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CITY OF AMESBURY, MA



CITY OF AMESBURY
IN THE YEAR TWO THOUSAND TWENTY-THREE

SPONSORED BY: Kassandra Gove **BILL No. 2023- 128**
Kassandra Gove, Mayor

An Order to authorize the Mayor to accept and expend a grant in the amount of \$29,613.00 from the Massachusetts Executive Office of Public Safety and Security, Office of Grants and Research FY24 Municipal Road Safety (MRS) Grant Program.

Summary: This grant award will be used to fund traffic enforcement and enforcement equipment. This funding will allow the Police Department to increase the number of hours spent conducting selective enforcement to combat the most problematic areas, which include distracted drivers, impaired driving, and speeding. The Department will also use this funding to purchase speed signs that will be permanently mounted in areas where there are high incidences of speed and crash occurrences. This is a cost reimbursement grant program with an end date of September 15, 2024.

Be it Ordered by the City Council of the City of Amesbury assembled, and by the authority of the same as follows:

That the City of Amesbury authorizes the Mayor to accept and expend a grant in the amount of \$29,613.00 from the Massachusetts Executive Office of Public Safety and Security, Office of Grants and Research FY24 Municipal Road Safety (MRS) Grant Program.

Subrecipient Grant Award Details Notification

In accordance with 2 CFR §200.332 EOPSS (federal award recipient) is required to provide your organization (an EOPSS subrecipient) with the following information for either a new subaward or subaward modification. If you believe that any of the information is incorrect, please contact your EOPSS Program Coordinator.

Subrecipient name (which must match the name associated with its unique entity identifier)	Town of Amesbury
Subrecipient's Unique Entity Identifier (UEI)	LAC5MQN1ZG55
Federal Award Identification Number (FAIN) / Federal Award Date (see §200.39 Federal award date) of award to the recipient by the Federal agency	69A37521300004020MA0 – 11/10/20 69A37522300004020MA0 – 12/15/21 69A3752230SUP4020MA0 – 12/15/21 69A37523300004020MA0 – 11/30/22 69A3752330SUP4020MA0 – 11/30/22
Subaward Period of Performance Start and End Date	Contract Execution Date September 15, 2024
Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient	\$ 29,613.00
Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current obligation	\$ 29,613.00
Total Amount of the Federal Award committed to the subrecipient by the pass-through entity	\$ 29,613.00
Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	Section 402 State and Community Highway Safety Grant (23 C.F.R. Subpart B to Part 1300; 23 U.S.C. § 402) — Grant to conduct highway safety programs under the State's approved highway safety plan.
Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity	US DOT/National Highway Traffic Safety Administration, agency ID #6940 Massachusetts Executive Office of Public Safety and Security Kevin Stanton, Executive Director Office of Grants & Research 35 Braintree Hill Office Park, Suite 302 Braintree, MA 02184
Assistance Listings Number and Name-	20.600- Section 402 State and Community Highway Safety
Is this award for Research and Development (check one)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).	N/A
All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award	Described separately in the General Subrecipient Grant Conditions document
Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports	Described separately in the General Subrecipient Grant Conditions



FFY 2024 Municipal Road Safety Grant Program Funding Application

All fields must be typed, except for the Assurances page which can be completed manually. Agency Head should be either the Chief of Police, Police Commissioner, Mayor, or Town Administrator. Fiscal Contact should be the Town Treasurer, CFO, Town Accountant, or similar fiscal personnel.

Cover Sheet

Applicant Organization Information			
Department Name	AMESBURY POLICE DEPARTMENT		
Address	19 SCHOOL ST		
City, State, Zip	AMESBURY, MA 01913		
(UEI) Unique Entity Identifier (12 characters)	ZFWED31KPHR7		
Agency Head Information		Grant Manager Information	
Name	Craig J. Bailey	Name	Kevin P. Mulrenin
Title	Chief of Police	Title	Lieutenant
Email	craigb@amesburyma.gov	Email	mulrenink@amesburyma.gov
Telephone	978-388-1217	Telephone	978-388-1217
Municipal Fiscal Contact		Federally Approved Indirect Cost Rate*	
Name	Marisa Batista	Does the applicant have a federally approved rate?	<input type="checkbox"/> Yes
Title	Chief Financial Officer		<input checked="" type="checkbox"/> No
Email	batistam@amesburyma.gov	If yes, what is the rate? Please attach a copy.	
Telephone	978-388-5447	If not, will the applicant be requesting the de minimis rate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

*If your department is not budgeting for Indirect, you may skip this section of the cover sheet.

