective action. The type and degree of monitoring activities depends on the results of the Subrecipient Risk Assessment. Subrecipients are subject to the following procurement monitoring activities by NC DEQ: • NC DEQ review of solicitations. o Except for micro-purchases made pursuant to 2 C.F.R. § 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. § 200.320(a)(2), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the applicable solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any solicitation for compliance with applicable procurement standards. • NC DEQ review of contracts. o Except for micro-purchases pursuant to 2 C.F.R. § 200.320(a), if a subrecipient wishes to enter into a contract to carry out an approved activity under their subaward, then the subrecipient will have to send NC DEQ a copy of the written contract prior to contract execution. o Consistent with 2 C.F.R. § 200.325, NC DEQ may review any unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§ 200.318–27 as well as 2 C.F.R. § 200.327.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.331 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.332 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR031321e29ac5bbd/section-200.333

Water Infrastructure Grants Legal Requirements Quick Reference Guide_v0.1

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Interventions	2 C.F.R. § 200.208 2 C.F.R. § 200.339	If NC DEQ determines that a subrecipient is not in compliance with procurement requirements, NC DEQ may initiate an intervention, in accordance with 2 C.F.R. § 200.208 and 2 C.F.R. § 200.339. The degree of a subrecipient's performance or compliance deficiency will determine the degree of intervention.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-C/section-200.208 https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR86b76dde9e1e9dc
Reporting Requirements	U.S. Treasury Compliance and Reporting Guidance N.C. Sess. L. 2021-180 NC DEQ Subaward Monitoring Plan	Subrecipients are required to send NC DEQ reports and back-up data, including reports which enable NC DEQ to meet its own reporting obligations to U.S. Treasury and as otherwise required by state law. The frequency of reporting will be consistent with the DEQ Subrecipient Monitoring Plan.	https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf https://www.ncleg.gov/enactedlegislation/sessionlaws/html/2021-2022/sl2021-180.html
Audit Requirements	2 C.F.R. Part 200, Subpart F 09 NCAC 03M .0205(a)(3) and (b)(4) 2 C.F.R. § 200.503	Subrecipients that expend more than $750,000 in federal awards during their fiscal year, with the exception of local governments who choose to undergo an Alternative Compliance Examination Engagement, will be subject to an audit under the Single Audit Act and 2 C.F.R. Part 200, Subpart F. Subrecipients that receive less than $750,000 in federal awards during their fiscal year are exempt from federal audit requirements (except as noted in 2 C.F.R. § 200.503), but may still be subject to state audit requirements as discussed below. Subrecipients exempt from federal audit requirements are still required to retain and provide records for review or audit upon request by the federal agency, the state, or the Government Accountability Office. Subrecipients who are neither local governments nor public authorities and receive $500,000 or more in state financial assistance using federal funds are required to provide a single or program-specific audit to the Department of the State Treasurer, or to NC DEQ upon request pursuant to 09 N.C. Admin. Code 03M.0205(a)(3) and (b)(4). Subrecipient local governments and public authorities who expend $500,000 or more in state financial assistance are also required to have a single audit performed pursuant to N.C. Gen. Stat. § 159-34.	https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F https://files.nc.gov/ncgov/documents/files/ncpro/XX-XX-Attachment-B-09-NCAC-03M.pdf https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F/subject-group-ECFRfd0932e473d10ba/section-200.503

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AIA/MRF DISBURSEMENT REQUEST FORM

Division of Water Infrastructure **Project No.** _____

Period Covered by this Report: **From** _____ **To** _____

Grant Amount =		**Match % Required =**	
		Match amount =	$ -

Match and Grant Fee are N/A for ARPA funded projects

Recipient Organization
Name: Town, City or County etc. **Payment No.** _____
Address: **Page No.** _____
City, State & Zip:

Use additional sheets if needed Use a "Misc." column if needed	*Consultant Name*	*Consultant Name*	*Consultant Name*	*Consultant Deductions towards Match, if In-Kind or Grant Fee see below*	
Classification of	**A**	**B**	**C**	**D**	**Total**
Cumulative Totals					$ -
					$ -
					$ -
					$ -
					$ -
Total Cumulative to date	$ -	$ -	$ -	$ -	$ -
Previously Received					$ -
Amount Requested	$ -	$ -	$ -	$ -	$ -
				No Match	
In-Kind Contribution					
Grant Fee					
Total Match *				$ -	
Percent Complete					

Certification

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with terms of the project and that this request represents the monies due which have not been previously received and that an inspection has been performed and all work is in accordance with the terms and conditions of the award.

You must check ONE of the boxes below or your payment will not be processed:
The funds requested above have already been paid to the respective vendors, consultants & contractors by the award recipient. ☐
OR
The funds requested above have not been paid to the respective vendors, consultants & contractors. Funds received from the State will be disbursed to these entities within three (3) banking days. ☐

_____ _____
Recipient **Signature of Authorized Representative** **Date**

_____
Type or Print Name and Title

DWI comments

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2024 10 248 BUA 04/12/2024 04/12/2024 050624 bianca.pineda 1 N HIST 2024

LN	ORG	OBJECT	PROJ	FY1	PER1	REF1	FUND DESCRIPTION / ACCOUNT DESCRIPTION	DEBITS	CREDITS
1	5600	41860					WORKERS COMPENSATION		927.84
2	5608	41860					WORKERS COMPENSATION		16.00
3	5608	41990					PROFESSIONAL SERVICES		100.00
4	5608	43110					TRAVEL		300.00
5	5951	41860					WORKERS COMPENSATION		900.00
6	5950	41860					WORKERS COMPENSATION		150.00
7	5600	42100					HOUSEKEEPING	350.00	
8	5600	43510					REPAIRS BUILDING AND GROUNDS	400.00	
9	5600	44500					INSURANCE AND BONDS	52.84	
10	5600	42200					FOOD	125.00	
11	5608	40121					SALARIES	208.00	
12	5608	40181					SOCIAL SECURITY	16.00	
13	5608	40182					RETIREMENT	27.00	
14	5608	42600					OFFICE SUPPLIES	169.00	
15	5951	43530					REPAIRS VEHICLES	300.00	
16	5951	41978					CATERER	600.00	
17	5950	41978					CATERER	150.00	
							JOURNAL TOTAL	2,900	2,900

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2024 10 248 BUA 04/12/2024 04/12/2024 050624 bianca.pineda 1 N HIST 2024

LN	ORG	OBJECT	PROJ	FY1	PER1	REF1	FUND DESCRIPTION / ACCOUNT DESCRIPTION	DEBITS	CREDITS

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2024 10 248 BUA 04/12/2024 04/12/2024 050624 bianca.pineda 1 N HIST 2024

LN	ORG	OBJECT	PROJ	FY1	PER1	REF1	FUND DESCRIPTION / ACCOUNT DESCRIPTION	DEBITS	CREDITS
1	4930	41060					CONSTRUCTION		1,250.00
2	4930	41979					ADMINISTRATION	1,250.00	
							JOURNAL TOTAL	1,250	1,250

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2024 10 248 BUA 04/12/2024 04/12/2024 050624 bianca.pineda 1 N HIST 2024

LN	ORG	OBJECT	PROJ	FY1	PER1	REF1	FUND DESCRIPTION / ACCOUNT DESCRIPTION	DEBITS	CREDITS
1	4910	43110					TRAVEL		500.00
2	4910	43910					ADVERTISING	500.00	
							JOURNAL TOTAL	500	500

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2024 10 286 BUA 04/15/2024 04/15/2024 050624 bianca.pineda 1 N HIST 2024

LN	ORG	OBJECT	PROJ	FY1	PER1	REF1	FUND DESCRIPTION / ACCOUNT DESCRIPTION	DEBITS	CREDITS
1	4957	43120					TRAVEL		.48
2	4957	40181					SOCIAL SECURITY		.92
3	4957	42600					OFFICE SUPPLIES		45.26
4	4957	40121					SALARIES		14.51
5	4957	42361					EDUCATIONAL SUPPLIES	60.27	
							JOURNAL TOTAL	61	61

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	287	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	SRC	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT
1	4530	43110				T	TRAVEL		600.00
2	4530	42100				T	HOUSEKEEPING	200.00	
3	4530	42120				T	UNIFORMS	200.00	
4	4530	43210				T	TELEPHONE	200.00	
							JOURNAL TOTAL	600.00	600.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	288	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	SRC	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT
1	5164	42410				T	PHARMACY		500.00
2	5129	43540				T	SOFTWARE MAINTENANCE	100.00	
3	5151	43540				T	SOFTWARE MAINTENANCE	100.00	
4	5163	43540				T	SOFTWARE MAINTENANCE	100.00	
5	5164	43540				T	SOFTWARE MAINTENANCE	100.00	
6	5167	43540				T	SOFTWARE MAINTENANCE	100.00	
							JOURNAL TOTAL	500.00	500.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	289	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	SRC	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT
1	4948	42100				T	HOUSEKEEPING		20.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	289	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	SRC	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT
2	4948	43300				T	UTILITIES		5.00
3	4950	44910				T	DUES AND SUBSCRIPTIONS		109.34
4	4950	42600				T	OFFICE SUPPLIES		200.00
5	4948	43940				T	CLEANING SERVICE	25.00	
6	4950	41700				T	BOARD EXPENSE	309.34	
							JOURNAL TOTAL	334.34	334.34

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	290	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	SRC	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT
1	4950	43510				T	REPAIRS BUILDING AND GROUNDS		900.00
2	4948	42980				T	PROGRAM SUPPLIES	150.00	
3	4948	43510				T	REPAIRS BUILDING AND GROUNDS	450.00	
4	4950	43940				T	CLEANING SERVICE	300.00	
							JOURNAL TOTAL	900.00	900.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	291	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	SRC	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT
1	4314	43210				T	TELEPHONE		1,025.00
2	4314	43210				T	TELEPHONE		1,145.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	291	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
3	4314	43110				T	TRAVEL		1,000.00
4	4314	43150				T	OFFICE PHONES	1,025.00	
5	4314	43170				T	ROLLOVER LINES(1825 & 1904)	1,145.00	
6	4314	42100				T	HOUSEKEEPING	1,000.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	292	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
1	6110	43520				T	REPAIRS & MAINTENANCE EQUIPME		500.00
2	6110	43520				T	REPAIRS & MAINTENANCE EQUIPME		3,098.39
3	6110	45600				T	BOOKS		1,000.00
4	6110	43222				T	TELEPHONE ELECTRONIC ACCESS	500.00	
5	6110	44500				T	INSURANCE AND BONDS	3,098.39	
6	6110	42980				T	PROGRAM SUPPLIES	1,000.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	293	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
1	5114	42370				T	INJECTABLES		2,000.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	293	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
2	5163	42013				T	LAB PROCESSING	2,000.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	299	BUA	04/15/2024	04/15/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
1	5950	41964				T	VOLUNTEER TRAINING & RECOGNITI		1,500.00
2	5950	40121				T	SALARIES		1,500.00
3	5950	41978				T	CATERER	1,500.00	
4	5951	41964				T	VOLUNTEER TRAINING & RECOGNITI	1,500.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	376	BUA	04/17/2024	04/17/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
1	4170	43250				T	POSTAGE		2,500.00
2	4170	42200				T	FOOD		1,527.12
3	4170	43110				T	TRAVEL	2,000.00	
4	4170	44300				T	RENT	500.00	
5	4170	43490				T	BALLOT SUPPLIES	1,527.12	
							** JOURNAL TOTAL	0.00	0.00

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	377	BUA	04/17/2024	04/17/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	6110	45600				T	BOOKS		8,000.00
2	6110	42600				T	OFFICE SUPPLIES	8,000.00	
							JOURNAL TOTAL	8,000.00	8,000.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	382	BUA	04/17/2024	04/17/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4250	42600				T	OFFICE SUPPLIES		200.00
2	4250	42100				T	HOUSEKEEPING		50.00
3	4250	41860				T	WORKERS COMPENSATION	200.00	
4	4250	43250				T	POSTAGE	50.00	
							JOURNAL TOTAL	250.00	250.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	395	BUA	04/17/2024	04/17/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4520	40121				T	SALARIES		7,705.00
2	4520	42490				T	VEHICLE SUPPLIES	2,091.00	
3	4520	44910				T	DUES AND SUBSCRIPTIONS	14.00	
4	4520	43300				T	UTILITIES	1,800.00	
5	4520	43910				T	MARKETING	1,300.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	395	BUA	04/17/2024	04/17/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
6	4520	41990				T	PROFESSIONAL SERVICES	2,500.00	
							JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	418	BUA	04/17/2024	04/17/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4991	40183				T	HOSPITAL INSURANCE		31.59
2	4991	40121				T	SALARIES	31.58	
3	4991	40181				T	SOCIAL SECURITY	.01	
							JOURNAL TOTAL	31.59	31.59

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	450	BUA	04/18/2024	04/18/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5176	41990				T	PROFESSIONAL SERVICES		7,654.00
2	5176	43110				T	TRAVEL	7,654.00	
							JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	451	BUA	04/18/2024	04/18/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	451	BUA	04/18/2024	04/18/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	4170	43520				T				5,000.00
2	4170	43490				T	REPAIRS & MAINTENANCE EQUIPME BALLOT SUPPLIES		5,000.00	
							** JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	454	BUA	04/18/2024	04/18/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	5110	43540				T				1,000.00
2	5110	42100				T	SOFTWARE MAINTENANCE HOUSEKEEPING		1,000.00	
							** JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	509	BUA	04/22/2024	04/22/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	6110	45600				T				5,000.00
2	6110	42980				T	BOOKS PROGRAM SUPPLIES		5,000.00	
							** JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	559	BUA	04/23/2024	04/23/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	559	BUA	04/23/2024	04/23/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	5300	43510				T				5,000.00
2	5300	43111				T	REPAIRS BUILDING AND GROUNDS TRAINING		5,000.00	
							** JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	633	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	4988	41060				T				2,560.00
2	4988	41040				T	CONSTRUCTION ENGINEERING SERVICES		2,560.00	
							** JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	634	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	4988	41060				T				7,811.69
2	4988	41040				T	CONSTRUCTION ENGINEERING SERVICES		7,811.69	
							** JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	638	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	638	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4180	42600				T	OFFICE SUPPLIES		100.00
2	4180	42600				T	OFFICE SUPPLIES		900.00
3	4180	42600				T	OFFICE SUPPLIES		90.00
4	4180	42724				T	CREDIT CARD CHARGES	100.00	
5	4180	44300				T	RENT	900.00	
6	4180	46970				T	CHILDRENS TRUST FUNDGS16111.1	90.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	639	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	6110	45600				T	BOOKS		3,000.00
2	6110	42600				T	OFFICE SUPPLIES	3,000.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	640	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5165	43530				T	REPAIRS VEHICLES		600.00
2	5165	43210				T	TELEPHONE	200.00	
3	5165	43250				T	POSTAGE	400.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	641	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5176	42980				T	PROGRAM SUPPLIES		1,300.00
2	5176	43250				T	POSTAGE	1,300.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	643	BUA	04/25/2024	04/25/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5110	44910				T	DUES AND SUBSCRIPTIONS		2,000.00
2	5111	41990				T	PROFESSIONAL SERVICES		2,428.00
3	5113	42370				T	INJECTABLES		1,700.00
4	5114	43250				T	POSTAGE		91.00
5	5163	41990				T	PROFESSIONAL SERVICES		2,507.00
6	5113	42980				T	PROGRAM SUPPLIES	1,824.00	
7	5164	42980				T	PROGRAM SUPPLIES	2,030.00	
8	5163	42980				T	PROGRAM SUPPLIES	2,353.00	
9	5114	42980				T	PROGRAM SUPPLIES	91.00	
10	5111	42980				T	PROGRAM SUPPLIES	2,130.00	
11	5111	42600				T	OFFICE SUPPLIES	298.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	658	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5167	42600				T	OFFICE SUPPLIES		5,744.00
2	5167	42980				T	PROGRAM SUPPLIES	1,425.00	
3	5129	42980				T	PROGRAM SUPPLIES	2,143.00	
4	5151	42980				T	PROGRAM SUPPLIES	2,176.00	
							** JOURNAL TOTAL	5,744.00	5,744.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	659	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5176	43210				T	TELEPHONE		529.73
2	5176	43540				T	SOFTWARE MAINTENANCE		193.32
3	5176	41990				T	PROFESSIONAL SERVICES		377.02
4	5176	42600				T	OFFICE SUPPLIES		61.06
5	5176	42990				T	INCENTIVES		3,066.75
6	5176	42980				T	PROGRAM SUPPLIES	529.73	
7	5176	42980				T	PROGRAM SUPPLIES	193.32	
8	5176	42980				T	PROGRAM SUPPLIES	377.02	
9	5176	42980				T	PROGRAM SUPPLIES	61.06	
10	5176	42980				T	PROGRAM SUPPLIES	3,066.75	
							** JOURNAL TOTAL	4,227.88	4,227.88

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	660	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	45100				T	CAPITAL OUTLAY		8,303.02
2	5133	42600				T	OFFICE SUPPLIES	8,303.02	
							** JOURNAL TOTAL	8,303.02	8,303.02

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	661	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	45100				T	CAPITAL OUTLAY		8,303.02
2	5133	42600				T	OFFICE SUPPLIES	8,303.02	
							** JOURNAL TOTAL	8,303.02	8,303.02

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	662	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	45100				T	CAPITAL OUTLAY		8,303.00
2	5133	42600				T	OFFICE SUPPLIES	8,303.00	
							** JOURNAL TOTAL	8,303.00	8,303.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	663	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	663	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	45100				T	CAPITAL OUTLAY		8,303.02
2	5133	42600				T	OFFICE SUPPLIES	8,303.02	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	664	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	43110				T	TRAVEL		4,510.23
2	5133	41990				T	PROFESSIONAL SERVICES		247.32
3	5133	42980				T	PROGRAM SUPPLIES		503.43
4	5133	43250				T	POSTAGE		126.06
5	5133	43510				T	REPAIRS BUILDING AND GROUNDS		934.05
6	5133	43540				T	SOFTWARE MAINTENANCE		167.54
7	5133	42600				T	OFFICE SUPPLIES	4,510.23	
8	5133	42600				T	OFFICE SUPPLIES	247.32	
9	5133	42600				T	OFFICE SUPPLIES	503.43	
10	5133	42600				T	OFFICE SUPPLIES	126.06	
11	5133	42600				T	OFFICE SUPPLIES	934.05	
12	5133	42600				T	OFFICE SUPPLIES	167.54	
							** JOURNAL TOTAL	0.00	0.00

