

AGENDA PACKET

01/16/19 REGULAR MEETING

DOCUMENT LIST

Agenda Item 5a:

- No documents

Agenda Item 5b:

- No documents

Agenda Item 5c:

- No documents

Agenda Item 5d:

- No documents

Agenda Item 5e:

- No documents

Item 5f:

- No Documents

Agenda Item 6a:

- No documents

Agenda Item 7a:

- Cape Cod Groundwater Guardians “What is an Aquifer?” factsheet

Agenda Item 7b:

- Memorandum dated January 15, 2019 to the County Commissioners from Owen Fletcher, Executive Assistant regarding the Cape & Islands’ License Plate Fund Grant Program Outline
- Draft License Plate Grant Program Outline BCC for Approval

Agenda Item 9a:

- Memorandum dated January 15, 2019 to the County Commissioners from Owen Fletcher, Executive Assistant regarding a County Administrator Agreement Execution Delegation
- Section 3 – 4 of the Barnstable County Home Rule Charter

Agenda Item 9b:

- Certificates of National Service for AmeriCorps members

Agenda Item 9c:

- List of Appointees to Barnstable County Coastal Management Committee

Agenda Item 9d:

- WHOI Cost Reimbursable Research Subaward Amendment No. 9 between the Barnstable County Cape Cod Cooperative Extension and the United States National Oceanic and Atmospheric Administration (NOAA)/Woods Hole Oceanographic Institute (WHOI) for FAIN: NA14OAR4170074, Project A/S 15s and supporting documents

Agenda Item 9e:

- WHOI Cost Reimbursable Research Subaward Agreement Amendment No. 3 between the Barnstable County Cape Cod Cooperative Extension and the United States National Oceanic and Atmospheric Administration (NOAA)/Woods Hole Oceanographic Institute (WHOI) for Subaward A101383 and attachments

Item 9f:

- Memorandum dated January 11, 2019 to the County Commissioners from Elaine Davis, Chief Procurement Officer regarding a Notice of Bid Award for Golf Course Materials and Services to be used at Municipal Golf courses, and other Political Subdivisions, for the period of March 1, 2019 through February 29, 2020

Item 9g:

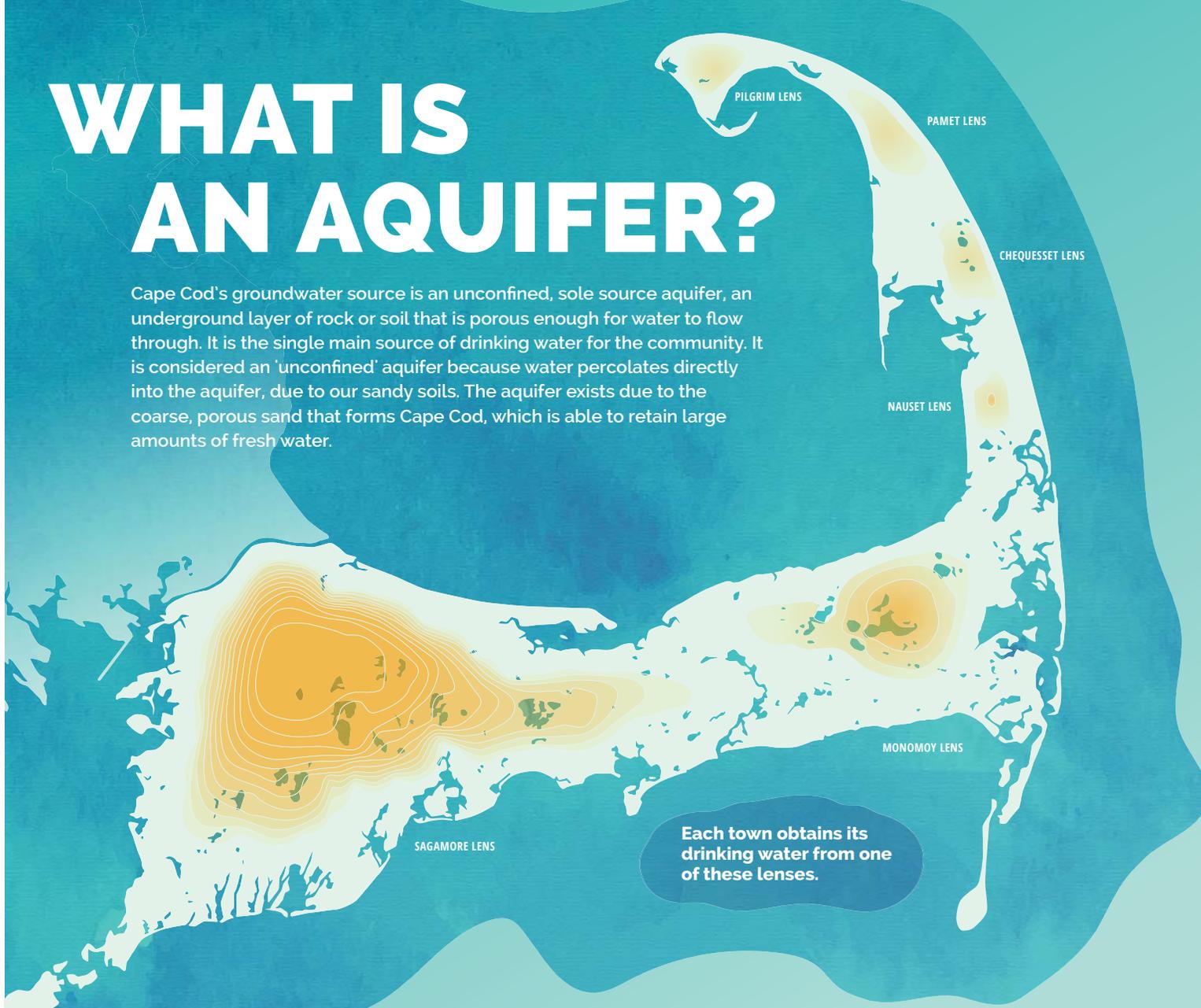
- Memorandum dated January 15, 2019 to the County Commissioners from the Community Septic Management Loan Program regarding Certificates for Dissolving Septic Betterments

AGENDA ITEM 7a

Update from the Groundwater Guardians, a collaborative team comprised of members from the Barnstable County Department of Health and Environment, the Cape Cod Cooperative Extension, and AmeriCorps Cape Cod on its water quality project initiatives

WHAT IS AN AQUIFER?