Program Description

Project Title: Municipal Road Safety Grant (MRS)

Please answer all questions in the spaces provided.

IMPORTANT

All applicants must complete Questions 1 through 6 and 11 through 14.

- If not applying for Non-Enforcement activities, you may skip Question 7
- If not applying for Traffic equipment, you may skip Questions 8 & 9
- If not applying for Ped & Bike safety items, you may skip Question 10

1. Which elements of the MRS are you applying for?

- Traffic Safety (including Enforcement and/or Equipment)
- Pedestrian and Bicyclist Enforcement
- Non-Enforcement Traffic Safety Activities and/or Pedestrian & Bicyclist Safety Items

2. Provide a clear and concise description of your department's philosophy and commitment to all aspects of road safety. Also include:

- How these grant funds will augment your existing efforts to reduce roadway crashes, injuries, fatalities, and associated economic losses
- How MRS funds awarded to your department in FFY23 or prior have had an impact on your community (if applicable)

It is the policy of the Amesbury Police Department to attain specific safety goals, through traffic law enforcement, investigation, direction, and control. Among these goals is the reduction of traffic collisions, fatalities, and injuries. Other goals are to facilitate the safe and expeditious movement of vehicular and pedestrian traffic through the public's voluntary compliance with traffic regulations. It is the policy of this department to meet these goals through a combination of education, enforcement, engineering, and public support. The Amesbury Police Department also recognizes the importance and benefits of occupant protection devices in motor vehicles. It shall be a priority of all officers to enforce safety belt and child passenger safety restraint laws when conducting traffic enforcement. Distracted and impaired driving in our community are continuing to rise and the City of Amesbury has two recreational marijuana retail shops that draw customers from all over the North Shore and New Hampshire. Officers from this department attempt to dedicate as many hours as possible outside grant activity toward traffic enforcement. Grant funding would assist the department in its ability to dedicate more time towards enforcement in areas where we have seen an increase in impaired driving, traffic crashes, and speeding issues in response to the analyzing of data from our internal department software as well as traffic/speed studies conducted by the department in response to citizen complaints.

3. From the MassDOT Crash Portal, "IMPACT" <https://apps.impact.dot.state.ma.us/cdp/report-view/13>, fill in the following:

Crash Category	2020	2021	2022
Total Fatal Crashes	0	1	1
Total Serious Injury Crashes	6	4	3
Total Alcohol Suspected Crashes	14	11	14
Total Speed Related Crashes	4	4	3
Pedestrian Crash Totals			
Number of Pedestrian Crashes	4	1	3
# of Pedestrians with Serious Injuries	0	0	0
Pedestrian Crashes with Fatalities	0	0	0
Bicyclist Crash Totals			
Number of Bicyclist Crashes	3	2	1
# of Bicyclist crashes with Serious Injuries	1	0	0
# of Bicyclist crashes with Fatalities	0	0	0
Driver Distraction in Crashes			
Total crashes involving a driver "manually operating or talking on a hand-held electronic device"	4	2	5
Total crashes involving a driver where driver contributing circumstances is "Inattention" or "Distracted" and distraction is "Not Reported" or "Unknown"	31	43	28
Protective Safety System and Injury Severity (passenger cars and light trucks only)			
No Safety System Used – Fatal Injury & Serious Injury	1	2	0
Blank/Unknown – Fatal Injury & Serious Injury	0	1	1

If the link provided does not work, follow these steps: IMPACT Home, go to Reports → Categories → Standardized Reports (Explore) → Grant Application - Crashes at a Glance (Explore)

4. From your department's internal data: Please complete as much of the following as possible. OGR understands data will be proportional to community size.