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	665	BUA	04/26/2024	04/26/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	40121				T	SALARIES		4,565.56
2	5133	40181				T	SOCIAL SECURITY		1,380.00
3	5133	42600				T	OFFICE SUPPLIES	4,565.56	
4	5133	42600				T	OFFICE SUPPLIES	1,380.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	724	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5133	40121				T	SALARIES		309.00
2	5133	40181				T	SOCIAL SECURITY		3,114.50
3	5133	40184				T	Life Insurance		73.64
4	5133	40182				T	RETIREMENT	697.23	
5	5133	40183				T	HOSPITAL INSURANCE	2,799.91	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	725	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5164	42600				T	OFFICE SUPPLIES		3,888.00
2	5163	42600				T	OFFICE SUPPLIES		3,889.91

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	725	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08
3	5151	42013				T	LAB PROCESSING	2,000.00	
4	5163	42013				T	LAB PROCESSING	2,000.00	
5	5151	43540				T	SOFTWARE MAINTENANCE	127.91	
6	5111	43110				T	TRAVEL	730.00	
7	5113	43110				T	TRAVEL	200.00	
8	5110	42100				T	HOUSEKEEPING	250.00	
9	5113	42420				T	IN HOUSE LAB	1,670.00	
10	5167	44910				T	DUES AND SUBSCRIPTIONS	800.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	726	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08
1	4181	41804				T	A E & P RESERVE		360.26
2	4181	42600				T	OFFICE SUPPLIES	360.26	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	727	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08
1	5163	42600				T	OFFICE SUPPLIES		2,380.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	727	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08
2	5124	41990				T	PROFESSIONAL SERVICES	2,100.00	
3	5124	42500				T	VEHICLE GASOLINE	100.00	
4	5124	43530				T	REPAIRS VEHICLES	180.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	728	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08
1	5167	42600				T	OFFICE SUPPLIES		4,100.00
2	5114	42370				T	INJECTABLES	4,100.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	729	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08
1	5187	41990				T	PROFESSIONAL SERVICES		1,200.00
2	5187	42420				T	IN HOUSE LAB	1,200.00	
							** JOURNAL TOTAL	0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	730	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT 08

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	730	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4380	42380				T	ANIMAL INOCULATION INVENTORY		3,000.00
2	4380	42980				T	PROGRAM SUPPLIES	3,000.00	
							JOURNAL TOTAL	3,000.00	3,000.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	738	BUA	04/29/2024	04/29/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4141	43110				T	TRAVEL		5,000.00
2	4141	42600				T	OFFICE SUPPLIES	5,000.00	
							JOURNAL TOTAL	5,000.00	5,000.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	743	BUA	04/30/2024	04/30/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5191	42980				T	PROGRAM SUPPLIES		400.00
2	5191	43250				T	POSTAGE	400.00	
							JOURNAL TOTAL	400.00	400.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	745	BUA	04/30/2024	04/30/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	745	BUA	04/30/2024	04/30/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	5164	42600				T	OFFICE SUPPLIES		3,000.00
2	5164	42410				T	PHARMACY	3,000.00	
							JOURNAL TOTAL	3,000.00	3,000.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	10	746	BUA	04/30/2024	04/30/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4370	43110				T	TRAVEL		4,361.69
2	4370	42490				T	VEHICLE SUPPLIES	4,361.69	
							JOURNAL TOTAL	4,361.69	4,361.69

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	11	2	BUA	05/06/2024	04/09/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR
1	4142	44910				T	DUES AND SUBSCRIPTIONS		296.98
2	4142	42600				T	OFFICE SUPPLIES	296.98	
							JOURNAL TOTAL	296.98	296.98

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	11	36	BUA	05/01/2024	05/01/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT OR

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	11	36	BUA	05/01/2024	05/01/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	4988	41060				T				9,948.27
2	4988	41040				T	CONSTRUCTION ENGINEERING SERVICES		9,948.27	
							JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	11	37	BUA	05/01/2024	05/01/2024	050624	blanca.pineda	1	N	Hist	2024	

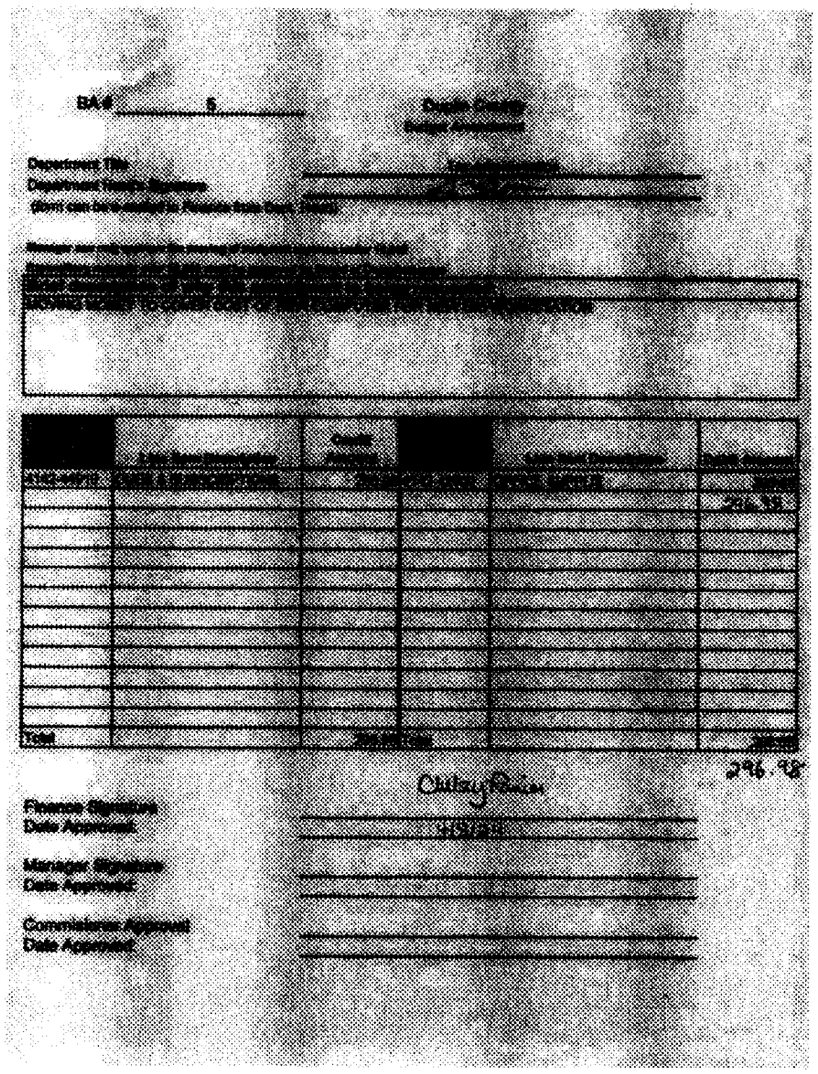
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	4350	49911				T				200.00
2	4350	49911				T	RESTRICTED TO BLD INSPSL 20151			500.00
3	4350	49911				T	RESTRICTED TO BLD INSPSL 20151			1,500.00
4	4350	49911				T	RESTRICTED TO BLD INSPSL 20151			200.00
5	4350	49911				T	RESTRICTED TO BLD INSPSL 20151			800.00
6	4350	49911				T	RESTRICTED TO BLD INSPSL 20151			100.00
7	4350	49911				T	RESTRICTED TO BLD INSPSL 20151			300.00
8	4350	42100				T	RESTRICTED TO BLD INSPSL 20151		200.00	
9	4350	42120				T	HOUSEKEEPING		500.00	
10	4350	42500				T	UNIFORMS		1,500.00	
11	4350	43300				T	VEHICLE GASOLINE		200.00	
12	4350	43530				T	UTILITIES		800.00	
13	4350	43540				T	REPAIRS VEHICLES		100.00	
14	4350	46992				T	SOFTWARE MAINTENANCE		300.00	
							HOMEOWNER'S RECOVERY FUND			
							JOURNAL TOTAL		0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	11	38	BUA	05/01/2024	05/01/2024	050624	blanca.pineda	1	N	Hist	2024	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION		DEBIT	CREDIT OB
1	4950	42600				T				200.00
2	4950	43940				T	OFFICE SUPPLIES CLEANING SERVICE		200.00	
							JOURNAL TOTAL		0.00	0.00
							GRAND TOTAL		0.00	0.00

52 Journals printed

** END OF REPORT - Generated by Blanca Pineda **



BA # _____

Duplin County
Budget Amendment

Department Title: Senior Services
Department Head's Signature: Melisa S. Brown
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Transfer funds in budgets to utilize/cover any expected overages where can best be utilized at the end of the year.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5600-41860	Workers Compensation	927.84	5600-42100	Housekeeping	350.00
			5600-43510	Repairs Building/Grounds	400.00
			5600-44500	Insurance/Bonds	52.84
			5600-42200	Food	125.00
5608- 41860	Workers Compensation	18.00	5608-40121	Salary	206.00
5608-41990	Professional Services	100.00	5608-40181	Social Security	16.00
5608-43110	Travel	300.00	5608-40182	Retirement	27.00
			5608-42600	Office Supplies	189.00
5951-41860	Workers Compensation	900.00	5951-43530	Repairs Vehicle	300.00
			5951-41978	Caterer	600.00
5950-41860	Workers Compensation	150.00	5950-41978	Caterer	150.00
Total		2,395.84	Total		2,395.84

Finance Signature
Date Approved: Chelsey Lanier 4/19/24

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Planning
Department Head's Signature: Christopher Hatcher
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Request to move $1,250.00 from construction and create a postage and advertisement line item.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4939-41060	Construction	1,250.00	4939-~~??~~ 4939-~~??~~	~~Postage~~ Administration ~~Advertisement~~	250.00 ~~1,000.00~~
Total		1,250.00	Total		1,250.00

Finance Signature: Chelsey Ponion
Date Approved: 4/9/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Planning
Department Head's Signature: Christopher Hatcher
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
This total will be used to pay for signed required to be posted on properties for public hearings.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4910-43110	Travel	500.00	4910-43910	Advertising	500.00
Total		500.00	Total		500.00

Chelsey Ponion

Finance Signature
Date Approved: 4/10/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Cooperative Extension
Department Head's Signature: Amanda Hatcher Bridget Huffman
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To finialize spending on Covid Grant

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4957-43110	Travel	0.48	4957-42381	Educational Supplies	60.27
4957-40181	Social Security	0.02			
4957-42600	Office Supplies	45.26			
4957-40121	Salaries	14.51			
Total		60.27	Total		60.27

Finance Signature: Chelsey Ramon
Date Approved: 4/12/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Airport
Department Head's Signature: Josh Rayner
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Move funds to cover overages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4530-43110	Travel	600.00	4530-42100	Housekeeping	200.00
			4530-42120	Uniforms	200.00
			4530-43210	Telephone	200.00
Total		600.00	Total		600.00

Finance Signature: Chelsey Ramon
Date Approved: 4/12/24

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover Concord bill

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5164-42410	emr expenses	500.00	5129-43540	software maintenance	100.00
			5151-43540	software maintenance	100.00
			5163-43540	software maintenance	100.00
			5164-43540	software maintenance	100.00
			5167-43540	software maintenance	100.00
Total		500.00	Total		500.00

Finance Signature: Chelsey Ramos
Date Approved: 4/15/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Cooperative Extension
Department Head's Signature: Amanda Hatcher
(form can be e-mailed to Finance from Dept. Head) Amanda Hatcher

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To cover Cleaning (Stripping and Waxing Tiles)

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4948-42100	Housekeeping	20.00	4948-43940	Cleaning	25.00
4948-43300	Utilities	5.00			
4950-44910	Dues & Subscriptions	109.34			
4950-42800	Office Supplies	200.00	4950-41700	Board Expense	309.34
Total		334.34	Total		334.34

Finance Signature: Chelsey Ramos
Date Approved: 4/15/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Cooperative Extension
Department Head's Signature: Amanda Hatcher
(form can be e-mailed to Finance from Dept. Head) Amanda Hatcher

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To cover R&M needs at the Livestock Building, Locks at Livestock Bldg, and one more cleaning on the auditorium

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4950-43510	Repairs & Maintenance	900.00	4948-42980	Program Supplies	150.00
			4948-43510	Repairs & Maintenance	450.00
			4950-43940	Cleaning	300.00
Total		900.00	Total		900.00

Finance Signature: Chelsey Rainer
Date Approved: 4/12/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Communications
Department Head's Signature
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 or any changes to revenue must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Correct overbudget

Line Item to DECREASE	Line Item Description	Credit Amount	Line Item to INCREASE	Line Item Description	Debit Amount
4314-43210	Telephone	~~1,024.00~~ 1025	4314-4315	Office Phones	1,025.00
4314-43210	Telephone	1,145.00	4314-43170	Rollover Lines	1,145.00
4314-43110	Travel	1,000.00	4314-42100	Housekeeping	1,000.00
		3,170			
Total		~~3,169.00~~	Total		3,170.00

Finance Signature: Chelsey Rainer
Date Approved: 4/12/2024

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Library
Department Head's Signature: Laura Jones
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving money to cover overspent accounts; moving money from Books to Programming Supplies for a summer reading event

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
6110-43520	Repairs and Maint. Eq.	500.00	6110-43222	Telephone Elect. Access	500.00
6110-43520	Repairs and Maint. Eq.	3,098.39	6110-44500	Insurance and Bonds	3,098.39
6110-45600	Books	1,000.00	6110-42980	Programming Supplies	1,000.00
Total		4,598.39	Total		4,598.39

Chelsey Ramos

Finance Signature
Date Approved: 4/12/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

cover lab corp bill for lab processing

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5114-42370	injectables	2,000.00	5163-42013	lab processing	2,000.00
Total		2,000.00	Total		2,000.00

Chelsey Ramos

Finance Signature
Date Approved: 4/15/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Senior Services
Department Head's Signature: Melisa S. Brown
(form can be e-mailed to Finance from Dept. Head)

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:
Transfer funds in congregate and home delivered budgets to purchase additional meals and costs with volunteer recognition

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5950-41964	Volunteer Training & Recog.	1,500.00	5950-41975	Caterer	1,500.00
5951-40121	Salary	1,500.00	5951-41964	Volunteer Training & Recogition	1,500.00
Total		3,000.00	Total		3,000.00

Finance Signature: Chelsey Rainer
Date Approved: 4/15/24

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:

4/15/2024

BA # _____

Duplin County
Budget Amendment

Department Title: Elections
Department Head's Signature: Jasmine Gadsden
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Moving money over to accommodate the cost of ballots and the number of Ballots required to order.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4170-43250	Postage	2,500.00	4170-43110	Travel	2,000.00
4170-42200	Food	1,527.12	4170-44300	Rent	500.00
			4170-43490	Ballot Supplies	1,527.12
Total		4,027.12	Total		4,027.12

Finance Signature: Chelsey Rainer
Date Approved: 4/17/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Library
Department Head's Signature: Laura Jones
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving state aid money for more supplies/furniture (Updated): New drop box, book display spinners, new chairs/seating

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
8110-45600	Books	8,000.00	8110-42600	Office Supplies	8,000.00
Total		8,000.00	Total		8,000.00

Finance Signature: Chelsey Ramos
Date Approved: 4/15/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Library
Department Head's Signature: Laura Jones
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Money is being moved to cover Negative balance in worker comp, postage

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4250-45600	Office Supplies	200.00	4250-47600	Workers Comp	200.00
4250-45800	Housekeeping	50.00	4250-43300	Postage	50.00
Total		0.00	Total		0.00

Finance Signature: Chelsey Ramos
Date Approved: 4/17/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Public Transportation
Department Head's Signature: Angel Venecia
(form can be e-mailed to Finance from Dept Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

move funds to cover year end expenses and overages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4520-40121	Salaries	7,705.00	4520-42490	Vehicle Supplies	2,091.00
			4520-44910	Dues & Subscriptions	14.00
			4520-43300	Utilities	1,800.00
			4520-43910	Marketing	1,300.00
			450-41990	Professional Services	2,500.00
			4580		
Total		7,705.00	Total		7,705.00

Chelsey Ramos

Finance Signature
Date Approved: 4/17/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Cooperative Extension
Department Head's Signature: Amanda Hatcher
(form can be e-mailed to Finance from Dept. Head) Amanda Hatcher

Manager can only approve the moving of budgeted expense under 10,
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To Zero Out Syner Grant

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4991-40183	Hospital Insurance	31.99	4991-40121	Salaries	31.58
			4991-40181	Social Security	0.01
Total		31.59	Total		31.59

Chelsey Ramos

Finance Signature
Date Approved: 4/17/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

4/17/2024

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Komegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

cover travel line item for 5178

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5176-41980	professional services	7,654.00	5176-43110	travel	7,654.00
Total		7,654.00	Total		7,654.00

Finance Signature: Chelsey Rainer
Date Approved: 4/18/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Elections
Department Head's Signature: Jasmine Gadsden
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving money over to accommodate the cost of ballots and the number of Ballots required to order.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4170-43520	Repairs & Maintenance equipm	5,000.00	4170-43490	Ballot Supplies	5,000.00
4170-					
Total		5,000.00	Total		5,000.00

Finance Signature: Chelsey Rainer
Date Approved: 4/18/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover housekeeping supplies

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5110-43540	software maintenance	1,000.00	5110-42100	housekeeping supplies	1,000.00
Total		1,000.00	Total		1,000.00

Finance Signature: Chelsey Rivers
Date Approved: 4/18/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Library
Department Head's Signature: Laura Jones
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Moving money for more summer reading supplies and events

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
6110-45600	Books	5,000.00	6110-42980	Programming Supplies	5,000.00
Total		5,000.00	Total		5,000.00

Finance Signature: Chelsey Rivers
Date Approved: 4/19/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Social Services
Department Head's Signature: completed by Dana Bonneville
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To correct overbudget and add for remainder of year

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5300-43510	Reparis Bldg & Grounds	5,000.00	5300-43111	Training	5,000.00
Total		5,000.00	Total		5,000.00

Finance Signature: Chelsey Ramos
Date Approved: 4/23/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: EDC
Department Head's Signature: [signature]
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Move monies to budget line to cover Engineering services associated with Golden LEAF grant.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4969-41090	Construction	2,560.00	4969-41040	Engineering Services	2,560.00
Total		2,560.00	Total		2,560.00

Finance Signature: Chelsey Ramos
Date Approved: 4/23/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: EDC
Department Head's Signature: [signature]
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Move monies to budget line to cover Engineering services associated with Golden LEAF grant.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4988-41060	Construction	7,811.69	4988-41040	Engineering Services	7,811.69
Total		7,811.69	Total		7,811.69

