



CAPITAN MUNICIPAL SCHOOLS

Home of the Tigers

Memo

To: Mr. Mark Driskell, Superintendent

From: Jamie Shepperd

Date: 2/11/2021


Re: 24301 BAR

Message

Attached is a Bar for fund 24306, CARES Act/GEER, to be used for air purification in the amount of \$16,374.00

CAPITAN MUNICIPAL SCHOOLS *To Lead, Educate, and Prepare All Students*

Located in 150 Forest, Capitan, NM 88316 • Mailing Address PO Box 278, Capitan, NM 88316 • Phone (575) 354.8500 • Fax (575) 354.8505



Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 040-000-2021-0021-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2020-2021

Entity Name: Capitan

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Jamie Shepperd, Chief Financial Officer

Total Approved Budget (Flowthrough):

Phone: 575-354-8514

Email: jamie.shepperd@capitantigers.org

FLOWTHROUGH ONLY

Budget Period: 07/01/2020

To: 06/30/2021

A. Approved Carryover:

B. Total Current Year Allocation: 16,374

D. Total Funding Available: 16,374

Revenue 24306.0000.44500 \$16,374

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24306 CARES/G EER - Hepa Filters	2600 Operation & Maintenance of Plant	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$4,000	\$4,000	
24306 CARES/G EER - Hepa Filters	2600 Operation & Maintenance of Plant	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$12,374	\$12,374	
Sub Total						\$16,374		
Indirect Cost								
DOC. TOTAL						\$16,374		

Justification:

To record award for the CARES Act/GEER Hepa Filters.

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Approvals by Digital Signature

<u>Name</u>	<u>Role</u>	<u>Date</u>
Jamie Shepperd	Business Manager	1/26/2021 10:44:17 AM



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

RYAN STEWART, ED.L.D.
SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

December 29, 2020

MEMORANDUM

TO: Superintendents, Charter School Leaders

FROM: Adan Delgado, Deputy Secretary of Finance & Operations

RE: In-Room HEPA Air Purification Federal Sub-awards

DocuSigned by:
Adan Delgado
930B141B58BB4ED...

The New Mexico Public Education Department (PED) has granted its FY20-21 sub-award for funding through the Elementary and Secondary School Emergency Relief Fund and the Governors Emergency Education Relief Fund (24306) for the purchase of in-room HEPA air purification units. In accordance with federal regulations at 2 C.F.R. § 200.331(a), please note the following federal award identification information specific to this sub-award. All entities receiving this sub-award through PED, as listed on Exhibit A are sub-recipients of the following federal funding:

Subrecipient's name	See Exhibit A
Subrecipient's DUNS number	See Exhibit A
Federal Award Identification Number (FAIN)	(a) S425D200023 (b) S425C200021
Federal award date	(a) 05/22/2020 (b) 09/24/2020
Sub-award period of performance start and end dates	(a) 05/04/2020 – 9/30/2022 (b) 07/01/2020 – 9/30/2021
Amount of federal funds obligated by this sub-award	See Exhibit A
Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	(a) Elementary and Secondary School Emergency Relief Fund (b) Governors Emergency Education Relief Fund
Federal awarding agency	(a) United States Dept. of Education (b) NM Department of Finance and

In-room HEPA air purification units

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	Administration (Federal subrecipient)
Contact information for awarding official	(a) Frank T. Brogan, Assistant Secretary 400 Maryland Ave., SW Washington, DC 20202 (202) 401-0113 (b) Brandon Webber 400 Maryland Ave., SW Rm. 4C146 Washington, DC 20202-4110 (202) 453-7944
CFDA number and name	(a) 84.425D (b) 84.425C
Research and development (R&D) award (Yes/No)	No
Indirect cost rate for federal award	N/A

The following requirements apply to this sub-award:

- 2 C.F.R. Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards¹
- 2 C.F.R. Part 3474: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 C.F.R. Part 3485: Non-procurement Debarment and Suspension

Reporting Requirements

1) The funding for this award must be used specifically to purchase in-room HEPA air purification units in the classrooms as listed in the Air Filtration Survey Certification. The award is based on need for those classrooms with HVAC units that cannot reach a MERV 13 level. Below is the minimum specification for the HEPA unit that can be purchased:

- Minimum of 1 Filter Module;
- Minimum System Airflow: 400-1000cfm;
- Minimum Clean Air Delivery Rate (CADR) of 225-1000cfm (NOTE: Units Shall be capable of providing a minimum of 3 to 5 Air Changes per Hour in a 9,000 cubic foot [30' x 30' x 9'] space. This shall be accomplished with no more than two (2) units in a single space.);
Performance Level: TRUE HEPA – 99.90% - 99.97% Effective at 0.3 micron and larger particles. (Grade H12 or H13)
Maximum sound: < 70 dBA at High Speed.