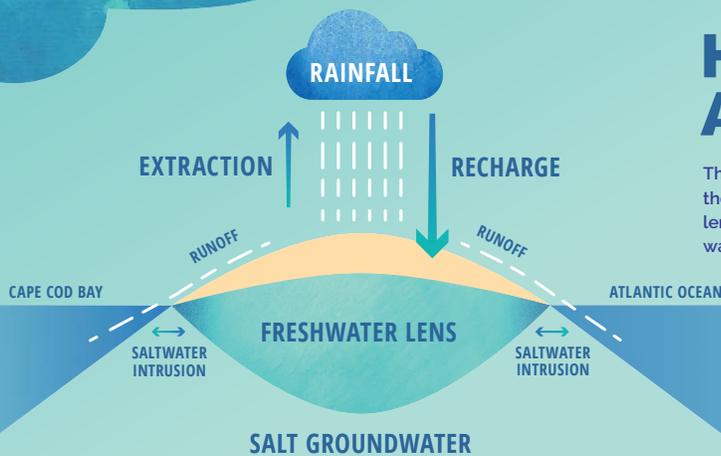
Cape Cod's groundwater source is an unconfined, sole source aquifer, an underground layer of rock or soil that is porous enough for water to flow through. It is the single main source of drinking water for the community. It is considered an 'unconfined' aquifer because water percolates directly into the aquifer, due to our sandy soils. The aquifer exists due to the coarse, porous sand that forms Cape Cod, which is able to retain large amounts of fresh water.



Each town obtains its drinking water from one of these lenses.

HOW CAPE COD'S AQUIFER WORKS

The aquifer is deeper further inland and becomes shallower near the coastal edges, giving it a concave shape that resembles a lens. Because freshwater is less dense than saltwater, the fresh-water lens floats above the surrounding saltwater.



CAPE COD
GROUNDWATER GUARDIANS

HELP PROTECT OUR AQUIFER

WWW.CAPECODGROUNDWATER.ORG

AGENDA ITEM 7b

Authorizing the approval of the Cape & Islands' License Plate Fund Grant Program Outline



BARNSTABLE COUNTY

OFFICE OF COUNTY ADMINISTRATOR
SUPERIOR COURTHOUSE
3195 MAIN STREET
P.O. BOX 427
BARNSTABLE, MASSACHUSETTS 02630

Jack T. Yunits, Jr.
County Administrator
Cell: (508) 510-1127
Office: (508) 375-6771
Fax: (508) 362-4136
jack.yunits@barnstablecounty.org

MEMORANDUM

DATE: January 15, 2019
TO: County Commissioners
FROM: Owen Fletcher, Executive Assistant
SUBJECT: Cape & Islands' License Plate Fund Grant Program Outline

Please authorize the approval of the Cape & Islands' License Plate Fund Grant Program Outline

Approved:

Ronald Bergstrom, Chair

Mary Pat Flynn, Vice-Chair

Ronald R. Beaty, Commissioner

Date

Cape & Islands' License Plate Fund Grant Program Outline

Purpose

Cape Cod Comprehensive Economic Development Strategy (CEDS) Implementation: To promote a sustainable regional economy comprised of a broad range of businesses providing employment opportunities to a diverse workforce.

- Protect and build on the Cape's competitive advantages
- Use resources and infrastructure efficiently
- Foster a balanced and diverse mix of business and industry
- Support industries that provide living wage jobs to a diverse workforce
- Expand economic activity and regional wealth through exports, value added, import substitution, and local ownership

Priorities

- Economic Resiliency
- Infrastructure Investments – particularly wastewater, telecommunications, distributed energy generation, and housing affordability
- Entrepreneurship & Sector Development Investments
- Workforce and Businesses Development

Grant Types

The county has typically distributed license plate funds through two types of grant programs: small grants and large grants. The structure proposed here focuses the Micro Grants on making small investments without which larger projects could not move forward. The Major Grants would, on the other hand, fund projects making systemic changes in a given priority area that is essential to the long-term stability of the regional economy. The following section provides a more detailed description of each program.

Summary	Micro Grants	Major Grants
Grant Pool¹	\$50,000	\$100,000 - 150,0000
Eligible Recipients	Non-profit or Municipality	Non-profit or Municipality
Availability	Rolling – awarded 2x per year	Annual pending funding availability
Grant Term	One-year	Up to 3 years
Grant Funding Limits	\$10,000 total	\$150,000 (per year? Total?)
Match Requirement	None	1:1 or negotiated
Distribution of Funds	Upfront lump sum	Reimbursement
Reporting Requirements	Final Report including accounting of funds spent	Bi-annual Progress Report; Measures of Success; Final Report & Presentation

¹ Grant rounds may be announced when there is enough revenue in the License Plate fund to cover the grant pool amount for the grant type to be offered.

Accountability*Recall for failure to perform project or unallowable use of funds*

Micro-Grants

This grant program will focus on regional priorities for economic development, determined annually, that align with implementation of the region's CEDS. Micro Grants will provide quick, flexible funding necessary to boost or expand an economic development related initiative. The guidelines will be broadly defined to allow as much applicant creativity as possible.