Categories	2020	2021	2022
OUI Alcohol and Drug Arrests	48	51	58
Seat belt citations	2	20	54
Speeding citations	136	411	945
Distracted driving citations*	7	122	158
Failure to yield to pedestrian in crosswalk citations	51	4	3
Failure to yield to bicyclist citations	0	0	0

*Distracted driving shall include the following: Improper Use of Phone/Electronic Device, Texting, and Impeded Operation

5. Enter three measurable target objectives.

Target objectives should be related to the elements being requested. Here are just a few examples:

For Traffic Enforcement:

- Deploy 8 overtime patrols to the intersection of High and Low Streets during June to reduce the number of speeding vehicles by 10% from the 2022 monthly average of speeding vehicles tracked by our speed radar sign.

For Ped & Bike Enforcement:

- Conduct 18 crosswalk decoy patrols total during the 6 enforcement campaigns at the intersection of Medford and Polk Streets to reduce the number of pedestrian crashes by 50% from 2022

For Non-Enforcement:

- Ten officers to complete ARIDE training.
- Distribute 1,000 pieces of educational materials to pedestrians on Main St. since five crashes involving pedestrians occurred at this location in the past three years.
- Distribute 25 bicycle helmets during kindergarten traffic safety presentations
- Give pedestrian safety presentations at 2 senior centers

IMPORTANT NOTE

If awarded funds for this grant, you will be required to submit a Mid-Year Progress Report and a Final Progress Report based on the measurable objectives stated in this application.

Measurable Target Objective 1	Conduct at least 60 hours of enforcement in the area of Macy St. / Elm St. / Clarks Rd. / Rocky Hill Rd. / Main St. since approx. 21% of our crashes occur overall in these areas.
Measurable Target Objective 2	Utilization of dedicated enforcement to decrease the number of impaired driving related crashes by 10% from October 2023 to October 2024.
Measurable Target Objective 3	Utilization of speed radar equipment and enforcement to decrease the number of speed related crashes and injuries by 10% from October 2023 to October 2024.

6. Identify three problematic road safety trends that exist in your community (either crash or citation-related) pertaining to demographics, location, day of the week, and/or time of day.

- Trends must relate to the elements being requested.
- Trend Examples:
 - Our data shows distracted driving citations are issued on Main St twice as often compared to the rest of the town and issued one and a half times more frequently after 4 PM.
 - Our data shows 3 pedestrians over the age of 60 were struck by vehicles in 2022
 - Our CPS Technician saw a 60% misuse rate on car seats that the department checked last year

Trend 1	Speeding is the top complaint by residents within the City of Amesbury. The average number of speeding citations is approx. 900. Seat belt violations decreased dramatically in 2021 due to COVID restrictions having an effect on enforcement activity. Impaired driving related crashes, distracted driving, and speeding complaints continue to be a top concern
Trend 2	Over the past several years data has shown that impaired driving arrests are on the rise as well as crashes where drivers are impaired by drugs or alcohol. The highest number of crashes occur within the City from 7:00am-7:00pm with the highest number occurring from 8:00am-4:00pm.
Trend 3	The highest number of impaired crashes is occurring between 9:00pm and 2:00am. The majority of the crashes involving impaired drivers are occurring on Macy St. (Rt.110), Main St., Elm St., Middle Rd., Lions Mouth Rd., Newton Rd., and South Hampton Rd.(Rt107a).

7. If proposing to utilize grant funds for Non-Enforcement traffic safety activities, provide the following details for each budgeted activity:

- Describe the activity, where it will take place, who will be involved, and what will their role(s) be
- Describe why you are proposing to conduct this activity and what you hope to accomplish.

Activity 1	
Activity 2	
Activity 3	

Activity 4	
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8. If you are requesting traffic equipment, state the quantity next to the type of equipment being requested. You must also provide the quantity and approximate age of your current inventory.

<i>Requested Equipment</i>	<i>Current Inventory and Approximate Age</i>
Handheld Radar:	Handheld Radar:
Handheld LiDAR:	Handheld LiDAR:
Pole-Mounted Radar Speed Sign:	Pole-Mounted Radar Speed Sign:
Traffic Data Recorder:	Traffic Data Recorder:
Preliminary Breath Test (PBT) Instruments: 3	Preliminary Breath Test (PBT) Instruments: 8 Alcotest units in service, 2 are from 2011 and in need of replacement

9. Explain how the equipment requested will augment the planned enforcement. Give justification for the need and how/where the equipment will be used.