School districts and charter schools are responsible for appropriate procurement; however, PED has worked to identify procurement vehicles that are available. PED has facilitated an Invitation To Bid (ITB) process through the New Mexico General Services Department, which will be complete in the coming days. Districts also have the option of using their own procurement

¹ The regulations at 2 C.F.R. Part 200 are located online at: http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl.

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vehicles including the use of price agreements provided by Cooperative Educational Services or the New Mexico General Services Department State Purchasing Division.

2) Please submit a BAR through OBMS for the award amount using fund code **24306** and revenue object code **44500**. Please adhere to the following timelines required for obligation, liquidation and RfR submission:

- Submit your BAR with a copy of this letter, air filtration certification form and a copy of the application through OBMS by **January 29, 2021**. Your BAR will not be approved until PED has received your certification form.
- The final award amounts in exhibit A shall be **expended by June 30, 2021** to effectively allow for school re-entry.
- Pursuant to 6-5-3 NMSA 1978, the appropriate fund shall be encumbered prior to the issuance of vouchers or purchase orders or the engagement of contracts.

Indirect Cost Rate

As noted within the Request for Application (RFA) between PED, indirect costs are not applicable to this grant award. The provision of services related to activities, clearly and directly linked to meeting the objectives of this grant, are applicable and shall be budgeted according to the approved RFA.

Access to Records and Financial Statements

In addition, pursuant to 2 C.F.R. § 200.331(a)(5), all subrecipients as identified on Exhibit A, attached to this subaward, must permit PED and auditors access to records and financial statements as necessary.

Closeout Procedures

- The final day to submit request for reimbursements for FY20-21 is **July 7, 2021**.

If you have any questions regarding your in-room HEPA air purification federal subaward, please contact Amanda Lupardus, Financial Coordinator, Amanda.lupardus@state.nm.us (505) 827-3863. To reach the Fiscal Grants Management Bureau, please contact Susan Lucero, susan.lucero@state.nm.us, (505) 827-3848.

Enc.: Exhibit A

NM Public Education Department
Local Educational Agency Application
for receipt of award authorized by
Elementary and Secondary School Emergency Relief Fund,
and the Governors Emergency Education Relief Fund
December 2020

Capitan Municipal Schools
Name of Local Educational Agency (LEA)

On behalf of the above-listed LEA, the undersigned Superintendent or Charter School Head Administrator hereby applies for, and provides the following assurances for receipt of, an LEA level award from the Elementary and Secondary School Emergency Relief Fund (ESSER) and the Governor's Emergency Education Relief (GEER) Fund authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-13 for the purchase of HEPA filters with the minimum specifications set forth by the Public Education Department (PED).

1. The LEA will spend its LEA level of ESSER and GEER Funds in accordance with all applicable statutes, regulations, program plans and requirements to address the impact that the Novel Coronavirus Disease 2019 (COVID-19) has had, and continues to have, on its elementary and secondary schools.
2. **Under this application, the LEA will only spend the funds for the purchase of HEPA filters with the minimum specifications set forth by PED.**
3. The LEA will have control over, and title to property acquired with the LEA level award of the ESSER and GEER Funds.
4. The LEA will comply with all federal and state reporting requirements, including those in Section 15011(b)(2) of Division B of the CARES Act. (See also, 2 CFR 200.327-200.329.)
5. The LEA will cooperate with any request for examination of records regarding such funds by making records available for inspection, production, and examination, and authorized individuals available for interview and examination, upon the request of (i) NMPED; the U.S. Department of Education and/or its Inspector General; or (ii) any other federal agency, commission, or department in the lawful exercise of its jurisdiction and authority.
6. The LEA certifies that the LEA level ESSER and GEER Funds shall not be used for:
 - a. administrative or executive salaries and benefits for IHEs, SEAs, LEAs, or the other education related entities referenced at § 18002(c)(3);
 - b. subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the LEA;
 - c. expenditures related to state or local teacher or faculty unions or associations; or
 - d. bonuses, merit pay, or similar expenditures.
7. The LEA will use such fiscal control and fund accounting procedures and program documentation as will ensure proper disbursement of, and accounting for, Federal funds used, including:

- a. the enforcement of any obligations imposed by law on agencies, institutions, organizations, and other recipients;
 - b. the correction of deficiencies in any program operations identified through audits, monitoring, or program evaluation; and
 - c. detailed records of any purchases including P-card purchases.
8. The LEA will repay to the SEA, using non-federal funds or Federal funds for which no accountability is required to the Federal government, any amounts which the U.S. Department of Education orders the SEA to repay because of the LEA's failure to comply with applicable statutes, regulations, and requirements.
 9. The LEA will further repay to the SEA with non-federal funds, or from Federal funds from which no accountability is required to the Federal government, any amounts determined by the SEA to have been misspent or misapplied because of the LEA's failure to comply with applicable statutes, regulations, and requirements.
 10. As a condition of receiving Federal Funds, the LEA certifies to the SEA in accordance with Section 8546 of ESEA that it has a policy in effect that prohibits any individual who is a school employee, contractor, or agent from assisting a school employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency know, or have probable cause to believe, that such a school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law.
 11. The LEA certifies no 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 the making or renewal of Federal grants under this program. The SEA will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 C.F.R. Part 82, Appendix B); and the SEA will require the full certification, as set forth in 34 C.F.R. Part 82, Appendix A, in the award documents for all sub-awards at all tiers.
 12. The LEA will cooperate in carrying out any evaluation of each such program conducted by or for the SEA, the U.S. Secretary of Education, or other Federal official.

The undersigned Superintendent or Charter School Head Administrator certifies that she or he understands and agrees with above-listed assurances and requests consideration of this Application.


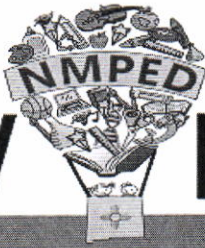
 _____ Signature	Patti Nesbitt _____ Printed Name
Capital Municipal Schools _____ Name of LEA	11/4/2021 _____ Date

EXHIBIT A



NEW MEXICO

Public Education Department

CARES Act/GEER - Hepa Filters (24306) FINAL FY20-21

OBMS ENTITY CODE	DISTRICT/CHARTER	DUNS #	GEER	ESSER	AWARD
22	ARTESIA	08-447-5409	\$ 48,967	\$ 52,252	\$ 101,219
64	AZTEC	84-923-8688	\$ 34,745	\$ 37,076	\$ 71,821
64455001	MOSAIC ACADEMY CHARTER	79-372-4654	\$ 1,800	\$ 1,921	\$ 3,721
	AZTEC W/CHARTERS				\$ 75,542
87	BELEN	18-260-2854	\$ 67,690	\$ 72,231	\$ 139,921
61	BERNALILLO	83-560-4893	\$ 41,766	\$ 44,568	\$ 86,334
66	BLOOMFIELD	84-923-8746	\$ -	\$ -	\$ -
40	CAPITAN	18-421-8832	\$ 7,921	\$ 8,453	\$ 16,374
20	CARLSBAD	08-447-5656	\$ -	\$ -	\$ -
20155001	JEFFERSON MONT. ACAD.	11-954-1493	\$ -	\$ -	\$ -
005-020	PECOS CONNECTIONS	07-548-0516	\$ -	\$ -	\$ -
	CARLSBAD W/CHARTERS				\$ -
37	CARRIZOZO	18-237-1179	\$ 180	\$ 192	\$ 372
67	CENTRAL CONS.	12-292-8351	\$ 8,461	\$ 9,029	\$ 17,490
559-001	DREAM DINE'	07-976-8798	\$ 540	\$ 576	\$ 1,116
	CENTRAL W/CHARTERS				\$ 18,606
53	CHAMA VALLEY	08-526-8324	\$ 5,941	\$ 6,339	\$ 12,280
8	CIMARRON	02-493-6650	\$ 4,681	\$ 4,995	\$ 9,676
08075003	MORENO VALLEY HIGH	60-590-0997	\$ -	\$ -	\$ -
	CIMARRON W/CHARTERS				\$ 9,676
84	CLAYTON	10-005-3867	\$ 4,141	\$ 4,418	\$ 8,559
48	CLOUDCROFT	83-560-4869	\$ 7,741	\$ 8,260	\$ 16,001
12	CLOVIS	93-347-7903	\$ -	\$ -	\$ -
24	COBRE CONS.	03-608-3897	\$ 41,406	\$ 44,184	\$ 85,590
38	CORONA	19-302-0542	\$ 720	\$ 768	\$ 1,488
62	CUBA	05-442-5566	\$ 10,802	\$ 11,526	\$ 22,328
42	DEMING	09-414-1264	\$ 7,741	\$ 8,260	\$ 16,001
42295006	DEMING CESAR CHAVEZ	62-381-5243	\$ 360	\$ 384	\$ 744
	DEMING W/CHARTERS				\$ 16,745
85	DES MOINES	04-798-4141	\$ 2,880	\$ 3,074	\$ 5,954
6	DEXTER	09-413-7593	\$ 19,083	\$ 20,363	\$ 39,446
60	DORA	18-463-9516	\$ -	\$ -	\$ -
54	DULCE	84-979-7519	\$ 9,001	\$ 9,605	\$ 18,606
58	ELIDA	12-317-8006	\$ 1,980	\$ 2,113	\$ 4,093
55	ESPAÑOLA	15-937-4156	\$ 49,327	\$ 52,637	\$ 101,964