Example: These funds could support something as simple as soil borings for a public or non-profit owned property planned for redevelopment that will contribute to economic health and vitality in a Regional Activity Center.

Eligibility & Award Frequency

Not-for-profit organizations and units of local government are eligible for grants under this program. They may submit on-line applications on a rolling basis throughout the year. Grant proposals will be reviewed by the Barnstable County Economic Development Council (BCEDC) twice a year and recommend awards to the Barnstable County Commissioners pending their approval.

Project Duration & Value

Micro Grants will support projects that can and will be completed within one calendar year. The maximum award amount will be \$10,000 with no match required.

Submission Requirements & Evaluation Criteria

Grant proposals can be submitted anytime using an on-line application process. The applications must include the following:

- a) Brief project description
- b) Statement regarding the following criteria:
 - i) Project Consistency with Regional Goals – Does this project advance the Regional Growth Policy to direct growth into Activity Centers and away from sensitive resources? Does this project help to diversify the regional economy, advance economic resiliency and achieve long-term economic sustainability in the region?
 - ii) Project Need & Readiness – What specific economic development need(s)/priority(s) will this project address? Can it be achieved within one year?
 - iii) Project Continuity – How does this project build on work that has already been accomplished and open the way to future accomplishments? how will this project enable a larger economic development related project move forward? Is there funding to accomplish the larger project one the proposed element is completed?
- c) Scope of Work & Project Timeline
- d) Budget

Grant Agreement

Grant recipients will sign a grant agreement, incorporating the grant proposal as the scope of work with any amendments, with the County prior to initiating work on the project.

Payment

Grant awards will be distributed to recipients upon full execution of the grant agreement. An inability to complete the proposed project may require the funds be returned to the County; an unapproved use of funds will require reimbursement of funds to the County.

Reporting

The administrative requirements for these small, one-year tactical grants are intended to be minimal. Grant recipients will be expected to complete an on-line final report at the end of the project and attach an accounting, including any receipts or invoices, of how the funds were spent. Recipients may be asked to make a presentation to the BCEDC, County Commissioners, or other public body or at a public event to showcase their accomplishments.

Major Grants

The Major Grants program will focus on funding systemic changes needed to achieve long-term economic diversity and sustainability. Projects should build on regional and local planning focused on infrastructure and capital facilities, housing, economic development, land-use, natural resource protection, and climate change/sea-level rise. Ideally, projects will implement planning recommendations such as zoning and related regulatory changes, the design of infrastructure improvements, strategic property acquisitions, and other often difficult to fund activities necessary to address major impediments to economic development in the region.

Example: Fund a Financial Consultant and Engineering Team to work with all fifteen Towns on completing and implementing local capital improvement plans, based on best practices and identified regional priorities, that will effectively leverage state and federal grants.

Eligibility & Award Frequency

Not-for-profit organizations and units of local government, including departments and agencies of the County, are eligible for grants under this program. Proposals for Major Grants will only be accepted in response to a Request for Proposals (RFP) issued by Barnstable County. Depending on the availability of funds, this may occur annually but could be less frequent. The RFP will be developed by the BCEDC grants subcommittee based on CEDS priorities; the BCEDC will also review all the grant proposals received. The Barnstable County Commissioners will approve all grant awards.

Project Size & Duration

Major Grants can be up to \$150,000 (per year/per project) and can span up to three years. A one-to-one match is required of applicants. Match funding can support staff time, consulting services, and essential materials for the project.

Submission Requirements & Evaluation Criteria

Applicants will initially submit a letter of intent (maximum number of pages to be determined) outlining the project and responding to the following questions:

- a) Project Consistency with Regional Goals – Does this project advance the Regional Growth Policy to direct growth into Activity Centers and away from sensitive resources? Does this project help

to diversify the regional economy, advance economic resiliency and achieve long-term economic sustainability in the region?

- b) Project Need – What specific economic development need(s)/priority(s) will this project address?
- c) Project Impact – How will this project support year-round employment, livable wages, affordable living costs, a skilled workforce, and local businesses in emerging industry sectors?
- d) Project Continuity – How does this project build on work that has already been accomplished and open the way to future accomplishments?

The BCEDC will review the letters of intent and invite those projects that best meet the criteria to submit a full on-line application. The application will include the following sections:

- a) Scope of Work & Project Timeline
- b) Project Partners & Organizational Capacity
- c) Staffing Plan
- d) Budget & Matching Funds

Grant Agreement

Grant recipients will sign a grant agreement, incorporating the grant proposal as the scope of work, with the County prior to initiating work on the project.

Payment

Grant funds will be reimbursed upon receipt of required progress reports and documentation of expenditures; the frequency of reporting will be determined in the grant agreement.

Reporting

Grant recipients will be expected to complete regular reports on-line as well as an on-line final report at the end of the project. Recipients will be asked to make a presentation to the BCEDC, County Commissioners, or other public body or at a public event to showcase their accomplishments.

Role of the BCEDC

The BCEDC is responsible for determining grant priorities, reviewing grant proposals, and making funding recommendations to the Barnstable County Commissioners for grant awards. To facilitate this process, the full BCEDC will establish a grant sub-committee to meet 2-3 times per year. The first subcommittee meeting will be held to determine if an RFP for Major Grants will be issued in that year, select grant round priorities and any special application or review criteria for the year. The full BCEDC will approve micro grant announcements and the RFPs for Major Grants prior to release.

The other two meetings will be convened to review micro-grant proposals and, if an RFP has been issued, Major Grant proposals. Proposals will be reviewed according to the award criteria related to the elements of the application. The sub-committee will recommend a slate of the top proposals to the full BCEDC for its vote. Once approved, the BCEDC will forward its recommendation to the Barnstable County Commissioners for their approval. The award is not official until it has been approved by the Barnstable County Commissioners and work may not begin until a fully executed grant agreement is in place.