Finance Signature: Chelsey Rainer
Date Approved: 4/25/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Register of Deeds
Department Head's Signature: [signature]
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Requesting a total of $100.00 be transferred from Office Supplies (4180-42600) to Credit Card Charges (4180-42724) and $900.00 be transferred from Office Supplies (4180-42600) to Rent (4180-44300) and $90.00 be transferred from Office Supplies to Children's Trust Fund (4180-46970) due to possible shortages.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4180-42600	Office Supplies	100.00	4180-42724	Credit Card Charges	100.00
4180-42600	Office Supplies	900.00	4180-44300	Rent	900.00
4180 42600	Office Supplies	90.00	4180-46970	Children's Trust	90.00
Total		1,090.00	Total		1,090.00

Finance Signature: Chelsey Rainer
Date Approved: 4/25/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Library
Department Head's Signature: Laura Jones
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Moving money for more library supplies

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
6110-45600	Books	3,000.00	6110-42600	Office Supplies	3,000.00
Total		3,000.00	Total		3,000.00

Finance Signature: Chelsey Rainey
Date Approved: 4/25/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover line item shortages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5165-43530	repairs vehicles	600.00	5165-43210	telephone	200.00
			5165-43250	postage	400.00
Total		600.00	Total		600.00

Finance Signature: Chelsey Rainey
Date Approved: 4/25/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons-Kornegay
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgetad expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To Cover expenses in Postage

Expense code to INCREASE	Line Item Description	Credit Amount	Expense code to DECREASE	Line Item Description	Debit Amount
5176-42980	Program Supplies	1,300.00	5176-43290	Postage	1,300.00
Total		1,300.00	Total		1,300.00

Chelsey Ramos

Finance Signature
Date Approved: 4/24/24

Manager Signature
Date Approved: _____

Commisioner Approval
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover year end purchases for clinic supplies

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5110-44910	dues and subscriptions	2,000.00	5113-42980	program supplies	1,824.00
5111-41990	professional services	2,428.00	5164-42980	program supplies	2,030.00
5113-42370	injectables	1,700.00	5163-42980	program supplies	2,353.00
5114-43290	postage	91.00	5114-42980	program supplies	91.00
5163-41990	professional services	2,507.00	5111-42980	program supplies	2,130.00
			5111-42600	office supplies	298.00
Total		8,726.00	Total		8,726.00

Chelsey Ramos

Finance Signature
Date Approved: 4/25/24

Manager Signature
Date Approved: _____

Commisioner Approval
Date Approved: _____

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER PROGRAM SUPPLIES

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5167-42600	OFFICE SUPPLY	5,744.00	5167-42980	PROGRAM SUPPLY	1,425.00
			5129-42980	PROGRAM SUPPLY	2,143.00
			5151-42980	PROGRAM SUPPLY	2,176.00
Total		5,744.00	Total		5,744.00

Finance Signature: Chelsey Rivion
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER PROGRAM SUPPLIES

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5176-43210	TELEPHONE	529.73	5176-42980	PROGRAM SUPPLY	529.73
5176-43540	SOFTWARE MAINTENANCE	193.32	5176-42980	PROGRAM SUPPLY	193.32
5176-41990	PROFESSIONAL SERVICES	377.02	5176-42980	PROGRAM SUPPLY	377.02
5176-42600	OFFICE SUPPLY	61.06	5176-42980	PROGRAM SUPPLY	61.06
5176-42990	INCENTIVES	3,066.75	5176-42980	PROGRAM SUPPLY	3,066.75
Total		4,227.88	Total		4,227.88

Finance Signature: Chelsey Rivion
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5133-45100	CAPITAL OUTLAY	8,303.02	5133-42600	OFFICE SUPPLY	8,303.02
Total		8,303.02	Total		8,303.02

Finance Signature: Chelsey Rainer
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
6133-45100	CAPITAL OUTLAY	8,303.02	5133-42600	OFFICE SUPPLY	8,303.02
Total		8,303.02	Total		8,303.02

Chelsey Rainer

Finance Signature
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

COVER OFFICE SUPPLIES - 5133

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5133-45100	CAPITAL OUTLAY	8,303.00	5133-42600	OFFICE SUPPLY	8,303.00
Total		8,303.00	Total		8,303.00

Finance Signature: Chelsey Rivion
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

COVER OFFICE SUPPLIES - 5133

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5133-45100	CAPITAL OUTLAY	8,303.02	5133-42600	OFFICE SUPPLY	8,303.02
Total		8,303.02	Total		8,303.02

Finance Signature: Chelsey Rivion
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLIES - 5133

Existing code to DECREASE	Line Item Description	Credit Amount	Existing code to INCREASE	Line Item Description	Debit Amount
5133-43110	TRAVEL	4,510.23	5133-42600	OFFICE SUPPLY	4,510.23
5133-41990	PROFESSIONAL SERVICES	247.32	5133-42600	OFFICE SUPPLY	247.32
5133-42980	PROGRAM SUPPLY	503.43	5133-42600	OFFICE SUPPLY	503.43
5133-43250	POSTAGE	126.06	5133-42600	OFFICE SUPPLY	126.06
5133-43510	REPAIRS B&G	934.05	5133-42600	OFFICE SUPPLY	934.05
5133-43540	SOFTWARE MAINTENANCE	167.54	5133-42600	OFFICE SUPPLY	167.54
Total		6,488.63	Total		6,488.63

Finance Signature: Chelsey Rivers
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER OFFICE SUPPLY

Existing code to DECREASE	Line Item Description	Credit Amount	Existing code to INCREASE	Line Item Description	Debit Amount
5133-40121	SALARIES	4,566.56	5133-42600	OFFICE SUPPLY	4,565.56
5133-40181	SOCIAL SECURITY	1,380.00	5133-42600	OFFICE SUPPLY	1,380.00
Total		5,945.56	Total		5,945.56

Finance Signature: Chelsey Rivers
Date Approved: 4/26/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover 5133 salary and fringe shortage

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5133-40121	salary	309.00	5133-40182	retirement	697.23
5133-40181	social security	3,114.50	5133-40183	hospital insurance	2,799.91
5133-40184	life insurance	73.64			
Total		3,497.14	Total		3,497.14

Finance Signature: Chelsey Rainer
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover line item shortages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5164-42600	office supplies	3,888.00	5151-42013	lab processing	2,000.00
5163-42600	office supplies	3,889.91	5163-42013	lab processing	2,000.00
			5151-43540	software maintenance	127.91
			5111-43110	travel	730.00
			5113-43110	travel	200.00
			5110-42100	housekeeping supplies	250.00
			5113-42420	in house lab	1,670.00
			5167-44910	dues and subscriptions	800.00
Total		7,777.91	Total		7,777.91

Finance Signature: Chelsey Rainer
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Register of Deeds
Department Head's Signature: Angela Maine Savage
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Requesting a total of $360.26 be transferred from the Register of Deeds AE&P Reserve Account (4181-41804) to the Register of Deeds AE&P Office Supplies Account (4181-42600). The funds will be used to purchase (1) APC Replacement Battery Cartridge.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4181-41804	AE&P Reserve Account	360.26	4181-42600	AE&P Office Supplies Account	360.26
Total		360.26	Total		360.26

Finance Signature: Chelsey Rivers
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

cover TB shortages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5163-42600	office supplies	2,380.00	5124-41990	profesional services	2,100.00
			5124-42500	vehicle gasoline	100.00
			5124-43530	repairs - vehicles	180.00
Total		2,380.00	Total		2,380.00

Finance Signature: Chelsey Rivers
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover end of year vaccine order

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5167-42600	office supplies	4,100.00	5114-42370	injectables	4,100.00
Total		4,100.00	Total		4,100.00

Finance Signature: Chelsey Rivion
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover in house lab charges

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5187-41990	professional services	1,200.00	5187-42420	in house lab	1,200.00
Total		1,200.00	Total		1,200.00

Finance Signature: Chelsey Rivion
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: ANIMAL SERVICES

Department Head's Signature
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

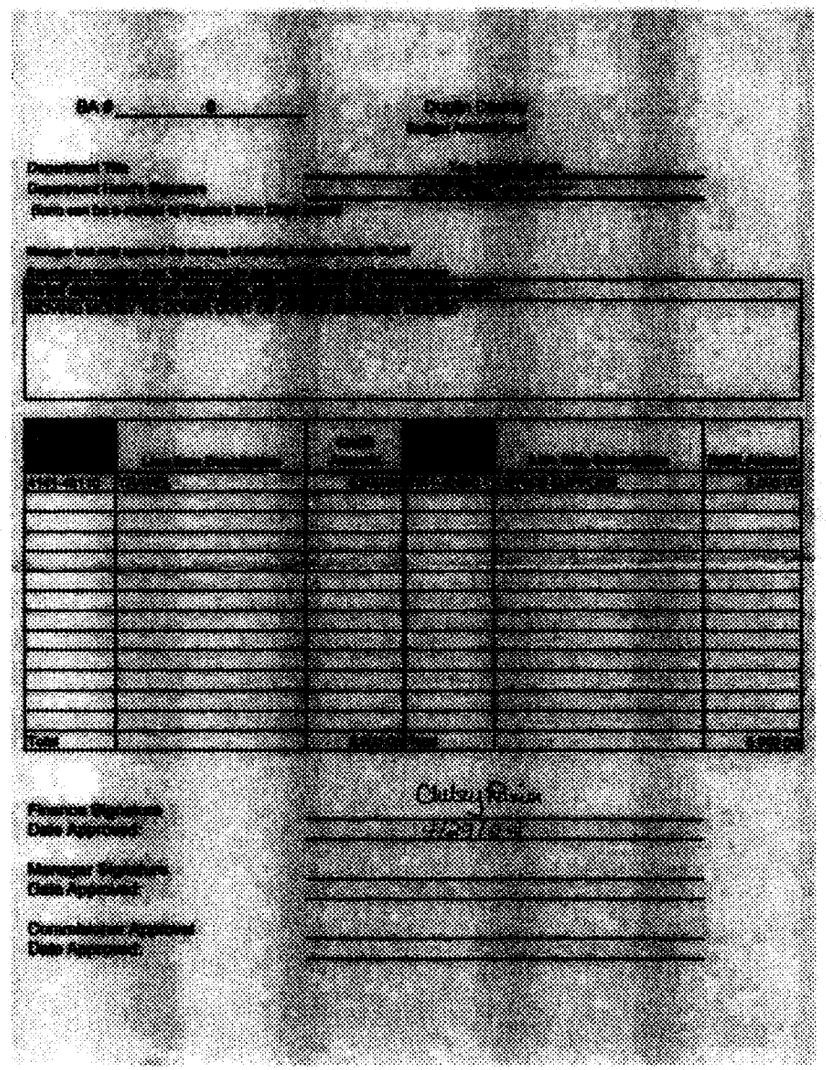
Brief description of why this amendment is being requested:
FOR A VACCINATION REFRIGERATOR

Expense Code to be DECREASED	Line Item Description	Credit Amount	Expense Code to be INCREASED	Line Item Description	Debit Amount
4380-42360	Animal Inculations	$ 3,000.00	4380-42980	PROGRAM SUPPLIES	$ 3,000.00
Total		3,000.00	Total		3,000.00

Finance Signature
Date Approved: Chelsey Rainer 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:



BA # _____

Duplin County
Budget Amendment

Department Title: HEALTH
Department Head's Signature: TRACEY SIMMONS - KORNEGAY
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
COVER POSTAGE

	Line Item Description	Credit Amount		Line Item Description	Debit Amount
5191-42980	PROGRAM SUPPLY	400.00	5191-43250	POSTAGE	400.00
Total		400.00	Total		400.00

Finance Signature: Chelsey Rivers
Date Approved: 4/29/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Kornegay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover the purchase of Paragard IUDs

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5164-42600	office supplies	3,000.00	5164-42410	pharmacy	3,000.00
Total		3,000.00	Total		3,000.00

Finance Signature: Chelsey Rivers
Date Approved: 4/30/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: EMS
Department Head's Signature: Brooke McMahon
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Stretcher PM Contract

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4370-43110	Travel	4,361.69	4370-43540	Vehicle Supplies	4,361.69
Total		4,361.69	Total		4,361.69

Finance Signature: Chelsey Rivers
Date Approved: 4/30/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: EDC
Department Head's Signature:
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
Move monies to budget line to cover Engineering services associated with Golden LEAF grant.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4988-41060	Construction	9,948.27	4988-41040	Engineering Services	9,948.27
Total		9,948.27	Total		9,948.27

Finance Signature: Chelsey Rivers
Date Approved: 5/1/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

BA # _____

Duplin County
Budget Amendment

Department Title: BUILDING INSPECTIONS
Department Head's Signature: David Hairston
(form can be e-mailed to Finance from Dept. Head)

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:
COVER UNDER BUDGETED ACCOUNTS

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4350-49911	Restricted (Fund Balance)	200.00	4350-42100	Housekeeping	200.00
4350-49911	Restricted (Fund Balance)	500.00	4350-42120	Uniforms	500.00
4350-49911	Restricted (Fund Balance)	1,500.00	4350-42500	Vehicle Gasoline	1,500.00
4350-49911	Restricted (Fund Balance)	200.00	4350-43300	Utilities	200.00
4350-49911	Restricted (Fund Balance)	800.00	4350-43530	Repairs Vehicles	800.00
4350-49911	Restricted (Fund Balance)	100.00	4350-43540	Software Maintenance	100.00
4350-49911	Restricted (Fund Balance)	300.00	4350-49992	Homeowner's Recovery Fund	300.00
Total		3,600.00	Total		3,600.00

Finance Signature: Chelsey Rainer
Date Approved: 5/1/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

4/30/2024

BA # _____

Duplin County
Budget Amendment

Department Title: Cooperative Extension
Department Head's Signature: Amanda Hatcher
(form can be e-mailed to Finance from Dept. Head) Amanda Hatcher

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To cover additional carpet cleaning

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4950-42600	Office Supplies	200.00	4950-43940	Cleaning	200.00
Total		200.00	Total		200.00

Finance Signature: Chelsey Rainer
Date Approved: 5/1/24

Manager Signature
Date Approved:

Commisioner Approval
Date Approved:

DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349

DUPLIN COUNTY

ROAD NAME PETITION for UNNAMED ROAD

1. APPLICANT INFORMATION:

Name: RICHARD A. PADRICK

Address: Walnut Hills of NC, Inc.
200 Arthur Bloom Rd.
Chinquapin, NC 28521

City/State/Zip:

Telephone: Work: 910-389-7928 **Home:** 910-

2. MAIL DETERMINATON TO (If different than applicant information):

Name:

Address:

City/State/Zip:

3. ROAD LOCATION: Township Sm NL

Range

PARCEL TAX-ID: 06-1192

5. PROPOSED ROAD NAME: SOUTH GUM LN.

BACKUP NAME 1: SOUTH BAY LN.

BACKUP NAME 2: SOUTH WEST LN.

(NAME SHOULD BE LESS THAN 13 LETTERS)

6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLIN TAX OFFICE:

PACEL NUMBER: **PARCEL OWNER NAME PRINT AND SIGNATURE and Phone Number**

06-1191 Walnut Hills of NC, Inc. 200 Arthur Bloom Rd. Chinquapin, NC 28521

06-1192 LOTS Walnut Hills of NC, Inc. 200 Arthur Bloom Rd. Chinquapin, NC 28521

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature: Richard A. Padrick, Pres.

Fire Department Approval:

Signature:
Print or type name: Shane Reagle Rhodes
Department Name: Beulaville Fire Dept
Date: 3-11-24

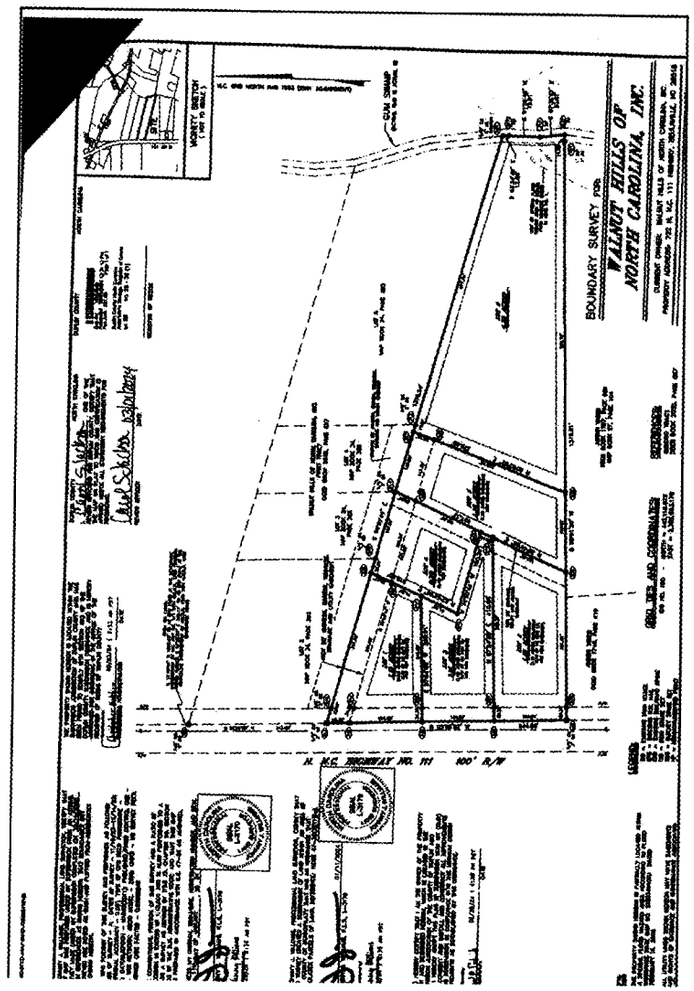
USPS Approval:

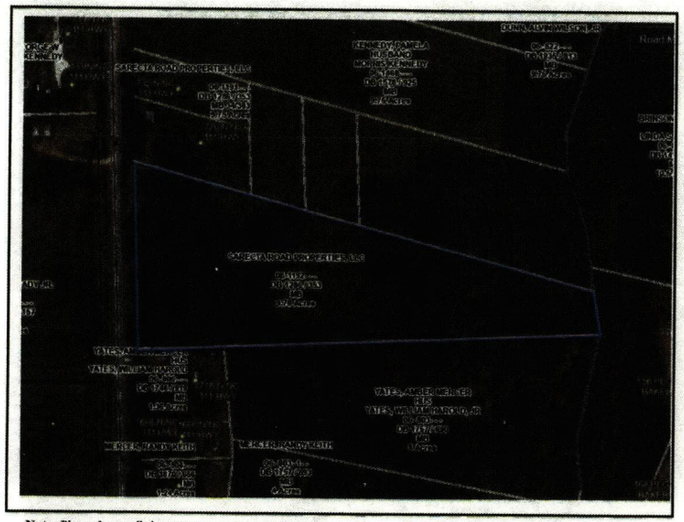
Signature:
Print or type name: Teagall G Grice
Department Name: US Postal Service
Date: 3-11-2024

R003

BEULAVILLE
MAR 1

Landowners, please know that if you use the 911 address assigned for your residence to receive mail that your address WILL change. You will need to notify mortgage, financial, insurance and any other company that sends you bills, important information, DMV, and other institutions you may use. We will notify USPS and update the E911 System and the county tax records.





Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

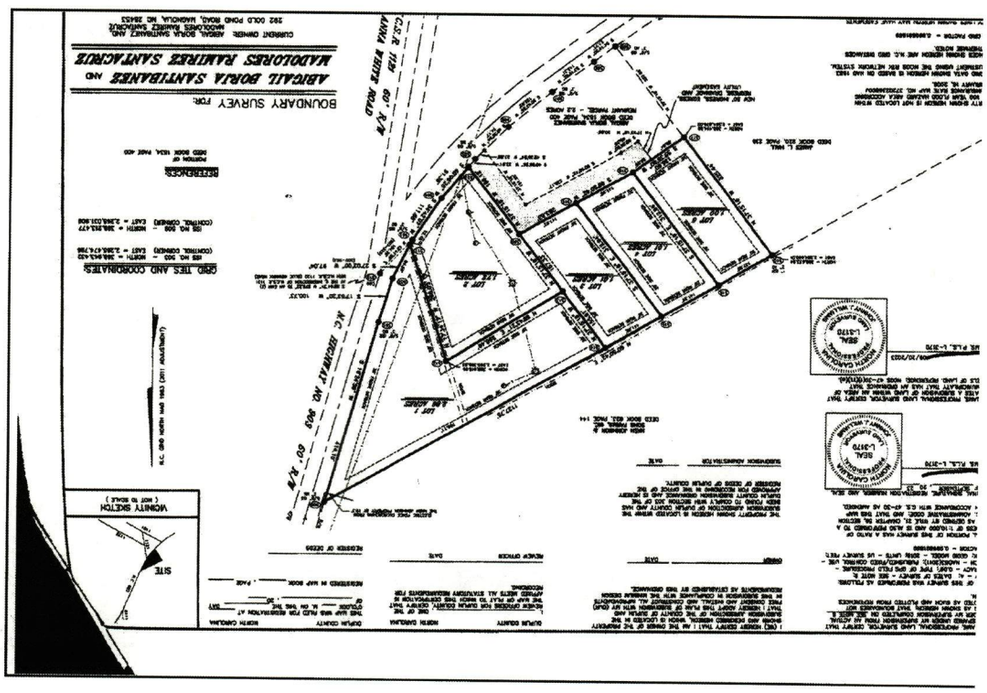
DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349

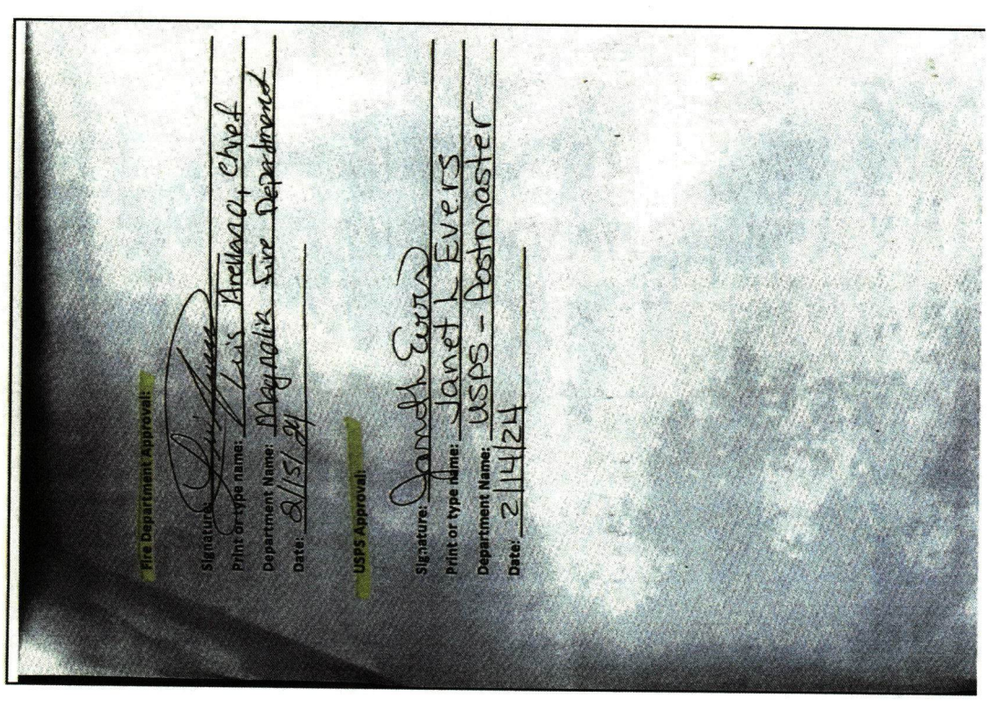
DUPLIN COUNTY

ROAD NAME PETITION for UNNAMED ROAD

1. APPLICANT INFORMATION:
   Name: Abigail Borja Santibanez
   Address: 292 Gold Pond Rd
   City/State/Zip: Magnolia NC 28453
   Telephone: Work: 910 282-7813 Home:
2. MAIL DETERMINATON TO (if different than applicant information):
   Name: Abigail Borja Santibanez
   Address: 292 Gold Pond Rd
   City/State/Zip: Magnolia NC 28453
3. ROAD LOCATION: Township Magnolia Range
   DESCRIPTION: Lane @ 3100 Block S NC 903 Ma
4. PARCEL TAX-ID:
5. PROPOSED ROAD NAME: Ava Rosé LN
   BACKUP NAME 1: Alfredo Ramirez LN
   BACKUP NAME 2: Matteo Ramirez LN
   (NAME SHOULD BE LESS THAN 13 LETTERS)
6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLI

PARCEL NUMBER:	PARCEL OWNER NAME PRINT AND SIGNATURE
13 10049	Borja Santibanez
13 10040	Abigail Ramirez Santibanez


BOUNDARY SURVEY FOR:
ABIGAIL BORJA SANTIBANEZ AND
MADOLORES RAMIREZ SANTACRUZ
CURRENT OWNER: ABIGAIL BORJA SANTIBANEZ AND MADOLORES RAMIREZ SANTACRUZ
282 DOLD POND ROAD, MADISON, NC 28433
GPS TIES AND COORDINATES
VICINITY SKETCH
(NOT to SCALE)
SITE
ANNA KERR ROAD
AC. BOUNDARY AD 949 69' 47" W
LOT 1
LOT 2
LOT 3
LOT 4
LOT 5
LAKE KERR


Fire Department Approval:
Signature:
Print or type name: Louis Arellano, Chief
Department Name: Mayodan Fire Department
Date: 2/15/24
USPS Approval:
Signature: Janet Evers
Print or type name: Janet L Evers
Department Name: USPS - Postmaster
Date: 2/14/24



Instructions for what to do with attachments once approved:

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349

DUPLIN COUNTY

ROAD NAME PETITION for UNNAMED ROAD

1. **APPLICANT INFORMATION:**
   Name: Santos García Castro
   Address: Po. Box 352
   City/State/Zip: Kenansville NC. 28349
   Telephone: Work: 910-271-0570 Home:
2. **MAIL DETERMINATON TO (If different than applicant information):**
   Name:
   Address:
   City/State/Zip:
3. **ROAD LOCATION:** Township: Kenansville Range:
   DESCRIPTION: lots @220 Hamilton Rd Magn
4. **PARCEL TAX-ID:** 13-2932-1--
5. **PROPOSED ROAD NAME:** FAMILIA GARCIA Ln
   BACKUP NAME 1: Chris Garcia Ln
   BACKUP NAME 2: Los García Ln
   (NAME SHOULD BE LESS THAN 13 LETTERS)
6. **SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLI**

PACEL NUMBER:	PARCEL OWNER NAME PRINT AND SIGNATURE and Ph
13-2932-1--	Santos García Ca

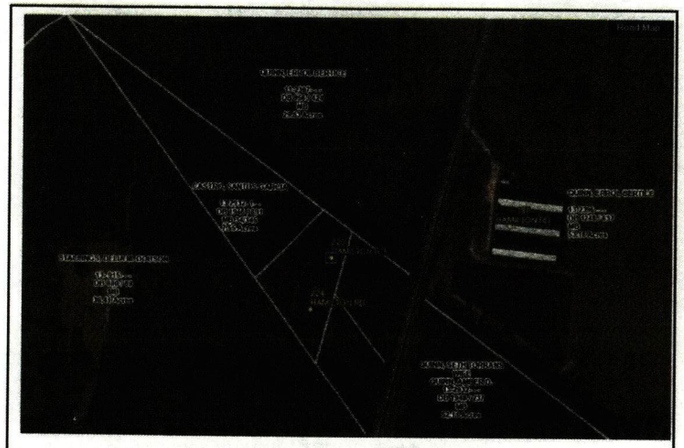
Fire Department Approval:

Signature: Robert Whitman, Chief Kenansville Fire Dep
Print or type name: Robert Whitman
Department Name: Kenansville VFD
Date: 3/11/2024

USPS Approval:

Signature: Janett Evers
Print or type name: Janett Evers
Department Name: Magnolia USPS
Date: 031324

Landowners, please know that if you use the 911 address assigned for your residence to receive ma your address WILL change. You will need to notif mortgage, financial, insurance and any other con that sends you bills, important information, DMV other institutions you may use. We will notify USI update the E911 System and the county tax recor



Instructions for what to do with attachments once approved:

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

DUPLIN COUNTY
NORTH CAROLINA

Senior Services
Post Office Box 928 – 213 Seminary Street - Kenansville, N.C. 28349
Telephone 910-296-2140 – Fax 910-296-2142

You Are Invited

Volunteer Governor's Service Award Floating Reception
In recognition of the volunteer contributions given in Duplin County, a floating reception is scheduled on

Monday, May 6, 2024 – 4:30 -5:45 p.m.

The reception will be held at Duplin County Senior Services
213 Seminary Street, Kenansville, N.C.

Following the floating reception, official recognition and presentation for recipients will be held at the Commissioner meeting (across the street), 224 Seminary Street, Kenansville, N.C.

2024 Governor Volunteer Service Award Recipients

Mr. James Preston Brown, Jr.
Mr. Issac Leroy Dewitt
Mrs. Donna Sessoms Grubbs
Faison Sea Scout Ship 55

Please rsvp by Friday, May 3, 2024 by contacting Melisa S. Brown or Brittney S. Turner at 910-296-2140.

DUPLIN COUNTY
NORTH CAROLINA

2024 Governor Volunteer Service Award Recipients
Mr. James Preston Brown, Jr.
Mr. Issac Leroy Dewitt
Mrs. Donna Sessoms Grubbs
Faison Sea Scout Ship 55

2023 Governor Volunteer Service Award Recipients
Ms. Doris Faye Hatcher, Medallion Recipient
Mr. Albert Allen Alabaster
Mrs. Connie B. Brinson
Mr. Benjamin Marshall Bullard
Mrs. Rhonda Campbell
Snow Hill Community Outreach

2022 Governor Volunteer Service Award Recipients
Mr. Kenneth Howard Brinson
Ms. Hermenia Brown
Mrs. Lisa Torrans Fussell

2021 Governor Volunteer Service Award Recipients
Mr. Darrell Talmadge Grubbs
Ms. Marisol Garcia-Sandoval

2020 Governor Volunteer Service Award Recipients
Ms. Jeralene M. Merritt, Medallion Recipient
Mr. Richard Weeks, Director of Volunteers Award
Mr. Rudolph Becton
Mr. & Mrs. Hayes Ludlum
Ms. Joann Stroud
Mr. Brendan Micajah Bullard

2019 Governor Volunteer Service Award Recipients
Mr. Woodrow Brinson, Jr., Medallion Recipient
Ms. Patsy Quinn, Lifetime Achievement
Faison Scout Troop 48
Duplin-Stanford Extension and Community Association
Mr. James M. Donahoe III
Mr. Phillip Ray Anderson
Mr. Francisco Rivas-Diaz
Ms. Nancy Warner
Mr. Jacky Newburn
Ms. Karrina Elaine Scott

Duplin County RFQ Scoring Matrix

20 Point Maximum on Each Scoring Component

COMPETITOR NAME	Qualification Competence & Reputation	Capability to Meet Project Requirements	Present & Project Workload of Firm	Related Experience on Similar Projects	Recent & Current Work Familiarity	TOTALS	
McDavid Associates	20	20	20	20	20		100
TRC	20	20	15	20	10		85

Re: Request for Proposals for Building MEPs Systems

Trisha-Ann Hoskins <trishaann.hoskins@duplincountync.com>
Thu 2/15/2024 11:08 AM

To:gacker@moseleyarchitects.com <gacker@moseleyarchitects.com>
Cc:Bryan Miller <bryan.miller@duplincountync.com>;Carrie Shields <carrie.shields@duplincountync.com>
Bcc:s.nault@buildingenergeticx.com <s.nault@buildingenergeticx.com>;barney.york@rmf.com <barney.york@rmf.com>;gscoggins@engineereddesigns.com <gscoggins@engineereddesigns.com>;vstewart@hanson-inc.com <vstewart@hanson-inc.com>;info@mbpce.com <info@mbpce.com>

1 attachments (1 MB)
RFP MEP Systems.pdf;

Good morning Geoff,

Please see the attached updated RFP for MEP Commissioning.

Best regards,

DUPLIN COUNTY
NORTH CAROLINA

TRISHA-ANN HOSKINS
EXECUTIVE ASSISTANT/
BOCC DEPUTY CLERK
COUNTY MANAGER'S OFFICE
Phone **910.296.2100 Ext. 8249**
Mail **PO Box 910 Kenansville, NC 28349**
Email **trishaann.hoskins@duplincountync.com**

From: Trisha-Ann Hoskins
Sent: Wednesday, February 14, 2024 1:51 PM
To: gacker@moseleyarchitects.com <gacker@moseleyarchitects.com>
Cc: Bryan Miller <bryan.miller@duplincountync.com>; Carrie Shields <carrie.shields@duplincountync.com>
Subject: Request for Proposals for Building MEPs Systems

Good afternoon Geoff,

Please see the attached RFP for MEP Commissioning.

Best regards,

DUPLIN COUNTY
NORTH CAROLINA

TRISHA-ANN HOSKINS
EXECUTIVE ASSISTANT/
BOCC DEPUTY CLERK
COUNTY MANAGER'S OFFICE

Phone **910.296.2100 Ext. 8249**

Mail **PO Box 910 Kenansville, NC 28349**

Email **trishaann.hoskins@duplincountync.com**

DUPLIN COUNTY
NORTH CAROLINA

OFFICE OF THE COUNTY MANAGER

February 14, 2024

RE: Request for Proposals for Commissioning of Building MEP Systems
Duplin County Detention Center
Kenansville, North Carolina

Dear Owners for Commissioning Firm,

On behalf of Duplin County Local Government, you are invited to provide a proposal for commissioning of building MEP systems in compliance with Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC) and as described in the attached commissioning scope document.
The Duplin County Detention Center is a new facility, 57,800 square foot Institutional I-3 facility located in Kenansville, North Carolina. Mechanical, electrical, and plumbing equipment are as described in the construction documents. Please contact the administrative assistant, Jessica Hill at jhill@moseleyarchitects.com.

The deadline for receipt of proposals is Wednesday March 6th at 2:00 pm. Proposals should be sent as a single PDF to bryan.miller@duplincountync.com. Please include a statement of qualifications, references, and the name of the individual who will serve as the project's Commissioning Agent and primary point of contact. Interviews may be held at the owner's discretion.

Questions regarding this solicitation should be addressed to Bryan Miller via e-mail at bryan.miller@duplincountync.com. Questions must be received not less than three business days before proposals are due. Answers to questions will be forwarded to all interested parties.

Thank you for your consideration of this project.

ATTACHMENTS:
- Commissioning Scope
- Proposed MEP Construction Documents contact jhill@moseleyarchitects.com

COMMISSIONING SCOPE

Perform commissioning of all building HVAC, domestic hot water, and lighting controls included in the proposed project.

Commissioning scope shall include all activities described in Section C408 of the 2018 North Carolina Energy Conservation Code (2018 NCECC).

Commissioning agent (CxA) shall have a valid Professional Engineer (PE) license in Mechanical Engineering within the state of North Carolina.