- Example A: The department has no data recorders and will post them on streets A, B and C in order to...
- Example B: The department would benefit from new Handheld Radar units to enforce speed and reduce crashes caused by speed in areas X, Y, and Z.

Note: OGR reserves the right to adjust an equipment award if justification is inadequate or not provided. If unallowable items are listed, the funding will be denied, and the department will not have the opportunity to update with allowable items.

The department would benefit as a whole in the use of Portable Breath Test equipment. Impaired driving is one of the top community concerns and our officers use these units quite often while performing standard field sobriety testing. Last year in 2022 APD had 58 OUI and drug related arrests, quite high for a department our size. Several of our units are older (from 2011) and in need of replacement.

10. If your department is budgeting for Ped & Bike Safety Items (see AGF for the item listing), provide:

- Justification for why the items are needed.
- Quantity of each item proposed for purchase.
- A distribution plan including targeted population, method of distribution, and an educational component.

11. Motor Vehicle Automated Citation and Crash System (MACCS) – Check here if you are participating in the MACCS program:

Yes

No

12. Provide a timeline of the Element(s) activities/deliverables by writing in the activity corresponding to each month your department will be participating.

- For Traffic and Ped & Bike enforcement, indicate the type of enforcement and total hours planned in the corresponding month.
- For equipment or safety items, enter the item you plan to purchase in the appropriate month. Traffic Equipment and Safety Items must be received by April 30, 2024.
- For Non-Enforcement Activities, enter the name of the activity in the appropriate month.

Month	Enforcement Activity	Purchase Equipment/ Safety Items	Planned Non-Enforcement Activity
November 2023			
December 2023	Winter Impaired Driving		
January 2024			
February 2024			
March 2024			
April 2024	Distracted Driving		
May 2024	Click it or Ticket		
June 2024	June Speeding		
July 2024	July Speeding		
Aug- Sept 15 th , 2024	Summer Impaired Driving		

13. Budget Narrative: Use the space below to describe how your department intends to use budgeted funds. Provide a description and explain all requested line items included in the Attachment B Budget. This narrative allows reviewers to clearly understand all costs associated with this proposal.

If the department is awarded the \$30,000 it would utilize \$26847.00 towards traffic enforcement and \$3153.00 towards the purchase of enforcement equipment (portable breath test units). The department intends on purchasing 3 Drager Alcotest 6820 standard portable breath test units.

Receiving this award would augment our departments current traffic safety efforts by increasing the number of hours spent conducting selective enforcement to combat against the most problematic areas such as distracted driving, impaired driving, and speeding. In past grant campaigns, officers eagerly take the shifts and provide documented results with a high level of enforcement activity within the campaigns concentrated efforts. In addition to dedicated traffic enforcement patrols, the department intends to use part of the award to purchase 3 more Drager Alcotest Portable Breath test units. These units are equipped in every one of our line cruisers and are very often used in traffic enforcement for numerous OUI arrests that we make throughout the year (58 last year). These arrests come from grant shifts, random patrols, m/v accidents, and calls concerning active reckless driving in the community.

Attachment B Budget Worksheet Instructions

General Instructions for Attachment B – Budget Worksheet

Attachment B – Excel Budget Detail Worksheet must be completed and included in the application packet. The worksheet can be found at <https://www.mass.gov/info-details/municipal-road-safety-mrs-grant-program> under the link for the FFY 2024 MRS Grant program.

The budget worksheet contains sections for each element and their related costs.

Please note that the total of all sections cannot exceed the maximum award amount per tier level:

FFY 2024 Funding Levels

Population	Tier	Max Award Amount
Greater than 40,000	1	\$60,000.00
20,000 to 39,999	2	\$40,000.00
12,000-19,999	3	\$30,000.00
Less than 12,000	4	\$20,000.00

**Commonwealth of Massachusetts
Office of Grants and Research
FFY 2024 Municipal Road Safety Grant
Availability of Grant Funding (AGF) Assurances**

The Amesbury Police Department hereby acknowledges the terms and conditions as identified in the FFY 2024 Municipal Road Safety (MRS) Availability of Grant Funding. The Department understands and agrees that a grant received as a result of this application process is subject to the regulations governing highway safety projects and grant administrative requirements and agrees to comply with all applicable local, State and Federal rules and regulations.