Role of Commission Staff

Commission staff will support the grant program, providing administrative support to prepare the on-line proposal site and application forms, prepare RFPs, advise applicants of process, coordinate sub-committee meetings and grant approvals through the Barnstable County Commissioners, and correspond with applicants regarding the award decisions and with grant recipients regarding disbursement of funds and progress reporting.

Grant Administration

Grants will be administered to balance simplicity with accountability, taking into account the size of the grants and the level of risk accepted by the County in providing public support to move economic development forward across the region. The County recognizes that some projects may prove to be more or less successful than others and that creativity comes with risks but can also result in great rewards.

AGENDA ITEM 9a

Authorizing an increase in the threshold for the County Administrator to execute agreements from \$35,000.00 to \$50,000.00 as delegated by the Board of Regional Commissioners pursuant to Section 3 - 4 of the Barnstable County Home Rule Charter



BARNSTABLE COUNTY

OFFICE OF COUNTY ADMINISTRATOR
SUPERIOR COURTHOUSE
3195 MAIN STREET
P.O. BOX 427
BARNSTABLE, MASSACHUSETTS 02630

Jack T. Yunits, Jr.
County Administrator
Cell: (508) 510-1127
Office: (508) 375-6771
Fax: (508) 362-4136
jack.yunits@barnstablecounty.org

MEMORANDUM

DATE: January 15, 2019
TO: County Commissioners
FROM: Owen Fletcher, Executive Assistant
SUBJECT: County Administrator Agreement Execution Delegation

Please authorize an increase in the threshold for the County Administrator to execute agreements from \$35,000.00 to \$50,000.00 as delegated by the Board of Regional Commissioners pursuant to Section 3 – 4 of the Barnstable County Home Rule Charter.

Approved:

Ronald Bergstrom, Chair

Mary Pat Flynn, Vice-Chair

Ronald R. Beaty, Commissioner

Date

The board of regional commissioners shall exercise a general supervision and direction over all agencies of the Cape Cod regional government, unless otherwise provided by law. Each agency shall furnish to the board of regional commissioners, forthwith when so requested, any information, materials or otherwise as the board of regional commissioners may request and as the needs of that office and the interest of the Cape Cod regional government may require.

Section 3 - 3. Powers and Duties.

The board of regional commissioners shall have, possess and may exercise all the powers, rights and duties commonly associated with the office of chief executive of a local government unit. The powers and duties of the board of regional commissioners shall include, but are not limited to, the following:

- (a) Prepare and submit to the assembly of delegates an annual operating budget, and a capital outlay budget, as provided in Article 5.
- (b) Supervise the care and custody of all Cape Cod regional government property, institutions and agencies.
- (c) Supervise the collection of all Cape Cod regional government revenues and the disbursement of all funds.
- (d) Supervise the selection of the depositories for all Cape Cod regional government funds.
- (e) Keep the assembly of delegates and the public fully informed as to the financial and administrative condition of the Cape Cod regional government by filing oral or written reports with the assembly of delegates, at least semi-annually, summarizing such condition.
- (f) To make at any time such recommendations to the assembly of delegates for action required to be taken by it as the board of regional commissioners deems necessary for the improvement of the Cape Cod regional government and the welfare of its residents.
- (g) Sign all deeds, contracts, bonds or other instruments requiring the consent of the Cape Cod regional government.
- (h) At any time to inquire into the conduct of office or performance of duty of any Cape Cod regional government officer, department head or employer.
 - (i) The identification of emergency situations.
 - (j) The declaration of emergencies.
- (k) Designation of newspaper to be used to give notice of Cape Cod regional government matters to the public.

Section 3 - 4. Delegation by Regional Commissioners.

The board of regional commissioners may authorize the administrator or any subordinate officer or employee of the Cape Cod regional government to exercise any power, function or duty assigned by this charter to the board of regional commissioners provided, however, that all acts which are performed under any such designation shall be deemed to be the acts of the board of regional commissioners.

Section 3 - 5. Appointments by Board of Regional Commissioners.

The board of regional commissioners shall appoint and in appropriate circumstances may remove, subject to the provision of any collective bargaining agreements as may be applicable, all Cape Cod regional government officers, department heads, members of multiple member bodies and all Cape Cod regional government employees for which no other method of selection is provided by this charter.

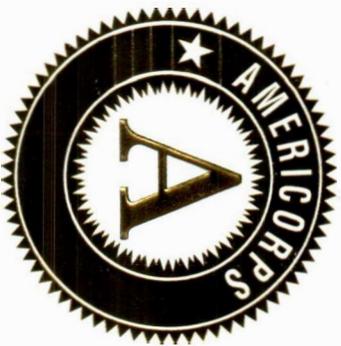
Section 3 - 6. Temporary Appointments to Cape Cod Regional Government Office.

Whenever any vacancy in a Cape Cod regional government office whether temporary or permanent and the needs of the Cape Cod regional government require that such office be filled,

AGENDA ITEM 9b

Authorizing the execution of Certificates of National Service for AmeriCorps members

Certificate of National Service



In recognition of your commitment to our communities and our country and your successful completion of service as a member of AmeriCorps

Presented to _____

awarded this day Thursday, July Twenty-fifth
in the year Two thousand and nineteen

Corporation for
NATIONAL &
COMMUNITY
SERVICE

AGENDA ITEM 9c

Authorizing appointments to the Barnstable County Coastal Management Committee

Appointees to Barnstable County Coastal Management Committee

Representing	Appointee	Term to Expire
Cape Cod Commission	Kristy Senatori	indefinite/replaced
Cooperative Extension	Mike Maguire	indefinite/replaced
Barnstable County Commissioners (ex officio)	Steve Tebo	January 5, 2021
Assembly of Delegates (ex officio)	James Killion	January 5, 2021
APCC (MassBays NEP service Provider)	Andrew Gottlieb	January 5, 2021
Cape Cod Conservation District	Rick DeVergilio	January 5, 2020
Cape Cod Chamber of Commerce	Christopher Adams	January 5, 2020
Massachusetts Coastal Zone Management	Steve McKenna	January 5, 2020
Town of Brewster Natural Resources	Chris Miller	January 5, 2022
Town of Falmouth Public Works	Ray Jack	January 5, 2022
Center for Coastal Studies	Mark Borrelli	January 5, 2022
National Park Service (ad hoc)	Mark Adams	January 5, 2020