Provide the following deliverables directly to the project owner during the project phases indicated:

- Commissioning specifications outlining the responsibilities of the CxA, owner, contractors, and A/E team.
- Construction Phase: Commissioning Plan describing the commissioning activities, applicable equipment types, testing procedures, and performance criteria.
- Prior to Certificate of Occupancy: Written statement confirming system commissioning to applicable code officials using Appendix C1 of the 2018 NCECC.
- Project Close-out: Systems Manual containing the following:
    a. Submittal data
    b. Manufacturers' O&M manuals
    c. Control drawings
    d. Recommended schedules for ongoing testing and maintenance
    e. Narrative describing how each commissioned system is intended to operate (including recommended setpoints)

LL 2-26-24
KJ 2/20/24

TOWN OF GREENEVERS
TAX DISTRICT
RESUME DATES BETWEEN & 2024

NAME	RESIDENCE	WORK	TAX DISTRICT	TAX YEAR	ASSESSED VALUATION	REAL ESTATE	OTHER	TOTAL TAX	TAX DISTRICT	VEHICLE PROPERTY	VEHICLE	SALES TAXABLE	SALES TAX	REMARKS
RAPALO, DAISY LIBETH	GR	T-11		2023	71,250.00			$ 6.00		$ 0.40		$	$ 0.40	OTHER DOUBLE LISTED
RAPALO, DAISY LIBETH	GR	T-11		2022	71,250.00			$ 6.00		$ 0.40		$	$ 0.40	OTHER DOUBLE LISTED
GRAND TOTAL						$	$	$ 12.00	$	$ 1.20	$	$	$ 0.80	

SUBMITTED BY: [signature] FINAL APPROVAL BY: [signature] DATE APPROVED: [illegible]

LL 3-12-24
Cr 3-12-24

TOWN OF GREENRIVER
TAX REQUEST
RELEASE DATE MARCH 15, 2024

NAME	TOWNSHIP	TOWN	SSC DISTRICT	TAX YEAR	ASSESSMENT NUMBER	COUNTY TAX	COUNTRY FUND	TOWN TAX	FIRE DISTRICT	LESS 5% PENALTY	SOLID WASTE	TOTAL AMOUNT	REASON FOR RELEASE
FUENTES, MARLON	09	T-71		2023	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
FUENTES, MARLON	09	T-71		2022	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
FUENTES, MARLON	09	T-71		2021	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
FUENTES, MARLON	09	T-71		2020	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
FUENTES, MARLON	09	T-71		2019	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
												$ -	
GRAND TOTAL						$ -	$ -	$ 30.00	$ -	$ 3.00	$ -	$ 33.00	

SUBMITTED BY: Mary Fry Ross
FINAL APPROVAL BY: Commissioner R&C
DATE APPROVED: March 19, 2024

LL 3-26-24
Cr 3-26-24

TOWN OF GREENRIVER
TAX REQUEST
RELEASE DATE APRIL 1, 2024

NAME	TOWNSHIP	TOWN	FIRE DISTRICT	TAX YEAR	ASSESSMENT NUMBER	COUNTY TAX	COUNTRY FUND	TOWN TAX	FIRE DISTRICT	LESS 5% PENALTY	SOLID WASTE	TOTAL AMOUNT	REASON FOR RELEASE
FUENTES, MARLON	09	T-71		2018	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
FUENTES, MARLON	09	T-71		2017	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
FUENTES, MARLON	09	T-71		2016	2966110			$ 6.00		$ 0.60		$ 6.60	WWW DOUBLE LISTED
												$ -	
GRAND TOTAL						$ -	$ -	$ 18.00	$ -	$ 1.80	$ -	$ 19.80	

SUBMITTED BY:
FINAL APPROVAL BY: Commissioner R&C
DATE APPROVED: April 15, 2024

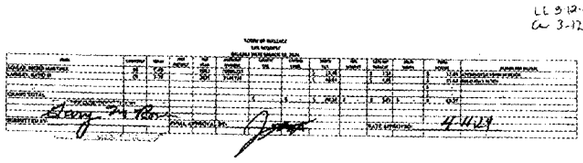
LL 3-26-24
CA 3-26-24

TOWN OF TEACHEY
TAX REQUEST
RELEASE DATE APRIL 1, 2024

NAME	TOWNSHIP	TOWN	FIRE DISTRICT	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	TOWN TAX	TDA DISTRICT	LAND USE MINUTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
BROOKS, KELLY DANIEL JR. & CAROLYN F. BROOKS	09	T-TR		2023	1144186			$ 1,674.90				$ 1,674.90	BILLED FOR INCORRECT PRESENTATION OF PROPERTY IN THE TOWN OF TEACHEY.
												$ -	
GRAND TOTAL						$ -	$ -	$ 1,674.90	$ -	$ -	$ -	$ 1,674.90	

SUBMITTED BY: [signature] FINAL APPROVAL BY: Jessica Rosetta DATE APPROVED: 4/10/2024

LL 3-12-24
CA 3-12-24



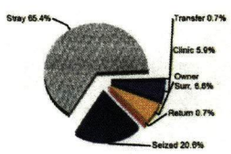
PetPoint
DATA MANAGEMENT SYSTEM

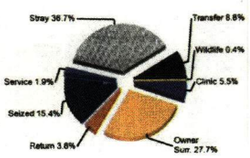
Shelter Statistics - Intake

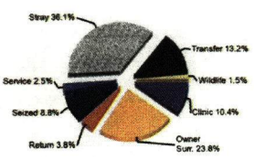
Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

	Your Shelter					North Carolina (54 organizations) *does not include your shelter's data*					United States (1294 organizations) *does not include your shelter's data*				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Intakes That were:															
Previously Altered	0	5	0	1	0	78	367	138	302	3	4,446	14,103	4,267	12,690	195
Totals by Intake															
Clinic	0	8	0	0	0	53	148	21	64	0	2,138	4,868	2,326	4,809	90
Owner Surrender	1	8	0	0	0	267	423	311	422	21	5,818	9,311	6,462	9,449	1,601
Return	0	1	0	0	0	37	92	20	36	1	997	2,190	554	1,433	94
Seized	11	12	1	4	0	111	384	52	241	16	1,988	6,277	713	2,287	765
Service	0	0	0	0	0	2	20	32	44	2	245	1,281	444	1,396	69
Stray	40	25	8	16	0	396	657	352	495	17	9,367	18,534	8,603	12,195	948
Transfer	0	1	0	0	0	93	71	136	161	1	6,183	4,021	3,762	3,997	146
Wildlife	0	0	0	0	0	0	0	0	0	22	0	0	0	0	1,998
Total	**52**	**55**	**9**	**20**	**0**	**959**	**1,795**	**924**	**1,463**	**80**	**26,736**	**46,482**	**22,864**	**35,566**	**5,711**







Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

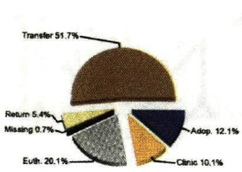
PetPoint
DATA MANAGEMENT SYSTEM

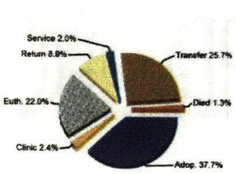
Shelter Statistics - Outcome

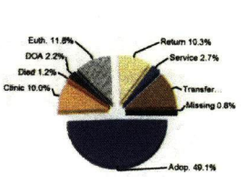
Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

	Your Shelter					North Carolina (54 organizations) *does not include your shelter's data*					United States (1294 organizations) *does not include your shelter's data*				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Person															
A) Have Email Address	2	0	0	0	0	418	529	408	394	13	17,226	23,809	14,413	20,370	2,181
B) Have Phone Number	10	28	0	3	0	540	978	486	542	34	19,345	32,847	16,068	24,350	2,705
C) Have ZipCode	10	22	0	3	0	538	974	481	520	34	19,159	32,525	15,871	23,325	2,652
Totals by Outcome															
Adoption	10	6	0	2	0	478	580	467	408	33	16,098	18,317	13,398	16,974	2,257
Clinic	0	15	0	0	0	23	63	6	35	0	2,039	4,346	2,269	4,927	54
Died	0	0	0	0	0	18	7	11	7	1	323	275	493	382	154
DOA	0	0	0	0	0	0	5	3	1	5	49	1,015	58	1,185	676
Euthanasia	1	16	0	13	0	74	455	83	517	21	1,311	8,391	729	4,455	1,237
Missing	0	1	0	0	0	0	5	0	1	0	18	84	30	104	8
Return To Owner	0	7	0	1	0	45	343	10	65	0	1,223	10,489	333	1,706	240
Service	0	0	0	0	0	1	16	18	71	0	181	815	453	2,353	18
Transfer	33	20	4	20	0	282	338	267	438	18	4,145	5,132	2,259	4,482	583
Wildlife	0	0	0	0	0	0	0	0	0	2	0	0	0	0	541
Total	**44**	**65**	**4**	**36**	**0**	**921**	**1,812**	**865**	**1,543**	**80**	**25,385**	**48,664**	**20,022**	**36,568**	**5,768**







Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

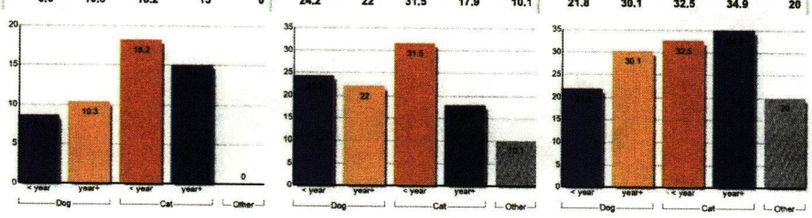
PetPoint

Shelter Statistics - Avg Length of Stay by Intake Type

Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

	Your Shelter					does not include your shelter's data					does not include your shelter's data				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Intake Type															
Clinic	0	14.6	0	0	0	10.3	0	3.1	3	0	1.1	2.9	1.2	3.1	1.4
Owner Surrender	13.2	4.1	0	5.2	0	28.9	21.8	31.1	19.1	24.8	22.1	31.8	27.6	44.4	29.2
Return	0	11.8	0	0	0	14.2	47.6	11.3	24.3	4.1	13.2	54.5	15.5	53.1	33.4
Seized	4.4	10.2	0	28.8	0	12	18.9	37.4	11	2	23.3	26.1	36.6	23.4	31.4
Service	0	0	0	0	0	0	4.3	9.5	4.6	2.7	6.6	5.6	7.1	3.9	17.4
Stray	9.4	10.2	18.2	11.7	0	23.8	22.6	38.3	24	6.4	25.5	31.5	51.7	44.4	28.2
Transfer	0	0	0	0	0	30.2	28	19.4	11.1	3.3	24.9	49.1	28	30.8	53.2
Wildlife	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	1.2
Total															
	8.6	**10.3**	**18.2**	**15**	**0**	**24.2**	**22**	**31.5**	**17.9**	**10.1**	**21.8**	**30.1**	**32.5**	**34.9**	**20**



Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM

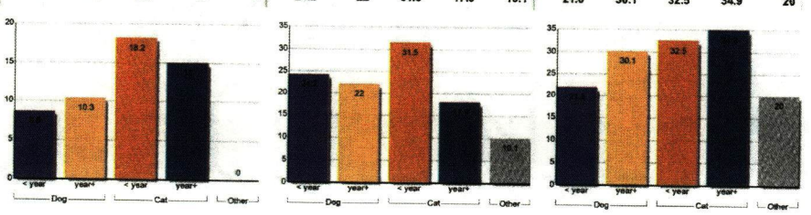
PetPoint

Shelter Statistics - Avg Length of Stay by Outcome Type

Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

	Your Shelter					does not include your shelter's data					does not include your shelter's data				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Outcome Type															
Adoption	7.1	9.7	0	3.5	0	32.3	42.1	46.4	44.1	22.6	26.6	53.3	41.9	47.1	40.7
Clinic	0	14.6	0	0	0	0	0	0.9	2.5	0	1	3	1.3	2	2.1
Died	0	0	0	0	0	11.8	119.2	3.7	8	0	17.6	161.7	23.8	156.7	18.8
Euthanasia	2.8	5.3	0	13.5	0	20.7	15.2	12.2	5.7	0.1	19	19.1	12.3	20	2.9
Missing	0	1	0	0	0	0	80.1	0	58	0	139.2	210.2	197.6	332.5	171.1
Return To Owner	0	4.7	0	16.2	0	2.5	4	16.2	5.5	0	4.7	4.5	23.1	16	3.3
Service	0	0	0	0	0	0	0.1	8.2	5.4	0	2.6	8.5	5.8	6.1	13
Transfer	9.2	13.6	18.2	17	0	17.6	17.7	15.6	13.2	3.5	20.4	39.1	22.5	53.9	22.4
Wildlife	0	0	0	0	0	0	0	0	0	0.4	0	0	0	0	3.2
Total															
	8.6	**10.3**	**18.2**	**15**	**0**	**24.2**	**22**	**31.5**	**17.9**	**10.1**	**21.8**	**30.1**	**32.5**	**34.9**	**20**



Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM

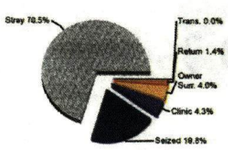
PetPoint
Data Management System

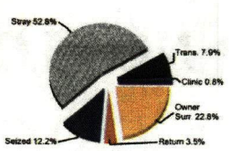
Shelter Statistics – Animal Care Days by Intake Type

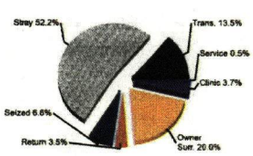
Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

	Your Shelter					North Carolina (54 organizations) *does not include your shelter's data*					United States (1294 organizations) *does not include your shelter's data*				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Intake Type															
Clinic	0	62	0	0	0	277	120	310	162	0	50352	146654	53629	84868	620
Owner Surrender	13	43	0	2	0	12608	13299	10118	9111	480	305800	549158	377352	425057	68886
Return	0	20	0	0	0	1163	3868	507	1474	66	34467	158513	21700	81077	3171
Seized	69	114	8	96	0	4332	12197	2501	5159	257	96457	303781	49436	87912	35055
Service	0	0	0	0	0	0	215	285	170	5	3889	11585	4658	8301	871
Stray	397	307	100	215	0	11660	61232	17339	15016	524	786251	1787362	965632	870230	89431
Transfer	0	0	0	0	0	4746	5554	2693	2468	65	312670	372993	241379	215220	17540
Wildlife	0	0	0	0	0	0	0	0	0	66	0	0	0	0	11303
Total															
	479	**547**	**108**	**313**	**0**	**34786**	**96486**	**33954**	**33560**	**1463**	**1589886**	**3330045**	**1713784**	**1752664**	**226877**







Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM

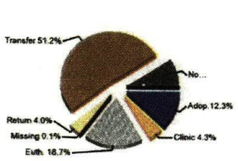
PetPoint
Data Management System

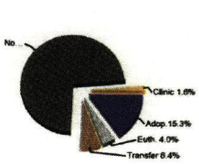
Shelter Statistics – Animal Care Days by Outcome Type

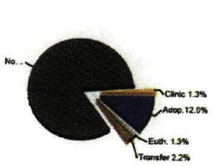
Start Date: March 01, 2024
End Date: March 31, 2024

USNC100
Duplin County Animal Services

	Your Shelter					North Carolina (54 organizations) *does not include your shelter's data*					United States (1294 organizations) *does not include your shelter's data*				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Outcome Type															
Adoption	100	58	19	1	0	8459	7840	8618	5449	275	273151	283710	218203	229057	31367
Clinic	0	62	0	0	0	27	120	14	86	0	2088	4135	2904	6171	78
Died	0	0	0	0	0	197	108	171	58	0	4355	3208	5222	3463	957
Euthanasia	9	82	21	157	0	1016	3771	581	2623	1	18728	68229	5635	21856	1140
Missing	0	1	0	0	0	51	55	0	118	0	1208	3318	4899	3859	738
Return To Owner	12	30	0	16	0	256	980	52	317	0	4717	28743	2228	8759	494
Service	0	0	0	0	0	0	1	223	293	0	715	2742	2482	9338	96
Transfer	328	295	54	64	0	3653	3471	2436	3087	84	58867	58469	26947	39104	4676
Wildlife	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1165
No Outcome	29	19	13	74	0	21126	80159	21858	21529	1103	1226055	2877488	1445286	1431025	186157
Total															
	479	**547**	**108**	**313**	**0**	**34786**	**96486**	**33954**	**33560**	**1463**	**1589886**	**3330045**	**1713784**	**1752664**	**226877**







Earliest entry: 3/1/2024
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PetPoint
Data Management System

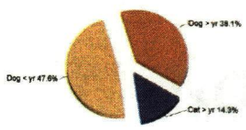
Shelter Statistics - Fees and Revenue

Start Date: March 01, 2024
End Date: March 31, 2024

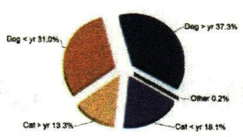
USNC100
Duplin County Animal Services

	Your Shelter					does not include your shelter's data					does not include your shelter's data				
	North Carolina (54 organizations)										United States (1294 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Intake Revenue															
Fees															
Avg Fees ($)	0	10	0	0	0	21	16	34	18	25	57	74	43	57	46
Total Revenue ($)	0	20	0	0	0	105	140	135	235	25	25,321	155,168	21,950	96,258	11,166
Adoption Revenue															
Fees															
Avg Fees ($)	20	16	0	15	0	112	98	80	63	20	236	126	102	72	39
Total Revenue ($)	100	80	0	30	0	18,200	21,860	10,617	7,800	140	1,625,867	1,110,826	553,449	597,923	37,837

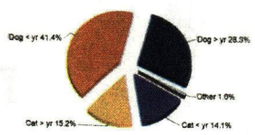
Total Adoption Revenue



Total Adoption Revenue



Total Adoption Revenue



Earliest entry: 3/1/2024
Latest entry: 3/30/2024

Daily Use Date: 11/2/2013
Run Date: 4/11/2024 12:15:48 PM



Intake Detail Report

Print Date **Thursday, April 11, 2024**

Intake StartDate	3/1/2024 12:00 AM	Jurisdiction	All
Intake EndDate	3/31/2024 11:59 PM	Injury Cause	All
Intake Type	All	PreAltered	All
Intake SubType	All	Site Name	All
Species	All	Age Group	All
DOA	All	Animal Tag Type	All
Intake Status	Completed		

Animal#	Animal Name	Species	Breed	Age	Gender	Color	PreAltered	IntakeDate	Intake Type	PetID
ARN	Tag type	Size	Location / Sublocation	Altered	Danger	Danger Reason	S/N	By	Subtype	DOA
Clinic							**Total Intakes: 8**		**Total Unique Animals: 8**	
Owner/Guardian Surrender							**Total Intakes: 9**		**Total Unique Animals: 9**	
Return							**Total Intakes: 1**		**Total Unique Animals: 1**	
Seized / Custody							**Total Intakes: 28**		**Total Unique Animals: 28**	
Stray							**Total Intakes: 89**		**Total Unique Animals: 89**	
Transfer In							**Total Intakes: 1**		**Total Unique Animals: 1**	

Total Count: 136

Outcome Summary Report

Print Date **Thursday, April 11, 2024**

Outcome StartDate	**3/1/2024 12:00 AM**	Outcome Type	**All**
Outcome EndDate	**3/31/2024 11:59 PM**	Outcome SubType	**All**
Species	**All**	Jurisdiction	**All**
Age Group	**All**	TransferOut Reason	**All**
Site	**All**	Outcome Status	**Completed**

Animal#	Name	Species	Primary Breed	Age	Sex	Alter	Outcome Type	Outcome SubType	Outcome By	Recorded By
ARN#	Secondary Breed		Danger	Danger Reason			Jurisdiction	TransferOut Reason	Outcome Date/Time	
Admin Missing							**Total Outcomes: 1**		**Total Unique Animals: 1**	
Adoption							**Total Outcomes: 18**		**Total Unique Animals: 18**	
Clinic Out							**Total Outcomes: 15**		**Total Unique Animals: 15**	
Euthanasia							**Total Outcomes: 30**		**Total Unique Animals: 30**	
Return to Owner/Guardian							**Total Outcomes: 8**		**Total Unique Animals: 8**	
Transfer Out							**Total Outcomes: 77**		**Total Unique Animals: 76**	
Total Count:										**149**

Case Detail

Print Date **Thursday, April 11, 2024**

Case Category	**All**	Case Result	**All**	Include Activities	**False**
Case Type	**All**	Case Result By	**All**	Include Conditions	**False**
Case SubType	**All**	Case Memo Type	**All**	Include Memos	**False**
Case Status	**All**	Include Case Address	**False**	Include Violations	**False**
Case Officer	**All**	Include Animal Info	**False**	Based On	**Case Date/Time**
Officer Site	**All**	Include Person Info	**False**	Date From	**3/1/2024 12:00 AM**
Case Jurisdiction	**All**	Include Animals	**False**	Date To	**3/31/2024 11:59 PM**
City	**All**	Include Persons	**False**		
Patrol Area	**All**				

