From: Ruud, Andy (SAO)
To: Michelle Courtney
Cc: Darren White; Jones, Travis (SAO); Brillantes, Heide (SAO)
Subject: RE: AFG Single Audit - 11/4 Request Summary
Date: Friday, November 5, 2021 3:30:40 PM
Attachments: image001.png
image002.png
image003.png

Hi Michelle,
Thank you for reaching out to FEMA.
Currently, I am continuing to evaluate the procurement requirements for the Grant Awards. Based on our conversation yesterday, I understand that the Fire Department did not obtain bid documentation from either NPPgov or the Department of Enterprise Services (NASPO) purchasing cooperative agreements. However, do you know if the bid documents have been made available to the Fire Department online by NPPgov or Department of Enterprise Services (NASPO)?

Other Questions Regarding Procurement

- Did the Fire Department conduct a cost-price analysis to determine if either LN Curtis or Motorola offered a reasonable price for goods purchased with FEMA funds?
- Did the City enter into an interagency/interlocal agreement with the Lead Public Agency (League of Oregon Cities) for the NPPgov purchasing cooperative contract?

Please let me know if you would like to schedule a TEAMS meeting for next week to discuss these questions and I will send a meeting invitation.
Additionally, please let me know if you have any questions.
Thank you,

Andy Ruud
Assistant State Auditor
Office of the Washington State Auditor
www.sao.wa.gov

From: Michelle Courtney <mcourtney@clarkston-wa.com>
Sent: Friday, November 5, 2021 11:22 AM
To: Ruud, Andy (SAO) <andy.ruud@sao.wa.gov>
Subject: RE: AFG Single Audit - 11/4 Request Summary

External Email

Good morning,
I have reached out to the FEMA fire grants help desk asking how to submit this requirement in the NOFO. Waiting to hear back.
Michelle

From: Ruud, Andy (SAO) [mailto:andy.ruud@sao.wa.gov]
Sent: Thursday, November 4, 2021 4:08 PM
To: Michelle Courtney
Cc: Darren White; Jones, Travis (SAO); Brillantes, Heide (SAO)
Subject: RE: AFG Single Audit - 11/4 Request Summary

Hi Michelle,
From my understanding, the EMW-2018 NOFO says that reporting is done in eGrants. However, this requirement was updated in the EMW-2019 and EMW-2020 NOFOs to say that reporting should be

done in FEMA GO. The performance reporting requirements for EMW-2019 and EMW-2020 are found on pg. 20 and pg. 18 of each NOFO, respectively.
Because this is a requirement per the NOFOs, could you please reach out to the granting agency, FEMA, and ask if they have an guidance about how and if those reports are to be submitted?
Please let me know if you have any questions.
Thank you,

Andy Ruud
Assistant State Auditor
Office of the Washington State Auditor
www.sao.wa.gov

From: Michelle Courtney <mcourtney@clarkston-wa.com>
Sent: Thursday, November 4, 2021 3:27 PM
To: Ruud, Andy (SAO) <andy.ruud@sao.wa.gov>
Cc: Darren White <firechief@clarkston-wa.com>
Subject: RE: AFG Single Audit - 11/4 Request Summary

External Email

Hi Andy,
Attached is the letter from the FEMA audit.
I have looked on FEMA GO again and do not find any location to submit performance reporting, just the SF-425's in financial reporting. It says in the NOFO this reporting is done in eGrants. I believe FEMA GO replaced Mitigation eGrants, could it be that was a requirement of the old system and it didn't get removed from the NOFO?
Thanks,
Michelle

From: Ruud, Andy (SAO) [mailto:andy.ruud@sao.wa.gov]
Sent: Thursday, November 4, 2021 2:44 PM
To: Michelle Courtney; Darren White
Cc: Jones, Travis (SAO); Brillantes, Heide (SAO); Steve Austin
Subject: AFG Single Audit - 11/4 Request Summary
Hello,
Thank you both for taking the time to meet with me today.
Here is a summary of the questions/items I requested in our meeting:

Performance Reporting

- **Question 1:** Can you look into FEMA GO and look for a place that you can submit the performance reports and let me know what you find?
- **Item 1:** A short description of the steps the Fire Department will take going forward to ensure that the Performance Reports are submitted every 6 months after the Grant Award Date.
  - *Federal Requirements are on pg. 18 of the EMW-2020 NOFO; pg. 20 of the EMW-2018 and EMW 2019 NOFOs*

Equipment

- **Question 1**: Can you reach out to LN Curtis and see if they kept any other documentation on their safety checks for the SCBA units?
- **Item 1:** Agreement with LN Curtis regarding safety checks to be performed for 3 years
-

Item 2: New Asset Information Sheet to indicate the addition of new equipment to the inventory

Level of Effort

- **Item 1:** A short description of steps the Fire Department will take going forward to ensure that at least 80% of the average expenditures of the prior two fiscal years are maintained during a year in which the department receives federal funds.
  - **Explanation:** As we discussed in our meeting, this requirement is meant to ensure that funding to the Department stays relatively stable despite the award and receipt of federal funds. FEMA does not want to see the City cutting the Fire Department's budgeted expenditures below 80% of the prior two years' average expenditures just because they were awarded federal money.

Please let me know if you have any questions.

Thank you,

Andy Ruud
Assistant State Auditor
Office of the Washington State Auditor
www.sao.wa.gov