BARNSTABLE COUNTY COMMISSIONERS:

Ronald Bergstrom, Chair

Mary Pat Flynn, Vice Chair

Ronald Beaty, Commissioner

Date

AGENDA ITEM 9d

Authorizing an amendment to an agreement for a grant from the Woods Hole Oceanographic Institution (WHOI) to the Cape Cod Cooperative Extension, in the amount of \$679,582.00 for the period of February 1, 2014 through August 31, 2018 adding \$17,356.00 in Supplemental Funds and extending the Period of Performance through August 31, 2019

WHOI Cost Reimbursable Research Subaward Amendment

WHOI		Collaborator	
Woods Hole Oceanographic Institution		Cape Cod Cooperative Extension (Barnstable County)	
Address: 183 Oyster Pond Rd. Fenno House, MS #39 Woods Hole, MA 02543-1501		Address: P.O Box 367 Railroad Ave. Barnstable, MA 02630	
		EIN No. 04 6001419	
FAIN: NA14OAR4170074, Project A/S 15s	Federal Award (Fed Awd) Agency : NOAA (Sea Grant)	WHOI Project No : 22007402	
Fed Awd Issue Date: 2/1/2014	Total Amt of Fed Awd to WHOI: \$4,207,884.00	CFDA Title: Sea Grant Support	CFDA No. 11.417
Sub Period of Performance: 2/1/2014-8/31/2018	Sub Budget Period: 2/1/2014-8/31/2018	Sub Amt Currently Available: \$679,582.00	Sub Anticipated Total: (incremental): \$679,582.00
WHOI PI: Dr. Matthew Charette		Collaborator PI: Diane Murphy	
Project Title: "Sea Grant Extension Program"			
Subaward (Sub) No: A101112	Subject to FFATA: (see Attachment 3B) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is this Award R&D: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Amendments to Original Terms and Conditions			
Effective Date: 3/30/2018		Amendment No: 9	
<p>The purpose of this Amendment is the addition of Supplemental Funds in the amount \$17,356.00. Budget Period and the Period of Performance hereby extended through 8/31/2019. Total amount currently available for payment is increased to \$696,938.00.</p> <p><i>Please make the following changes to your Award Agreement:</i></p>			
Sub Period of Performance: 2/1/2014-8/31/2019	Sub Budget Period: 2/1/2014-8/31/2019	Sub Amt Currently Available: \$696,938.00	Sub Anticipated Total: (incremental): \$696,938.00
WHOI PI: Dr. Matthew Charette		Collaborator PI: Diane Murphy	
Attachment 4: Incremental Funding			
<p>The total amount of this Agreement is \$696,938.00.</p> <p>The amount currently available for payment is \$696,938.00 which covers the Budget Period and the Period of Performance as extended.</p> <p>This subaward is fully funded.</p>			
Cost Share Requirements			
<p>The total of \$500,419.00 on this Subaward remains committed for Cost Share. Cost Share for this subaward has been met.</p>			
<i>All other Terms and Conditions remain in full force and effect.</i>			
Authorized Official of WHOI:		Authorized Official of Collaborator:	
_____ Susan P. Ferreira, Post Award Manager Woods Hole Oceanographic Institution		_____ Name: Title:	
Date		Date	

**Attachment 5- for Supplemental Funds
WHOI Cost Reimbursable Research Subaward Agreement
Statement of Work, Budget and Budget Justification**

Next 3 attached pages

Redistribution of Waquoit Bay Clams Proposal Funding

Total Amount Available \$ 65,808.40

Activity	WHQI Project Number	Amount	Description
Kate Sheehan Shorebird Pathology	New	\$ 15,762.08	These funds would support a new Asst. Professor seeking to make the most of an urgent opportunity to better understand parasitism & Atlantic seabird conservation, by overlaying her parasitological expertise on top of ongoing responses examining moribund seabirds that are washing ashore on beaches in New England. Since May, 2017, various species of seabirds have washed ashore in Massachusetts with species ranging from loons, eiders, gannets, and shearwaters. The research will permit us to address the following questions concerning the relationships between parasitism, consumption of plastics, seabird health: *What is the diversity & abundance of parasites infecting seabirds? *Do diseased birds carry more parasites than 'healthy' birds? *What are the energetic impacts of parasites on seabirds? *Do plastics negatively impact parasites?
Extension	22007402	\$ 17,356.00	Woods Hole Sea Grant Extension will apply \$5K toward enhancement of their water quality monitoring project, which informs research into shellfish resilience to challenges from disease and climate change stressors such as ocean acidification. The remaining \$12.356K will support a month of salary for the Community Rating System Coordinator to research the applicability of green infrastructure, specifically living shorelines, in SE Massachusetts.
Program Management	22007400	\$ 32,660.00	New Sea Grant Director Matt Charrette was budgeted for 2 mo. of salary support in the final year of the Omnibus proposal. The Institution (WHQI) provides 1 mo. of match from unrestricted funds plus another 0.5 mo. of support from overhead for a total of 3.5 mo. Additional funds are needed in the Director's inaugural year as he comes up to speed on how the program operates. One month of salary support (including overhead and benefits) is requested for these activities.