Case#	Case Category	Case Type	Case Date/Time	Case Status	Case Officer	Case Jurisdiction	Case Result	Case Result Date/Time
	Case Reference #	Case SubType	Reported Date/Time			Patrol Area	Case Result By	Case Review Date/Time
Bite / Scratch								**7**
Enforcement								**14**
Hit by automobile								**1**
Noise Nuisance								**1**
Nuisance								**1**
Stray								**45**
Welfare Check								**5**
Total Count:								**74**

Revenue Report

Print Date Thursday, April 11, 2024

Receipt Date From	3/1/2024 12:00:00 AM	Item	All
Receipt Date To	3/31/2024 11:59:00 PM	Item Group	All
Account Code	All	Site	All
Cash Drawer	All	Payment Type	All
Refunds	Include		

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Paid Cash		Paid Check		Paid Debit		Paid Credit Card		Paid Gift Card		Paid Voucher	
Item	Code	Cash Drawer			Type	(# Units @ Price)	Staff Person	Reference		Total Paid	
Item Number		IRN			UPC#	Item Type		Item Category		Late Fee	
(# Units @ Cost)		Markup %	Tax Code 1 ($)		Tax Code 2 ($)		Discount %	Site			

*CANINE ADOPTION FEE		Group % of Total Sales: 3.05%			SubTotal $110.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$110.00	Total $110.00
	<No Account Code>	Total Items: 9			$110.00	$0.00			$0.00	$110.00	$110.00
*FELINE ADOPTION FEE		Group % of Total Sales: 0.84%			SubTotal $30.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$30.00	Total $30.00
	<No Account Code>	Total Items: 2			$30.00	$0.00			$0.00	$30.00	$30.00
*LONNIE'S ANGELS 72-2206		Group % of Total Sales: 3.92%			SubTotal $140.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$140.00	Total $140.00
	<No Account Code>	Total Items: 3			$140.00	$0.00			$0.00	$140.00	$140.00
*RESCUE DOG TRANSFER FEES		Group % of Total Sales: 15.12%			SubTotal $575.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$575.00	Total $575.00
	4360-34346	Total Items: 23			$575.00	$0.00			$0.00	$575.00	$575.00
1BORDETELLA BRONCHISEPTICA		Group % of Total Sales: 3.92%			SubTotal $140.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$140.00	Total $140.00
	<No Account Code>	Total Items: 14			$140.00	$0.00			$0.00	$140.00	$140.00
1CANINE VOUCHER 72-2206-001		Group % of Total Sales: 28.03%			SubTotal $1,000.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$1000.00	Total $1,000.00
	<No Account Code>	Total Items: 10			$1,000.00	$0.00			$0.00	$1,000.00	$1,000.00

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Paid Cash		Paid Check		Paid Debit		Paid Credit Card		Paid Gift Card		Paid Voucher	
Item	Code	Cash Drawer			Type	(# Units @ Price)	Staff Person	Reference		Total Paid	
Item Number		IRN			UPC#	Item Type		Item Category		Late Fee	
(# Units @ Cost)		Markup %	Tax Code 1 ($)		Tax Code 2 ($)		Discount %	Site			

1Duramune Max 5 VACCINE ONLY		Group % of Total Sales: 3.92%			SubTotal $140.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$140.00	Total $140.00
	<No Account Code>	Total Items: 14			$140.00	$0.00			$0.00	$140.00	$140.00
1FELINE VOUCHER 72-2206-001		Group % of Total Sales: 4.48%			SubTotal $160.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$160.00	Total $160.00
	72-2206-001	Total Items: 2			$160.00	$0.00			$0.00	$160.00	$160.00
1FELOCELL CVR-C		Group % of Total Sales: 0.56%			SubTotal $20.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$20.00	Total $20.00
	<No Account Code>	Total Items: 2			$20.00	$0.00			$0.00	$20.00	$20.00
1RABVAC1		Group % of Total Sales: 5.89%			SubTotal $210.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$210.00	Total $210.00
	<No Account Code>	Total Items: 20			$210.00	$0.00			$0.00	$210.00	$210.00
Admin Fee		Group % of Total Sales: 2.24%			SubTotal $80.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$80.00	Total $80.00
	<No Account Code>	Total Items: 8			$80.00	$0.00			$0.00	$80.00	$80.00
BITE IVESTIGATION		Group % of Total Sales: 7.01%			SubTotal $250.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$250.00	Total $250.00
	<No Account Code>	Total Items: 1			$250.00	$0.00			$0.00	$250.00	$250.00
BOARDING FEE		Group % of Total Sales: 7.57%			SubTotal $270.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$270.00	Total $270.00
	<No Account Code>	Total Items: 18			$270.00	$0.00			$0.00	$270.00	$270.00
OWNER SURRENDER EUTHANASIA		Group % of Total Sales: 4.20%			SubTotal $150.00	Discount $0.00			Tax $0.00	Total Due / Paid $0.00/$150.00	Total $150.00
	<No Account Code>	Total Items: 3			$150.00	$0.00			$0.00	$150.00	$150.00

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Paid Cash		Paid Check		Paid Debit		Paid Credit Card		Paid Gift Card		Paid Voucher	
Item	Code	Cash Drawer			Type	(# Units @ Price)	Staff Person	Reference		Total Paid	
Item Number		IRN			UPC#	Item Type		Item Category		Late Fee	
(# Units @ Cost)		Markup %	Tax Code 1 ($)		Tax Code 2 ($)		Discount %	Site			

OWNER SURRENDER FEE	Group % of Total Sales: 0.56%	SubTotal $20.00	Discount $0.00	Tax $0.00	Total Due / Paid $0.00/$20.00	Total $20.00
<No Account Code>	Total Items: 2	$20.00	$0.00	$0.00	$20.00	$20.00
RECLAIM FEE	Group % of Total Sales: 2.80%	SubTotal $100.00	Discount $0.00	Tax $0.00	Total Due / Paid $0.00/$100.00	Total $100.00
<No Account Code>	Total Items: 4	$100.00	$0.00	$0.00	$100.00	$100.00
VET FEES	Group % of Total Sales: 4.85%	SubTotal $173.00	Discount $0.00	Tax $0.00	Total Due / Paid $0.00/$173.00	Total $173.00
<No Account Code>	Total Items: 2	$173.00	$0.00	$0.00	$173.00	$173.00

	830	738	568	680	748	844
NOTES						
NEW RESIDENCE	8	12	2	6	12	18
RESIDENTIAL ADDITION/RENOVATION/ALTERATIONS	9	3	3	5	10	14
COMMERCIAL/MULTI FAMILY NEW CONSTRUCTION	1	2	1	2	3	0
COMMERICAL ADDITION/RENOVATION/UPFIT	2	12	11	11	7	7
MANUFACTURED/MODULAR HOMES	24	21	16	24	31	29
SIGNS/ABC/DAYCARE/POOL/OTHER	6	7	4	9	7	8
RELOCATED BUILDING	0	0	1	0	1	0
STORAGE BLDG./DECK/PORCH	6	5	2	0	8	2
GENERAL ELECTRICAL	134	99	77	122	121	129
POULTRY/SWINE HOUSES	4	0	0	0	6	0
POOL BONDING	2	1	0	0	0	1
MECHANICAL	65	49	51	63	86	60
PLUMBING	52	52	34	52	58	69
GAS PIPING	9	14	6	6	5	9
INSULATION	2	2	2	2	1	1
	32,580.80	28,646.56	22,287.80	34,114.76	39,113.16	41,695.80

DUPLIN COUNTY COMMUNICATIONS/911 ADDRESSING	2024	2024	2024	2023	2023	2023
	March	February	January	December	November	October
TOTAL # OF ADDRESSING RECORDS	49,051	49,025	48,979	48,986		
TOTAL # OF ROADS, LANES & STREETS	2099	2098	2097	2098	2098	2098
TOTAL # TELEPHONE CO RECORD CHANGES	131	188	363	345	227	312
KEYING ACTIVITY REPORT	104	159	159	132	131	132
DAILY AVERAGE DOWNLOAD FROM CENTURYLINK	43	47	73	86	56	62
NEW ADDRESS ASSIGNED	36	56	31	22	18	16
RESIDENTIAL	26	44	28	19	15	14
BUSINESS	1	1	2	1	3	2
FARMS	0	0	0	0	0	0
OTHER	9	11	1	2	0	1
FIELD VERIFIED ADDRESS FOR PHONE CO/USPS	0	3	7	0	1	9
ADDRESS CHANGED	1	12	0	3	0	0
ROAD SIGNS INSTALLED OR REPAIRED	177	221	142	105	50	91
ROAD SIGNS MADE IN HOUSE	23	26	16	33	23	34
POST TAKEN FROM INVENTORY	4	6	7	4	1	16
AT NUMBERS (INTERSECTIONS)	4	5	18	2	2	6
MAPS MADE IN HOUSE	3	1	2	1	2	0
CENTERLINE WORK	75	160	69	67	156	202
ADDRESS POINTS	64	115	210	84	227	90
NUMBER OF 911 CALLS	8408	8081	8156	8135	8186	9015
Submitted by Melissa B Kennedy, April 9, 2024						

DUPLIN COUNTY COMMUNICATIONS/911 ADDRESSING	2024	2024	2024	2024	2023	2023
	April	March	February	January	December	November
TOTAL # OF ADDRESSING RECORDS	49,052	49,051	49,025	48,979	48,986	
TOTAL # OF ROADS, LANES & STREETS	2099	2099	2098	2097	2098	2098
TOTAL # TELEPHONE CO RECORD CHANGES	201	131	188	363	345	227
KEYING ACTIVITY REPORT	120	104	159	159	132	131
DAILY AVERAGE DOWNLOAD FROM CENTURYLINK	40	43	47	73	86	56
NEW ADDRESS ASSIGNED	28	36	56	31	22	18
RESIDENTIAL	24	26	44	28	19	15
BUSINESS	0	1	1	2	1	3
FARMS	0	0	0	0	0	0
OTHER	4	9	11	1	2	0
FIELD VERIFIED ADDRESS FOR PHONE CO/USPS	0	0	3	7	0	1
ADDRESS CHANGED	0	1	12	0	3	0
ROAD SIGNS INSTALLED OR REPAIRED	144	177	221	142	105	50
ROAD SIGNS MADE IN HOUSE	52	23	26	16	33	23
POST TAKEN FROM INVENTORY	12	4	6	7	4	1
AT NUMBERS (INTERSECTIONS)	27	4	5	18	2	2
MAPS MADE IN HOUSE	2	3	1	2	1	2
CENTERLINE WORK	65	75	160	69	67	156
ADDRESS POINTS	82	64	115	210	84	227
NUMBER OF 911 CALLS	8778	8408	8081	8156	8135	8186
Submitted by Melissa B Kennedy, May 1, 2024						

NC COOPERATIVE EXTENSION

N.C. A&T STATE UNIVERSITY | NC STATE

THE CULTIVATOR

A Review of March 2024

DUPLIN COUNTY CENTER

Duplin County Center
165C Agriculture Drive
Kenansville, NC 28349

Website: https://duplin.ces.ncsu.edu
Duplin County Center-NCCE Facebook: https://go.ncsu.edu/zgvcr9a
4-H Facebook: https://go.ncsu.edu/om3spc0

Phone: 910.296.214
Fax: 910.296.219

Amanda Hatcher
County Extension Director, Livestock

Wanda Bell
ministrative Assistant: irector, 4-H, Family & Consumer Sciences

Wanda Hargrove
Support Specialist: griculture, Livestock, acilities Coordinator

Jessica Hall
ivestock and Forages

Della King
griculture, Field Crops

Tom Hroza
Horticulture

Rachel Ezzell
amily and Consumer Science

James Hartsfield
rea Specialized Agent, arm Management NC A&T State

Walter Adams
griculture & Natural esources Technician NC A&T State

Bridget Huffman
H Youth Development

Charmae Kendall
-H Program Assistant, Youth griculture/Livestock

Jasmine Williams
4-H Prevention Coordinator

Notes from the Director..... Amanda Hatcher

- Attended Eventbrite training and County Extension Director training with NC State Extension
- Progressed on business class for graduate school
- Attended the county department head meeting
- Set up Voluntary Ag District meeting schedule

Livestock..... Amanda Hatcher, Livestock and Forage



- Assisted numerous growers with the swine renewal permit process
- Presented to 10th graders at career fair about careers in agriculture
- Set up for Duplin Grows and helped with this two-day agriculture awareness event for 2nd graders March 26-27
- Assisted with 4-H achievement program
- Spoke to agriculture students at Women in Agriculture conference
- Assisted 77 farmers in nutrient management and 2 farmers in crop management
- Face-to-face contacts: 1,146, Non face-to-face contacts: 163

Livestock..... Jessica Hall, Livestock and Forage

- Hosted monthly Duplin County Cattlemen's Association Meeting with Sampson County where forage seed varieties available at Clifton Seed were presented. If interested in joining DCCA, contact jessica_hall@ncsu.edu.
- Provided technical assistance to producers with forage sampling, soil sampling, grant funding, cost share programs, pasture planning, well and livestock drinking water analyses, weed control, and more.
- Attended Women in Ag event hosted by Duplin County Agribusiness Academy.
- Participated in Duplin Grows event for second graders in Duplin County running the "Ruminant Station" where students learned about sheep, goats, and cattle, and made a human feed ration.
- Face-to-face contacts: 898, Non face-to-face contacts: 362

Field Crops..... Della King, Field Crop Agent

- Attended the following meetings: Tobacco Tuesday Program Team Zoom Mtg, Data At Work Agent Training, Science for Success: Pre-Season Maturity Group, Planting Date, PSI Agent Training, Science for Success: In-Season Fertilizer and Fungicide Zoom Series, Grains Agronomic Program Team Meeting, Science for Success: Late-Season Desiccation Decisions Zoom Series, NCACAA Officer Meeting

Britt Building Monthly Usage

March Total number of events: 41

Total attendance for the events: 1864

Public events: 40

Private events: 1

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, creed, national origin, religion, sex, age, veteran status or disability. In addition, the two Universities welcome all persons without regard to sexual orientation. North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture, and local governments cooperating.

- Assisted growers with questions as needed
- Assisted 4-H with preparing for events
- Talked to the JSCC Sustainable Agriculture Class
- Assisted with Duplin Grows
- Face-to-face contacts: 767, Non face-to-face contacts: 595



Horticulture..... Tom Hroza, Horticulture

- Addressed increased potting soil prices and educated about composting. The benefits of compost to the new plants and the money saved make for a good combination.
- Assisted homeowners with turf weed questions. Now is the time to take soil samples and add missing nutrients. The easiest way to control weeds in turf is to take care of the lawn you have. Mow at the right height, lime and fertilizer according to soil test and spot spray problem weeds.
- Worked with clients for spring gardens. Vegetable plants are expensive, plan ahead and grow your own from seed.



- Presented at Duplin Grows with over 750 second graders participating, talking about the importance of including potatoes in our diet.
- Talked to Master Gardeners in Pender County about the importance of weed control in Turf and Garden beds.
- Face-to-face contacts: 800, Non face-to-face contacts: 900

Family and Consumer Science (FCS)..... Rachel Ezzell, FCS Agent

- Presented about nutrition and my role as a Family and Consumer Sciences (FCS) agent with the students in Beulaville's new Family and Consumer Sciences Club.
- Continued nutrition education programming with Kenansville Elementary Pre-K and Chinquapin Elementary. This concluded programming with Chinquapin for the school year.
- Collaborated with Horticulture Agent Tom Hroza to utilize Steps to Health grant funding to revitalize school garden with Kenansville Pre-K.
- Presented about nutrition, career opportunities within agriculture, and Duplin County agriculture statistics in partnership with the Duplin Agri-Business Academy at each high school and the early college.



- Presented about reading nutrition labels with each of the 5 congregate nutrition sites with Senior Services to celebrate National Nutrition Month.
- Hosted a Knife Skills Workshop. This hands-on workshop focused on safe techniques when holding your knife, different types of knives and their use, how to sharpen knives, and storing your knives. Then participants applied their learning by preparing curried cauliflower and chickpea tacos, mushroom beef tacos, and cowboy caviar. (Picture R)

- Judged all applications for awards submitted within our state FCS association. As part of my role as the district Vice President of Professional Development & Recognition.
- Participated in Farm to Early Childhood Education Work Group meeting via Zoom & advocated for flexibility in use of grant funding for programming with early childhood sites. Attended district FCS meetings and trainings here in Duplin County as well as Onslow, Duplin Coalition for Health, and a pilot group meeting with the More In My Basket team with NC State Extension. Shadowed sourdough class in Jones County to see how their FCS agent presented material.



- Hosted a station at Duplin Grows (largely organized by Charmae Kendall) focusing on produce that grows here in Duplin County and how it connects to MyPlate. Our station included a bingo game as an interactive way to highlight this material. Extension Master Food Volunteers, Extension and Community Association (ECA) members, and Sampson County FCS agent Sydney Knowles were a huge help in running this station to reach around 750 students. (Picture L)
- Utilized community service leave to complete volunteer hours in conjunction with graduate school coursework while building relationships with potential sites in the county for food and nutrition programming in the fall.
- Finalized and submitted a grant through the NC AHS (Agricultural and Human Sciences) Board at NCSU to support FCS programming in the county.
- Face-to-face contacts: 1,181, Non face-to-face contacts: 707

Small Farms.....James Hartsfield, Farm Management (Duplin/Sampson)

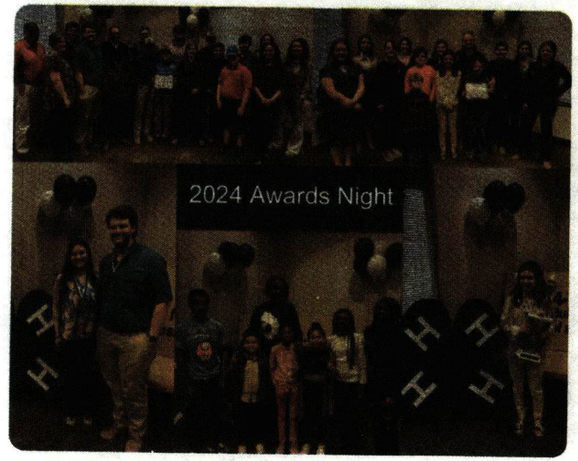
- Completed news articles for NCA&T Small Farms Week.
- Visited a farmer to provide information on High Tunnel Farming.
- Visited with a producer to provide information on the Plasticulture Equipment Rental Cash Back Program.
- Attended Grassroots Leadership Academy on Emergency and Preparedness
- Attended Small Farms Week Activities in Goldsboro and Greensboro NC.
- Face-to-face contacts: 25, Non face-to-face contacts: 65,000

Agriculture & Natural Resources.....Walter Adams, Tech. (Duplin/Lenoir)

- Assisted growers with pesticide exam questions and registration
- Participated in NC A&T 4th Friday Zoom meeting
- Assisted with Duplin Grows Event
- Helped to identify insects
- Face-to-face contacts: 764, Non face-to-face contacts: 85

4-H and Youth Development..... Bridget Huffman, 4-H Agent

- Celebrated and Presented Ag Awareness with all the 5th graders at Beulaville Elementary School. They learned about what agriculture is and the different kinds of farms and what products and/or foods come from those farms. They created a "Farm Web." Approximately 85 students participated.
- Attended DAISY meeting, county staff updates, 4-H updates and trainings, reports, and State Extension updates.
- Hosted the annual 4-H Awards Program. 2023 4-H awards were given to 4-H'ers and club leaders. (Picture below)



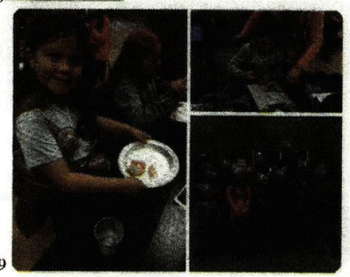
- Participated in the 10th grade Career & College Fair at the Duplin Events Center. Amanda Hatcher and I presented on behalf of Duplin Cooperative Extension.
- Taught was at Lynda's Funtime Junction Afterschool in Wallace. The lesson focused on nutrition and exercise. March is National Nutrition Month.



- Directed monthly teen leadership group. Arabella Crews presented her presentation on Bees that she will be doing at DAD in June and then the group worked on leadership activities. (Picture L)
- Prepared for our annual food show on April 24th.
- Assisted with Duplin Grows. All 2nd graders across the county came to learn about the importance of agriculture and where their food comes from.
- Face-to-face contacts: 1,886, Non face-to-face contacts: 3,760

Charmae Kendall, 4-H Agriculture/Livestock Program Assistant

- Led Duplin Pig Project Practices on Monday and Thursday evenings with Youth Quality Care for Animals lessons and prepared for Coastal Plains Show and Sale. (Picture R)
- Worked the ring at the NC State Extravaganza Livestock Show and Pig Circuit events
- Assisted with the Duplin 4-H Achievement Night
- Facilitated Seed station at Women in Ag Event for High Schoolers
- Conducted and organized Duplin Grows Ag Awareness field trip for 750 2nd graders with 12 Learning stations (Picture below) along with coordinating volunteers to assist.
- Face-to-face contacts: 1,620. Non face-to-face contacts: 2,719



Duplin Grows Ag Awareness is a field trip for 750 2nd graders with 12 Learning stations



Jasmine Williams, 4-H Prevention Coordinator

- Attended JCPC and the Duplin Co. Substance Use Coalition.
- Completed class at North Duplin Elementary - 104 students.
- Continued monthly merchant education activities for Duplin and Sampson counties

FY 2024
SALES TAX REPORT FOR THE PURCHASE MONTH OF JANUARY RECEIVED IN APRIL

ARTICLE 39

PURCHASE MONTH	DISTRIBUTION MONTH	FY 24 ACTUAL	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
JULY	OCTOBER	495,991.40	460,818.32	457,573.41	427,182.25
AUGUST	NOVEMBER	513,122.83	479,755.43	427,349.77	392,404.62
SEPTEMBER	DECEMBER	490,037.02	496,342.32	414,041.24	405,011.20
OCTOBER	JANUARY	460,118.92	463,630.99	400,175.55	384,453.05
NOVEMBER	FEBRUARY	518,248.14	364,212.57	351,915.06	351,358.13
DECEMBER	MARCH	423,877.90	546,338.21	476,025.91	443,143.03
JANUARY	APRIL	467,630.40	453,297.42	400,423.99	404,614.63
FEBRUARY	MAY	-	400,734.07	396,214.81	358,703.95
MARCH	JUNE	-	500,590.56	486,430.41	456,776.99
APRIL	JULY	-	476,825.85	483,971.68	459,458.81
MAY	AUGUST	-	514,839.19	436,910.71	440,756.95
JUNE	SEPTEMBER	-	533,561.50	489,732.40	457,573.41
	ARTICLE TOTAL	**3,369,026.61**	**5,690,946.43**	**5,220,764.94**	**4,981,437.02**

ARTICLE 40

PURCHASE MONTH	DISTRIBUTION MONTH	FY 24 ACTUAL	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
JULY	OCTOBER	286,511.95	277,217.58	314,630.28	270,611.54
AUGUST	NOVEMBER	284,657.82	280,024.99	236,164.76	249,665.05
SEPTEMBER	DECEMBER	240,291.48	275,221.91	236,119.58	264,679.48
OCTOBER	JANUARY	265,881.15	264,742.13	235,572.14	258,943.88
NOVEMBER	FEBRUARY	277,188.00	261,224.00	252,646.72	282,949.70
DECEMBER	MARCH	310,302.54	306,365.33	283,307.22	307,713.65
JANUARY	APRIL	244,364.29	257,322.75	217,544.16	260,832.19
FEBRUARY	MAY	-	211,806.82	210,454.03	218,240.63
MARCH	JUNE	-	287,821.87	271,478.36	309,547.51
APRIL	JULY	-	254,700.06	268,244.37	289,056.33
MAY	AUGUST	-	284,649.97	265,359.04	321,629.72
JUNE	SEPTEMBER	-	302,591.56	285,899.57	314,630.28
	ARTICLE TOTAL	**1,909,197.23**	**3,263,688.96**	**3,077,420.23**	**3,348,499.95**

ARTICLE 42

PURCHASE MONTH	DISTRIBUTION MONTH	FY 24 ACTUAL	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
JULY	OCTOBER	35,329.73	23,964.58	2,171.79	21,433.94
AUGUST	NOVEMBER	43,302.05	28,729.47	35,798.87	21,223.96
SEPTEMBER	DECEMBER	2,031.07	42,608.75	29,992.58	17,808.56
OCTOBER	JANUARY	32,498.43	32,862.17	25,284.67	10,615.56
NOVEMBER	FEBRUARY	53,022.92	-9,836.24	(12,782.68)	10,746.11
DECEMBER	MARCH	(16,806.26)	45,798.34	23,571.72	4,059.20
JANUARY	APRIL	52,199.35	35,456.72	42,561.14	21,219.86
FEBRUARY	MAY	-	45,504.28	42,039.91	28,537.48
MARCH	JUNE	-	34,409.98	39,082.30	93,318.08
APRIL	JULY	-	51,376.66	40,750.36	18,783.51
MAY	AUGUST	-	43,974.94	20,552.71	(13,493.46)
JUNE	SEPTEMBER	-	40,887.13	29,628.10	2,171.79
	ARTICLE TOTAL	**201,577.28**	**415,736.78**	**318,651.47**	**236,424.59**

ARTICLE 44

PURCHASE MONTH	DISTRIBUTION MONTH	FY 24 ACTUAL	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
JULY	OCTOBER	-	13.09	-	253.14
AUGUST	NOVEMBER	-	10.48	1.74	44.21
SEPTEMBER	DECEMBER	-	-	-	10.14
OCTOBER	JANUARY	-	-	-	15.51
NOVEMBER	FEBRUARY	(0.66)	-	15.33	(22.36)

DECEMBER	MARCH	-	(0.98)	-	(188.91)
JANUARY	APRIL	-	12.27	-	-
FEBRUARY	MAY	-	-	-	18.58
MARCH	JUNE	-	(74.55)	-	4.28
APRIL	JULY	-	-	(103.19)	-
MAY	AUGUST	-	-	(0.02)	-
JUNE	SEPTEMBER	-	-323.15	-	-
	ARTICLE TOTAL	**(0.66)**	**-362.84**	**(86.14)**	**134.59**

ARTICLE 44-524

PURCHASE MONTH	DISTRIBUTION MONTH	FY 24 ACTUAL	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
JULY	OCTOBER	198,613.11	182,507.34	159,517.49	139,634.41
AUGUST	NOVEMBER	198,640.40	182,454.62	157,647.11	139,815.46
SEPTEMBER	DECEMBER	198,640.40	182,454.62	157,647.11	139,815.46
OCTOBER	JANUARY	198,640.40	182,454.62	157,647.11	139,815.46
NOVEMBER	FEBRUARY	198,743.97	182,485.74	157,748.35	139,812.65
DECEMBER	MARCH	198,743.97	182,485.74	157,748.35	139,812.65
JANUARY	APRIL	198,743.97	182,485.74	157,748.35	139,812.65
FEBRUARY	MAY	-	182,485.74	157,748.35	139,812.65
MARCH	JUNE	-	182,485.74	157,748.35	139,812.65
APRIL	JULY	-	182,485.74	157,748.35	139,812.65
MAY	AUGUST	-	182,485.74	157,748.35	159,517.49
JUNE	SEPTEMBER	-	198,613.11	182,507.34	159,517.49
	ARTICLE TOTAL	**1,390,766.22**	**2,205,884.49**	**1,919,204.61**	**1,716,991.67**

CITY HOLD HARMLESS

PURCHASE MONTH	DISTRIBUTION MONTH	FY 24 ACTUAL	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL
JULY	OCTOBER	(110,581.15)	-108,260.82	(119,296.78)	(100,004.97)
AUGUST	NOVEMBER	(109,242.71)	-109,815.57	(91,005.34)	(90,917.30)
SEPTEMBER	DECEMBER	(98,380.36)	-105,304.44	(91,274.94)	(96,637.64)
OCTOBER	JANUARY	(102,623.14)	-103,004.55	(91,133.01)	(95,698.71)
NOVEMBER	FEBRUARY	(104,184.28)	-105,815.88	(103,344.26)	(102,869.56)
DECEMBER	MARCH	(126,022.94)	-116,655.57	(111,531.17)	(114,866.63)
JANUARY	APRIL	(91,366.71)	-98,833.04	(80,256.64)	(94,582.66)
FEBRUARY	MAY	-	-78,456.16	(78,884.60)	(77,852.07)
MARCH	JUNE	-	-111,538.51	(104,233.92)	(116,904.76)
APRIL	JULY	-	-94,740.40	(102,414.29)	(107,968.37)
MAY	AUGUST	-	-109,081.66	(103,751.80)	(124,472.05)
JUNE	SEPTEMBER	-	-116,597.12	(111,820.54)	(119,296.78)
	ARTICLE TOTAL	**(742,401.29)**	**-1,258,103.72**	**(1,188,947.29)**	**(1,242,071.50)**
	GRAND TOTAL	**6,128,165.39**	**10,317,790.10**	**9,347,007.82**	**9,041,416.32**

	FY 24 BUDGET	FY 24 ACTUAL	FY 24 ESTIMATES	FY 23 RECEIPTS	FY 22 RECEIPTS
ARTICLE 39	4,314,352.00	2,626,625.32	4,502,786.26	4,432,842.71	4,031,817.65
ARTICLE 40	4,501,358.00	1,909,197.23	3,272,909.53	3,263,688.96	3,077,420.23
ARTICLE 42	342,043.00	201,577.28	345,561.06	415,736.78	318,651.47
ARTICLE 44	-	-0.66	(1.13)	(362.84)	(86.14)
ARTICLE 44-524	2,189,705.00	1,390,766.22	2,384,170.66	2,205,884.49	1,919,204.61
	11,347,458.00	6,128,165.39	10,505,426.38	10,317,790.10	9,347,007.82

DUPLIN COUNTY GARAGE
MONTHLY DEPARTMENT TOTALS SUMMARY

Maintenance Type	Part Cost	Labor Cost	Total Cost
Brakes & Rotors	1563.70	103.72	**1667.42**
Def Refuel	823.59		**823.59**
Diesel Truck Service	1378.17	155.58	**1533.75**
Diesel Equipment Service	540.38	90.76	**631.14**
Garage Road Call	1135.30	51.86	**1187.16**
General Repair	2910.51	622.40	**3532.91**
Oil Change/Service	2151.15	414.92	**2566.07**
Outside Repairs	1889.20	0.00	**1889.20**
Alignment Only			**0.00**
P.M. Maintenance	229.10	311.18	**540.28**
State Inspection	14.45	12.97	**27.42**
Tire Change	12437.56	233.44	**12671.00**
Tire Repair	70.00	64.84	**134.84**
Wrecker Call			**0.00**
Strip Vehicle			**0.00**
Totals	**25143.11**	**2061.67**	**27204.78**

	Animal Control			Collections			Collections Equipment		
Maintenance Type	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors	37.99		37.99			0.00			0.00
Def Refuel			0.00	164.32		164.32	7.90		7.90
Diesel Truck Service			0.00	352.78	77.79	430.57			0.00
Diesel Equipment Service			0.00			0.00			0.00
Garage Road Call			0.00			0.00			0.00
General Repair	285.44	0.00	285.44	447.82	116.69	564.51			0.00
Oil Change/Service	65.84		65.84	451.70	168.56	620.26			0.00
Outside Repairs			0.00	984.20		984.20			0.00
Alignment Only			0.00			0.00			0.00
P.M. Maintenance			0.00			0.00			0.00
State Inspection			0.00			0.00			0.00
Tire Change			0.00	3566.71	77.82	3644.53			0.00
Tire Repair			0.00		25.94	25.94			0.00
Wrecker Call			0.00			0.00			0.00
Strip Vehicle			0.00			0.00			0.00
Totals	389.27	0.00	389.27	5967.53	466.80	6434.33	7.90	0.00	7.90
	EMS			Emergency Management			Enviromental Health		
Maintenance Type	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors	150.99		150.99			0.00			0.00
Def Refuel	19.75		19.75			0.00			0.00
Diesel Truck Service			0.00			0.00			0.00
Diesel Equipment Service			0.00			0.00			0.00
Garage Road Call	124.00		124.00			0.00			0.00
General Repair	634.47		634.47			0.00	11.09		11.09
Oil Change/Service	160.22		160.22	39.38		39.38	73.38		73.38
Outside Repairs	435.00		435.00			0.00			0.00
Alignment Only			0.00			0.00			0.00
P.M. Maintenance			0.00			0.00			0.00
State Inspection			0.00			0.00	1.70		1.70
Tire Change	647.39		647.39			0.00			0.00
Tire Repair			0.00			0.00			0.00
Wrecker Call			0.00			0.00			0.00
Strip Vehicle			0.00			0.00			0.00
Totals	2171.82	0.00	2171.82	39.38	0.00	39.38	86.17	0.00	86.17

Maintenance Type	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors			0.00			0.00	25.36		25.36
Def Refuel			0.00			0.00			0.00
Diesel Truck Service			0.00			0.00			0.00
Diesel Equipment Service			0.00			0.00			0.00
Garage Road Call	98.25		98.25			0.00			0.00
General Repair			0.00			0.00			0.00
Oil Change/Service			0.00	25.36		25.36			0.00
Outside Repairs			0.00			0.00			0.00
Alignment Only			0.00			0.00			0.00
P.M. Maintenance			0.00			0.00			0.00
State Inspection			0.00			0.00			0.00
Tire Change			0.00			0.00			0.00
Tire Repair			0.00			0.00			0.00
Wrecker Call			0.00			0.00			0.00
Strip Vehicle			0.00			0.00			0.00
Totals	98.25	0.00	98.25	25.36	0.00	25.36	25.36	0.00	25.36
	Social Services			Solid Waste Disposal			Solid Waste Disposal Equip.		
Maintenance Type	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors	62.98		62.98	966.58	51.86	1018.44			0.00
Def Refuel			0.00	469.67		469.67	161.95		161.95
Diesel Truck Service			0.00	1025.39	77.79	1103.18			0.00
Diesel Equipment Service			0.00			0.00	540.38	90.76	631.14
Garage Road Call			0.00			0.00			0.00
General Repair	23.65		23.65	725.18	246.36	971.54			0.00
Oil Change/Service	110.03		110.03	492.10	77.79	569.89			0.00
Outside Repairs			0.00			0.00			0.00
Alignment Only			0.00			0.00			0.00
P.M. Maintenance			0.00			0.00			0.00
State Inspection	5.10		5.10			0.00			0.00
Tire Change	145.85		145.85	5624.57	142.65	5767.22			0.00
Tire Repair			0.00	70.00	38.90	108.90			0.00
Wrecker Call			0.00			0.00			0.00
Strip Vehicle			0.00			0.00			0.00
Totals	347.61	0.00	347.61	9373.49	635.35	10008.84	702.33	90.76	793.09
	Sheriff			Sheriff/Equip.			Sheriff/Jail		

Brakes & Rotors	65.18		65.18			0.00			0.00
Def Refuel			0.00			0.00			0.00
Diesel Truck Service			0.00			0.00			0.00
Diesel Equipment Service			0.00			0.00			0.00
Garage Road Call	528.89		528.89			0.00	203.75		203.75
General Repair	301.68		301.68			0.00	360.51		360.51
Oil Change/Service	386.60		386.60	36.33		36.33	91.34		91.34
Outside Repairs			0.00			0.00			0.00
Alignment Only			0.00			0.00			0.00
P.M. Maintenance			0.00			0.00			0.00
State Inspection	5.95		5.95			0.00	0.85		0.85
Tire Change	1926.00		1926.00			0.00			0.00
Tire Repair			0.00			0.00			0.00
Wrecker Call			0.00			0.00			0.00
Strip Vehicle			0.00			0.00			0.00
Totals	**3214.30**	**0.00**	**3214.30**	**36.33**	**0.00**	**36.33**	**656.45**	**0.00**	**656.45**
	Sheriff/Resource			**Transportation**			**Water**		
Maintenance Type	**Part Cost**	**Labor Cost**	**Total Cost**	**Part Cost**	**Labor Cost**	**Total Cost**	**Part Cost**	**Labor Cost**	**Total Cost**
Brakes & Rotors			0.00			0.00	279.98	51.86	331.84
Def Refuel			0.00			0.00			0.00
Diesel Truck Service			0.00			0.00			0.00
Diesel Equipment Service			0.00			0.00			0.00
Garage Road Call			0.00	180.41	51.86	232.27			0.00
General Repair			0.00	59.40	207.48	266.88	61.27	51.87	113.14
Oil Change/Service	65.84		65.84	375.00		375.00	127.67	168.57	296.24
Outside Repairs	95.00		95.00			0.00			0.00
Alignment Only			0.00			0.00			0.00
P.M. Maintenance			0.00	229.10	311.18	540.28			0.00
State Inspection			0.00	0.85	12.97	13.82			0.00
Tire Change	244.00		244.00			0.00	283.04	12.97	296.01
Tire Repair			0.00			0.00			0.00
Wrecker Call			0.00			0.00			0.00
Strip Vehicle			0.00			0.00			0.00
Totals	**404.84**	**0.00**	**404.84**	**844.76**	**583.49**	**1428.25**	**751.96**	**285.27**	**1037.23**