WOODS HOLE OCEANOGRAPHIC INSTITUTION

Dr. Matthew A. Charette, *Senior Scientist*

Alison Krepp
Program Analyst
NOAA Sea Grant
U.S. Department of Commerce

August 15, 2017

Dear Alison,

I am writing to you to request a re-budgeting of funds that were returned to the program by a PI who left WHOI for a job on the West Coast several years ago (C. Lamborg, see list below). The PI was funded as part of the minibus for 2014-2016, which required that two-thirds of the funding be used for competitive research in coastal resilience. Our funding was directed toward three research projects plus program development and an extension project, as follows:

Llopiz, Variability in Nursery Habitat for River Herring, Yr 1 \$58,560, Yr. 2 \$58,654, Total: \$117,214

Lamborg, History of Mercury Impacts in Clams, Yr. 1 \$50,378, Yr. 2 \$52,577, Total: \$102,955 (***\$65K balance, returned to the program***)

Grabowski, Sociological and Ecological Factors Affecting Shorelines, Yr. 1 \$87,500, Yr. 2, \$87,500, Total: \$175,000

Program Development, Yr. 1 \$21,403, Yr. 2 \$19,110, Total: \$40,513

Berman, Future Flood Plain Losses due to Sea Level Rise, Yr. 1 \$29,998, Yr. 2 \$29,998, Total: \$59,996

Amount directed to coastal resilience research projects: \$395,079 / \$495,588 = 80%

Removing Lamborg's \$65,000 reduces the research allocation to \$330,079 / \$495,588 = 67%

In short, we have met the obligation of two-thirds to resilience research even by taking away the \$65,000 that Dr. Lamborg did not spend, so our interpretation is that we should have flexibility in redistributing the funds. In the attached spreadsheet, you will see that we are proposing to divide the ~\$65K among program management, SG extension, and a new program development project on shorebird pathology research. Details on each of these areas are provided in the spreadsheet. Lastly, we are projected to be well in excess of the required 2:1 Federal:non Federal match (by ~\$121K) so we not be adding any new match as part of this re-budgeting.

Sincerely,

Matt Charette

AGENDA ITEM 9e

Authorizing the execution of an amendment to a sub-award agreement for a grant to the Cape Cod Cooperative Extension from the United States National Oceanic and Atmospheric Administration (NOAA)/Woods Hole Oceanographic Institute (WHOI), to support the Sea Grant Program, in the amount of \$985,500.00, for the period of February 01, 2018 through January 31, 2022, adding additional incremental funds for partial Year 2 and updating the agreement

Attachment 2-Updated
WHOI Cost Reimbursable Research Subaward Agreement
DOC/NOAA

General Terms and Conditions:

1. By signing this Subaward, Collaborator agrees to the following: To abide by the conditions on activities and restrictions on expenditure of federal funds in appropriations acts that are applicable to this subaward to the extent those restrictions are pertinent. This includes any recent legislation noted on the Federal Awarding Agency's Award Conditions website: http://www.osec.doc.gov/oam/grants_management.
2. This Cost-reimbursable Research Subaward Agreement is subject to the following:
 - a. *The Federal Awarding Agency's Grants Policy guidance*, including addenda in effect as of the beginning date of the period of performance or as amended;
 - b. *Department of Commerce Financial Assistance Standard Terms and Condition Dated October 09, 2018*; found at the bottom of the page:
http://www.osec.doc.gov/oam/grants_management/policy/default.htm .
 - c. *NOAA Financial Assistance Administrative Terms dated December 13, 2017*; found at:
<http://www.who.edu/page.do?pid=22038>
 - d. *Federal-wide Research Terms and Conditions*; and
 - e. *DOC Research Terms and Conditions: Agency-Specific Requirements*, both d & e found at:
<http://www.nsf.gov/awards/managing/rtc.jsp>except for the following:
 - i. No Cost extensions require the written approval of WHOI. Any requests for a No Cost extension shall be directed to the Administrative Contact as shown in Attachment 3A, not less than 30 days prior to the desired effective date of the requested
 - ii. Any payment mechanisms and financial reporting requirements described in the applicable Federal Agency Terms and Conditions and/or Agency-Specific Requirements are replaced with Terms and Conditions (1) through (4) on the cover page of this Subaward Agreement; and
 - iii. Any prior approvals are to be sought from WHOI and not the Federal Awarding Agency.
 - iv. Prior approval must be sought for a change in Collaborator PI or change in Key Personnel as listed on the cover page of this Subaward Agreement.
3. Automatic Carry Forward: Yes No
(If No, Carry Forward requests must be sent to WHOI's Administrative Contact as shown in Attachment 3A.)
4. Title to equipment costing \$5,000 or more that is purchased or fabricated with research funds or Collaborator cost sharing funds, as direct costs of the project or program, shall vest in the Collaborator upon acquisition subject to the conditions specified in *2 CFR § 200.313 of the Uniform Guidance* .
5. Treatment of Program Income, per *2 CFR § 200.307*:
 Additive
 Other, Specify.....

Special Terms and Conditions:

1. Copyrights

Collaborator grants to WHOI an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, and perform publicly any copyrights or copyrighted material (including any computer software and its documentation and/or databases) first developed and delivered under this Subaward Agreement solely for the purpose of and only to the extent required to meet WHOI's obligations to the Federal Government under its Prime Award.

Collaborator grants to WHOI the right to use any written progress reports and deliverables created under this Subaward solely for the purpose of and only to the extent required to meet WHOI's obligations to the Federal Government under its Federal Award.

2. Data Rights

Collaborator grants to WHOI the right to use data created in the performance of this Subaward Agreement solely for the purpose of and only to the extent required to meet WHOI's obligations to the Federal Government under its Federal Award.

3. Data Sharing and Access:

Collaborator agrees to comply with the Federal Awarding Agency's data sharing and access requirements as reflected in the NOA, the Special Award Conditions, and the Data Management/Sharing Plan submitted to the Federal Awarding Agency. Data Sharing and Access Plan attached at Appendix C if applicable.