Office of the
DUPLIN COUNTY REGISTER OF DEEDS
Anita Marie Savage, Register of Deeds
Post Office Box 970; 118 Duplin Street, Kenansville, NC 28349
Telephone: (910) 296-2108 Fax: (910) 296-2344
anita.savage@duplincountync.com
www.duplinrod.com

MONTHLY REPORT FOR DUPLIN COUNTY REGISTER OF DEEDS APRIL 2024

Submitted this 1st day of May, 2024

Anita Marie Savage

Register of Deeds

Recorder and Custodian of County Records

Ledger Report Fee Distribution
Anita Marie Savage, REGISTER OF DEEDS
Duplin, NC
Date Range From Monday, April 1, 2024 to Tuesday, April 30, 2024

Name	Amount
Vital Records Fund	$296.00
State Treasurer Amount	$2,449.00
Escrow Credit Total	$530.00
State Revenue Stamp	$12,365.15
County Revenue Stamp	$12,869.85
NC Children's Trust Fund	$160.00
NC Domestic Violence Fund	$960.00
ROD General Fund	$16,472.98
ROD Automation Fund	$1,883.23
Supplemental Retirement	$334.04
Total Distribution For Period	$48,320.25
Cash Total	$5,947.75
Check Total	$17,246.50
Pay Account Total	$1,899.50
Escrow Account Total	$640.25
ACH Total	$22,590.25
Overpayment Total	($4.00)
Total Deposit For Period	$47,680.00

Report Generated at Wednesday, May 1, 2024 10:09 AM

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS
Duplin, NC
04/01/2024-04/30/2024

Category	Receipt Code		Count	Total											
BOND AND OATH					Recording	Special	Floodplain Mapping	Excise Tax	Land Transfer	Dept Cultural Res	Pension Fund	Automation Fund	State General Fund	State Treasurer Amt	County Receipts
	OATH	PUBLIC OFFICIALS - OATH	1	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Category Totals		1	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
ESCROW CREDIT					Escrow Credit										
	ESCROW	ESCROW CREDIT	3	$530.00	$530.00										
	Category Totals		3	$530.00	$530.00										
MAP					Recording	Special	Floodplain Mapping	Excise Tax	Land Transfer	Dept Cultural Res	Pension Fund	Automation Fund	State General Fund	State Treasurer Amt	County Receipts
	MAP	MAP	48	$1,092.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$16.61	$107.63	$0.00	$0.00	$967.76
	Category Totals		48	$1,092.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$16.61	$107.63	$0.00	$0.00	$967.76
MARR					Fee	NCCTF	DVCF	Pension Fund	Automation Fund	County Receipts					
	ML	MARRIAGE LICENSE	32	$1,920.00	$0.00	$160.00	$960.00	$28.80	$77.12	$694.08					
	Category Totals		32	$1,920.00	$0.00	$160.00	$960.00	$28.80	$77.12	$694.08					
NO BOOK					Fee	Special	Pension Fund	Automation Fund	County Receipts						
	AMDVIT	AMENDMENT - VITALS	1	$10.00	$0.00	$0.00	$0.15	$0.99	$8.86						
	BIRTH	CERTIFIED COPY - BIRTH	185	$1,840.00	$0.00	$0.00	$27.60	$182.16	$1,630.24						
	BIRTHSE	CERTIFIED COPY - SENIOR BIRTI	10	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00						
	CCOPY	CERTIFIED COPY - REAL PROPEI	3	$33.00	$0.00	$0.00	$0.50	$3.25	$29.25						
	COPY	COPIES	75	$95.75	$0.00	$0.00	$1.41	$9.35	$84.99						
	COPYP	COPIES - FULL SIZE PLAT	3	$16.00	$0.00	$0.00	$0.24	$1.57	$14.19						
	COPYV	COPIES - VITAL RECORDS	19	$7.25	$0.00	$0.00	$0.08	$0.66	$6.51						
	DEATH	CERTIFIED COPY - DEATH	241	$2,410.00	$0.00	$0.00	$36.15	$238.59	$2,135.26						
	FAXCO	FAX - NON TOLL FREE	1	$0.25	$0.00	$0.00	$0.00	$0.02	$0.23						
	MARR	CERTIFIED COPY - MARRIAGE	64	$640.00	$0.00	$0.00	$9.60	$63.36	$567.04						

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS

Duplin, NC

04/01/2024-04/30/2024

Category	Receipt Code		Count	Total										
	RETCHK	RETURNED CHECK FEE	1	$35.00	$0.00	$0.00	$0.52	$3.45	$31.03					
	Category Totals		603	$5,087.25	$0.00	$0.00	$76.25	$503.40	$4,507.60					
PROPERTY					**Recording**	**Special**	**Floodplain Mapping**	**Excise Tax**	**Land Transfer**	**Dept Cultural Res**	**Pension Fund**	**Automation Fund**	**State General Fund**	**State Treasurer Amt**	**County Receipts**
	ABN	ASSUMED BUSINESS NAME	7	$182.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2.73	$13.58	$0.00	$43.40	$122.29
	ADM/COR	ADMINISTRATIVE CORRECTION	2	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	AFDVT	AFFIDAVIT	2	$52.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.78	$3.88	$0.00	$12.40	$34.94
	AGMT	AGREEMENT	3	$78.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.17	$5.82	$0.00	$18.60	$52.41
	AN/AMD	ASSUMED BUSINESS NAME AME	4	$104.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.56	$7.76	$0.00	$24.80	$69.88
	APPT	APPOINTMENT	2	$52.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.78	$3.88	$0.00	$12.40	$34.94
	ASGMT	ASSIGNMENT	15	$390.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$5.85	$29.10	$0.00	$93.00	$262.05
	CERT	CERTIFICATE	2	$52.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.78	$3.88	$0.00	$12.40	$34.94
	CERT/TR	CERTIFICATION OF TRUST	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.95	$0.00	$6.20	$17.46
	CM/D	COMMISSIONER DEED	1	$320.00	$0.00	$0.00	$0.00	$268.00	$0.00	$0.00	$0.78	$4.50	$0.00	$6.20	$40.52
	D/REL	DEED OF RELEASE	2	$52.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.78	$3.88	$0.00	$12.40	$34.94
	D/T	DEED OF TRUST	82	$5,248.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$78.72	$508.40	$0.00	$508.40	$4,152.48
	DECL	DECLARATION	2	$52.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.78	$3.88	$0.00	$12.40	$34.94
	DEED	DEED	198	$27,605.00	$0.00	$0.00	$0.00	$22,561.00	$0.00	$0.00	$75.66	$376.36	$0.00	$1,202.80	$3,389.18
	EASE	EASEMENT	13	$344.00	$0.00	$0.00	$0.00	$6.00	$0.00	$0.00	$5.07	$25.22	$0.00	$80.60	$227.11
	FORECL	FORECLOSURE	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.94	$0.00	$6.20	$17.47
	L/AGMT	LEASE AGREEMENT	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.94	$0.00	$6.20	$17.47
	M/A	MODIFICATION AGREEMENT	5	$130.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.95	$9.70	$0.00	$31.00	$87.35
	MEMO	MEMORANDUM	3	$78.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.17	$5.82	$0.00	$18.60	$52.41
	MOD	MODIFICATION	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.94	$0.00	$6.20	$17.47
	MTG	MORTGAGE	1	$64.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.96	$6.20	$0.00	$6.20	$50.64
	NOTARY	NOTARY	13	$130.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.95	$12.87	$0.00	$0.00	$115.18
	NOTRES	NOTARY RESIGNATION	1	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	P/A	POWER OF ATTORNEY	20	$520.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$7.80	$38.80	$0.00	$124.00	$349.40
	P/R	PARTIAL RELEASE	4	$104.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.56	$7.76	$0.00	$24.80	$69.88
	QCD	QUITCLAIM DEED	7	$182.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2.73	$13.58	$0.00	$43.40	$122.29
	REL	RELEASE	2	$52.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.78	$3.88	$0.00	$12.40	$34.94

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS

Duplin, NC

04/01/2024-04/30/2024

Category	Receipt Code		Count	Total										
	REQ	REQUEST FOR NOTICE	6	$156.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2.34	$11.64	$0.00	$37.20	$104.82
	REV	REVOCATION OF POWER OF AT	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.94	$0.00	$6.20	$17.47
	S/INS	SEE INSTRUMENT	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.94	$0.00	$6.20	$17.47
	SAT	SATISFACTION	92	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	SUB/TR	SUBSTITUTION OF TRUSTEE	4	$104.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.56	$7.76	$0.00	$24.80	$69.88
	TM/D	TIMBER DEED	4	$1,784.00	$0.00	$0.00	$0.00	$1,660.00	$0.00	$0.00	$1.56	$7.76	$0.00	$24.80	$69.88
	TR/D	TRUSTEES DEED	3	$798.00	$0.00	$0.00	$0.00	$720.00	$0.00	$0.00	$1.17	$5.82	$0.00	$18.60	$52.41
	TRANSF	TRANSFER	1	$26.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.39	$1.94	$0.00	$6.20	$17.47
	UCC/T	UCC TERMINATION	3	$114.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.71	$11.22	$0.00	$0.00	$101.07
	UCC1	UCC1 - 3 OR MORE PAGES	4	$173.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2.58	$19.00	$0.00	$0.00	$151.42
	UCC3	UCC3	2	$83.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1.24	$8.76	$0.00	$0.00	$73.00
	Category Totals		516	$39,185.00	$0.00	$0.00	$0.00	$25,235.00	$0.00	$0.00	$209.23	$1,174.30	$0.00	$2,449.00	$10,117.47
VITAL RECORDING					**Fee**	**Special**	**Pension Fund**	**Automation Fund**	**Vital Records Receipts**	**County Receipts**					
	BAVAS	NCDAVE - BIRTH ABSTRACT SEA	19	$456.00	$0.00	$0.00	$2.85	$18.81	$266.00	$168.34					
	DLEG	NCDAVE - LEGITIMATION FEE	1	$35.00	$0.00	$0.00	$0.30	$1.97	$15.00	$17.73					
	NCBAMD	NCDAVE - BIRTH AMEND	1	$15.00	$0.00	$0.00	$0.00	$0.00	$15.00	$0.00					
	Category Totals		21	$506.00	$0.00	$0.00	$3.15	$20.78	$296.00	$186.07					

	Report Totals	1224 $48,320.25
	Automation Fund Total:	$1,883.23
	County Receipts Total:	$16,472.98
	DVCF Total:	$960.00
	Escrow Credit Total:	$530.00
	Excise Tax Total:	$25,235.00
	NCCTF Total:	$160.00
	Pension Fund Total:	$334.04
	State Treasurer Amount Total:	$2,449.00

Ledger Summary Report - Roll-up

Printed 05/01/2024

Anita Marie Savage, REGISTER OF DEEDS

Duplin, NC

04/01/2024-04/30/2024

Category	Receipt Code	Count	Total
Vital Records Receipts Total:			$296.00
Cash Total:			$5,947.75
Check Total:			$17,246.50
ACH Total:			$22,590.25
Card Total:			$1,899.50
Escrow Account Total:			$640.25
Overpayment Total:			($4.00)

SENIOR SERVICES
REPORT OF SERVICES

DUPLIN COUNTY

PROGRAM	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
[redacted]						
Units of Service	1353	1156	1128	1246	1316	1263
Clients Served	134	127	126	122	125	128
Wellness Checks/Community Outreach	0	25	7	12	6	0
# of volunteers	27	31	31	28	27	23
# of volunteer hrs.	282	229	236	318	302	259
[redacted]						
Units of Service	1740	1375	1350	1525	1165	1115
Clients Served	72	71	70	63	60	57
Waiting List	0	0	0	0	3	9
# of volunteers	21	21	14	26	23	31
# of volunteer hrs.	30	30	20	34	31	38
[redacted]						
Units of Service	279	254	263	272	269	203
Clients Served	14	13	14	14	10	10
[redacted]						
Units of Service	539	468	410	511	485	447
Clients Served	85	82	86	83	80	78
Waiting List	32	31	32	30	33	31
[redacted]						
# of cases	88	86	90	68	55	89
[redacted]						
Units of Service	0	0	0	1	2	4
Waiting List	3	3	3	3	2	0
# of volunteer hrs.	0	0	0	0	48	0
# of volunteers	0	0	0	0	8	0
[redacted]						
Persons served w/vouchers	3	4	3	2	2	2
[redacted]						
Clients Served	0	0	1	1	1	0
[redacted]						
Fans given away	0	0	0	0	0	0
[redacted]						
Units of Service	176	284	150	247	283	285
Clients Served	37	43	36	39	38	36
# of volunteers	10	12	1	14	2	2
# of volunteer hrs.	11	24	3	25	4	4
[redacted]						
Units of Service	267	230	205	263	256	241
Clients Served	14	14	14	14	14	14
[redacted]						
Units of Service	23	14	6	13	14	10
Clients Served	23	14	6	13	12	10
[redacted]						
Number of hours	0	0	42.75	0	0	41
Number of staff	0	0	7	0	0	14
[redacted]						
Number of hours	49	61	88	160	310	259
Number of volunteers	2	3	9	9	9	7
[redacted]						
Meals Prepared	2675	3198	3335	2402	2500	2582

Total Expenditures	$ 24,024.60	$ 26,846.16	$ 28,000.82	$ 22,273.83	$ 21,973.18	$ 22,262.79
Price per meal	$ 8.98	$ 8.39	$ 8.40	$ 9.27	$ 8.79	$ 9.35
FAMILY CAREGIVER - SUPPORT GROUP						
Persons served	5	4	4	3	6	0
ARPA - CONGREGATE MEALS						
# of meals	25	25	20	30	20	20
Persons served	5	2	1	2	2	1
Breakfast Bundles	61	97	21	9	80	112
ARPA - HOME DELIVERED MEALS						
# of meals	60	90	80	100	80	70
Persons served	3	4	4	4	4	4
Breakfast Bundles	47	0	0	66	0	0

Social Services

Program Area	Dec-23	Jan-24	Feb-24	Mar-24
MONTHLY CASE COUNT				
Food and Nutrition Cases	4406	4996	4391	4329
FNS Apps Taken	256	416	317	259
Individual Served	9277	9140	9276	9120
WorkFirst Cases	57	56	53	57
WF Appn. Taken	17	18	18	18
Employment Cases	4	4	2	1
Child Only Cases	36	32	33	36
Refugee Cases	17	20	18	20
Crisis Heating/Cooling (CIP)	147	219	162	131
Low Income Energy Assistance (LIEAP)	89	327	169	89
Family & Childrens Applications	279	297	317	221
Enrollment Count	15719	15954	16118	16132
Adult Applications	160	97	85	56
Adult Enrollment Count	3880	3827	3807	3808
Medicaid Transportation	665	696	831	802
Individuals Transported	172	214	227	208
Child Support NCP Cases	2463	2474	2473	2471
Program Integrity	8	6	9	12
Child Day Care	369	353	346	339
CPS - Investigations Initiated	55	49	64	57
CPS - Investigation Caseload	82	86	77	58
CPS- Case Management	6	9	7	5
CPS-Children in Custody	18	19	18	18
Adult Services	96	102	94	74
Homeless Reported	0	0	10	0

DUPLIN COUNTY CHILD SUPPORT
MONTHLY REPORT
Mar-24

TOTAL CHILD SUPPORT COLLECTED	$ 464,592.82
TOTAL ABSENT PARENT CASES	2400
TOTAL CLIENTS SERVED	1839
TOTAL CHILDREN SERVED	2471
BREAKDOWN OF CASE AS FOLLOWS	
ENFORCEMENT	2131
ESTABLISHMENT	77
PATERNITY	50
LOCATION	142
GOOD LOCATES COMPLETED/SYSTEM AND MANUAL	20
ORDERS ESTABLISHED/MODIFIED	
BY VOLUNTARY SUPPORT AGREEMENT/CIVIL	31
MODIFICATIONS	24
REVIEWS/NO MOD. NEEDED	1
TOTAL	56
PATERNITY ESTABLISHED	13
GENETIC TEST COMPLETED (LAB CORP)	16
GENETIC TEST COMPLETED (Connie)	0
ENFORCEMENT ACTIONS (OTHER)	224
WAGE WITHHOLDING ESTABLISHED	59
INTERSTATE ACTIVITY	
INITIAL UIFSA ACTION MAILED	1
ORDERS SENT FOR REGISTRATION	0
GENERAL STATUS REQUEST MAILED/ELECTRONIC	320
ENFORCEMENT STATUS REQUEST MAILED	45
REQUEST FOR REVIEWS TO OTHER STATE	0
CHANGE OF PAYEE/REDIRECTION	0
ORDERS REGISTERED	0
ORDERS ESTABLISHED	0
TOTAL CLIENT SEEN IN IV-D	70

TOTAL VISITORS IN IV-D	0
SHOW CAUSES AND ORDERS FOR ARREST ISSUED IN COUNTY	29
SHOW CAUSES AND ORDERS FOR ARREST SERVED IN COUNTY	1
SHOW CAUSES SENT BY REGULAR MAIL IN COUNTY	18
SHOW CAUSE AND ORDERS FOR ARREST RETURNED NOT SERVED IN COUNTY	1
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SHOW CAUSES AND ORDER FOR ARREST ISSUED OUT OF COUNTY	19
SHOW CAUSES AND ORDER FOR ARREST SERVED OUT OF COUNTY	4
SHOW CAUSES SENT BY REGULAR MAIL OUT OF COUNTY	9
SHOW CAUSES AND ORDER FOR ARREST RETURNED NOT SERVED OUT OF COUNTY	2

Duplin County Water						
Monthly Report						
	23-Oct	11/23/2023	12/23/2023	1/31/2024	2/29/2024	3/31/2024
Billed Customers	8034	8064	8045	8086	8104	8052
Gallons Water Sold	55,989,000	65,456,000	42,543,000	62,399,000	44,251,000	41,934,000
Monthly Billed	$328,214.87	$367,908.96	$288,318.88	$341,676.73	$294,260.31	$285,308.26
Bank Draft Payments	$41,987.87	$37,708.67	$42,973.69	$35,751.56	$39,683.16	35518.57
Credit Card Payments	$112,104.96	$119,638.00	$127,373.40	$104,678.88	$121,805.14	$118,668.16
New Customers	53	35	41	39	53	43
Discontinued	48	26	32	34	46	56
Repairs	3	1	0	0	0	0
Flushes	40	18	34	17	10	11
Locates	736	556	478	545	778	749
Reinstates	55	44	94	45	170	122
New Taps	15	11	5	10	16	18