4. Promoting Objectivity in Research (Conflict of Interest (COI)):

By execution of this Subaward, Collaborator certifies that its COI policy complies with the requirements of the relevant Federal Awarding Agency as identified herein.

Collaborator shall report any financial conflict of interest to WHOI's Administrative Representative or COI contact, as designated on Attachment 3A. Any financial conflicts of interest identified shall, when applicable, subsequently be reported to Federal Awarding Agency. Such report shall be made before expenditure of funds authorized in this Subaward and within 45 days of any subsequently identified COI.

Specific Terms and Conditions from:

NOAA Financial Assistance Administrative Terms-Revised December 13, 2017 as applicable but, in particular specific articles are reiterated below as directed.

III. Scientific Integrity

A. General Guidelines

1. *Maintaining Integrity.* The recipient shall maintain the scientific integrity of research performed pursuant to this grant or financial assistance award including the prevention, detection, and remediation of any allegations regarding the violation of scientific integrity or scientific and research misconduct, and the conduct of inquiries, investigations, and adjudications of allegations of violations of scientific integrity or scientific and research misconduct. All the requirements of this provision flow down to Collaborators.

2. *Peer Review.* The peer review of the results of scientific activities under a NOAA grant, financial assistance award, or cooperative agreement shall be accomplished to ensure consistency with NOAA standards on quality, relevance, scientific integrity, reproducibility, transparency, and performance. NOAA will ensure that peer review of "influential scientific information" or "highly influential scientific assessments" is conducted in accordance with the Office of Management and Budget (OMB) Final Information Quality Bulletin for Peer Review and NOAA policies on peer review, such as the Information Quality Guidelines.

3. In performing or presenting the results of scientific activities under the NOAA grant, financial assistance award, or cooperative agreement and in responding to allegations regarding the violation of scientific integrity or scientific and research misconduct, the recipient and all Collaborators shall comply with the provisions herein and NOAA Administrative Order (NAO) 202-735D, Scientific Integrity, and its Procedural Handbook, including any amendments thereto. That Order can be found at: <http://nrc.noaa.gov/ScientificIntegrityCommons.aspx>.

4. *Primary Responsibility.* The recipient shall have the primary responsibility to prevent, detect, and investigate allegations of a violation of scientific integrity or scientific and research misconduct. Unless otherwise instructed by the grants officer, the recipient shall promptly conduct an initial inquiry into any allegation of such misconduct and may rely on its internal policies and procedures, as appropriate, to do so.

5. By executing this grant, financial assistance award, or cooperative agreement the recipient provides its assurance that it has established an administrative process for performing an inquiry, investigating, and reporting allegations of a violation of scientific integrity or scientific and research misconduct; and that it will comply with its own administrative process for performing an inquiry, investigation, and reporting of such misconduct.

6. The recipient shall insert this provision in all subawards at all tiers under this grant, financial assistance award, or cooperative agreement.

B. Investigating Scientific Integrity or Scientific and Research Misconduct

1. Initiating Investigation. If the recipient or sub recipient determines that there is sufficient evidence to proceed to an investigation, it shall notify the grants officer and, unless otherwise instructed, the recipient or Collaborator shall:

- a. Promptly conduct an investigation to develop a complete factual record and an examination of such record leading to either a finding regarding the violation of scientific integrity or scientific and research misconduct and an identification of appropriate remedies or a determination that no further action is warranted.
- b. If the investigation leads to a finding regarding the violation of scientific integrity or scientific and research misconduct, obtain adjudication by a neutral third party adjudicator. The adjudication must include a review of the investigative record and, as warranted, a determination of appropriate corrective actions and sanctions.

2. Finalizing Investigation. When the investigation is complete, the recipient shall forward to the grants officer a copy of the evidentiary record, the investigative report, any recommendations made to the recipient adjudicating official, the adjudicating official's decision and notification of any corrective action taken or planned, and the subject's written response (if any).

C. Findings and Corrective Actions

If the recipient finds that scientific integrity has been violated or scientific and research misconduct has occurred, it shall assess the seriousness of the misconduct and its impact on the research completed or in process and shall:

- a. Take all necessary corrective actions, which includes, but are not limited to, correcting the research record, and, as appropriate, imposing restrictions, controls, or other parameters on research in process or to be conducted in the future, and
- b. Coordinate remedial action with the grants officer.

Additional Sea Grant Terms:

Acknowledgement for Publications Resulting from Sea Grant Support

All publications and/or products resulting from Sea Grant support should have an acknowledgement containing one of the statements below that best pertains to the publication or product.

It is important that the Woods Hole Sea Grant Office receive copies of all such publications and/or products. For electronic publications or web-based publications or products, we require the relevant URL.

Quantities Required:

- Journal Reprints: 20 copies and/or the document provided electronically as a PDF file
- Other publications/products: Please contact the Woods Hole Sea Grant office at [508-289-2665](tel:508-289-2665) or seagrant@whoi.edu.

Sea Grant Acknowledgement for journal articles, proceedings, theses:

This work was funded by the Sea Grant Program at the Woods Hole Oceanographic Institution, under grant from the National Oceanic and Atmospheric Administration, U.S. Department of Commerce, [Grant No. NA18OAR4170104, A/S-15.](#)

Sea Grant Acknowledgement for educational materials, websites, presentation materials:

This work was supported by the Sea Grant Program at the Woods Hole Oceanographic Institution, [Grant No. NA18OAR4170104, A/S-15.](#)

Note: If this work was partially supported by Woods Hole Sea Grant, you may modify the acknowledgements above, and insert “partially” before the word “funded” (top example) or “supported” (bottom example).

Attachment 4
Cost Reimbursable Research Subaward Agreement
EFFORTS

Effort 22180402**Page 1**

WHOI PI: Dr. Matthew Charette	Collaborator PI: Diane Murphy
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Project Title: **"A/S-15 "Woods Hole Sea Grant Marine Extension Program""**

Effort Period of Performance: 2/01/2018-1/31/2022	Budget Period: 2/01/2018-1/31/2019	Amount Currently Available for this EFFORT: \$235,500.00	Total Amount This Effort Title \$985,500.00
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Reporting Requirements Incremental Funding Statement Cost Sharing Statement
(See this EFFORT, Page 3 for all that Apply)

Amendments to Original Terms and Conditions

Effective Date: 1/31/2019	Amendment No: 3
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The purpose of this amendment is **the addition of partial Year 2 funds in the amount \$51,568.00** for the **Budget Period hereby extended through 3/31/2019**. Period of Performance remains through 1/31/2022. **Total amount Currently Available for Payment is increased to \$287,068.00.**

Please make the following Changes to your Subaward Agreement.

Effort Period of Performance: 2/01/2018-1/31/2022	Budget Period: 2/01/2018-3/31/2019	Amount Currently Available for this EFFORT: \$287,068.00	Total Amount This Effort Title \$985,500.00
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EFFORT 22180402_ Page 3**Incremental Funding:**

This Agreement is incrementally funded. The total amount of this Agreement is **\$985,500.00**.

The amount currently available for payment is **\$287,068.00** which covers the Budget Period as extended and the Period of Performance as stated on the cover page of this EFFORT.

WHOI's obligation for the difference of **\$698,432.00** is contingent upon the availability of funds and the scientific progress of this project. Accordingly, no legal liability on the part of WHOI for payment of this difference shall exist unless and until an amendment is issued to the Collaborator to make these funds available.

Cost Share Requirements:

The total of **\$657,177.00** on this Subaward has been committed for Cost Share.

Cost Share amount for **Year One** is **\$153,243.00**. (CS amount for YR 1 has been adjusted up \$1.00 so Budgeted amount calculates correctly.)

Cost Share amount for **Partial Year Two** is **\$33,696.00**.

\$126,763.00 in remainder Year 2 will be committed with future increment of funds.

Cost Share amount for **Year Three** is **\$168.105.00** and will be committed with future increment of funds.

Cost Share amount for **Year Four** is **\$175,370.00** and will be committed with future increment of funds.

All Cost Share must be documented on your invoices with period and cumulative totals reported.

All other Terms and Conditions remain as agreed.

AGENDA ITEM 9f

Authorizing the award of contracts for Golf Course Materials and Services to be used at Municipal Golf courses, and other Political Subdivisions, for the period of March 1, 2019 through February 29, 2020 to: Atlantic Golf & Turf; Harrell's LLC; Helena Agri Enterprises; Site One Landscape Supply; The Charles C. Hart Seed Company; Tom Irwin, Inc and; Winfield Solutions

COUNTY OF BARNSTABLE
PURCHASING
DEPARTMENT OF FINANCE
SUPERIOR COURT HOUSE
P.O. BOX 427
BARNSTABLE, MASSACHUSETTS 02630

Elaine Davis
Chief Procurement Officer

Phone: (508) 375-6637
Fax: (508) 362-4136
Email:
edavis@barnstablecounty.org

January 11, 2019

MEMORANDUM

TO: County Commissioners
FROM: Elaine Davis, Chief Procurement Officer
RE: Notice of Bid Award

Barnstable County issued an Invitation for Bids for Golf Course Materials and Services to be used at Municipal Golf courses and other Political Subdivisions for the period of March 1, 2019 through February 29, 2020. Eight bids were received.

Please vote to award the bids to the following as the responsive, responsible bidders offering the lowest prices as shown on the attached spreadsheet:

Tom Irwin, Inc
Helena Agri Enterprises
Harrell's LLC
Site One Landscape Supply
The Charles C. Hart Seed Company
Atlantic Golf & Turf
Winfield Solutions

Thank you.

Approved, Board of Regional Commissioners:

Ronald Bergstrom, Chair

Mary Pat Flynn, Vice-Chair

Ronald R. Beaty, Commissioner

Date

AGENDA ITEM 9g

Authorizing the execution of Certificates for Dissolving Septic Betterments



**BARNSTABLE COUNTY
COMMUNITY SEPTIC MANAGEMENT
LOAN PROGRAM**

3195 MAIN STREET/ P.O.BOX 427
BARNSTABLE, MASSACHUSETTS 02630



Kendall Ayers
Program Administrator

Phone: (508) 375-6610

Fax: (508) 375-6854

www.barnstablecountysepticloan.org

MEMORANDUM

DATE: January 15, 2019
TO: County Commissioners
FROM: Community Septic Management Loan Program
SUBJECT: Certificates for Dissolving Septic Betterments

Please execute Certificates for Dissolving Septic Betterments certifying that the betterment assessments upon parcels of real estate in Notices of Betterment Assessment recorded as:

- Document No. 680674, Lot 5, Plan 15666-B, Certificate of Title No. 142680; Document No. 1050300, Lot 32, Plan 30716-B, Sh 2. Certificate of Title No.181706; Barnstable Registry District of the Land Court; and;
- Book 3085, Page 172; Book 4814, Page 79; Book 10482, Page 274; Book 13129, Page 57; Book 16257, Page 152; Book 18791, Page 185; Book 19245, Page 110; Book 20949, Page 164; Book 21016, Page 253; Book 22416, Page 161; Book 29111, Page 20; Barnstable County Registry of Deeds,

stating that betterments were to be assessed pursuant to betterment agreements for septic improvements, in accordance with General Laws, Chapter 111, Section 127B ½ have together with any interest and costs thereon, been paid or legally abated.

Approved:

Ronald Bergstrom, Chair

Mary Pat Flynn, Vice-Chair

Ronald R. Beaty, Commissioner

Date