I hereby acknowledge that if purchasing equipment and/or safety items, the Department will comply with all grant contract requirements and related state and federal guidelines as they pertain to the purchasing of allowable equipment and/or safety items. The Department understands and agrees that any items approved for purchasing will be used specifically for the purposes as set forth in conjunction with the FFY 2024 MRS grant program.

I hereby acknowledge that funding is contingent upon the availability of federal NHTSA funds, and certify if awarded, that these federal funds will not supplant any other funds currently made available to the Department.

By signing below, I hereby acknowledge having read and understand all FFY 2024 MRS grant administration requirements and agree to comply with the best of the Department's ability.

Craig J. Bailey, Chief of Police

Name and Title (please print)



Signature

6/14/23

Date

Application Details

Application Deadline – June 29, 2023

Responses to this AGF must be submitted on the OGR-provided documents. Electronic versions of the Application template, Grant Application Budget Excel spreadsheet, and other required documents are available to download at <https://www.mass.gov/info-details/municipal-road-safety-mrs-grant-program>. The application template contains full detailed instructions and a checklist of all required documents that must be submitted with the application.

OGR requires one (1) application packet be submitted electronically to OGR.MRS@mass.gov and one (1) hard copy of the application packet be mailed to our **new** office:

Office of Grants and Research
ATTN: Highway Safety Division (MRS Grant)
35 Braintree Hill Office Park, Suite 302
Braintree, MA 02184

The documents listed below comprise the application packet:

- Completed FFY2024 Municipal Road Safety Grant Funding Application with Signed Assurances Page – Attachment A
- Grant Application Budget Spreadsheet – Attachment B
- Contractor Authorized Signatory Listing Form
- Subrecipient Risk Assessment Form
- Organization's Overtime Policy (this can be an excerpt from the policy manual)
- Copy of Federal or Auditor approved Fringe Rate Agreement and/or Indirect Rate Agreement, if applicable
- Quote(s) for proposed traffic equipment purchases, if applicable

In addition to submitting the hard and electronic copies of the application packet by the deadline, applicants must also complete and e-submit the **Applicant Contact Information Form**.

OGR will conduct a Technical Assistance Workshop on Thursday, June 8, 2023 at 1:00pm to help departments better understand the requirements set forth in the AGF and the application process. Once the webinar has concluded, only questions submitted to OGR.MRS@mass.gov will be accepted. Please register for the webinar at this link: <https://attendee.gotowebinar.com/register/953697026094239067>.

Attachment B - Budget Worksheet



FFY 2024 Municipal Road Safety Grant (MRS)

Name of Applicant Organization	Amesbury Police Dept.
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Cost Categories	Federal Costs
Traffic Safety Enforcement (TE) Overtime	\$ 26,460.00
Traffic Safety Equipment	\$ 3,153.00
Ped & Bike Enforcement Overtime	\$ -
Non-Enforcement Safety Activities	\$ -
Ped & Bike Safety Items	\$ -
Consultant / Contractor Costs	\$ -
Travel Costs	\$ -
Fringe Benefit Costs	\$ -
Indirect Costs	\$ -
Total Costs	\$ 29,613.00

Executive Office of Public Safety and Security
Office of Grants and Research
FFY 2024 Municipal Road Safety Grant Program (MRS)
Attachment B - Amesbury Police Dept.

Traffic Safety Enforcement (TE) Overtime

Campaign Period	Average OT Rate	Planned OT Hours	Description	Federal Costs
Winter Impaired Driving: December 2023	\$ 63,000.00	70,0000		\$ 4,410.00
Distracted Driving: April 2024	\$ 63,000.00	70,0000		\$ 4,410.00
Click It or Ticket: May 2024	\$ 63,000.00	70,0000		\$ 4,410.00
Summer Speed: June 2024	\$ 63,000.00	70,0000		\$ 4,410.00
Summer Speed: July 2024	\$ 63,000.00	70,0000		\$ 4,410.00
Summer Impaired: Aug. 1, 2024 - Sept. 15, 2024	\$ 63,000.00	70,0000		\$ 4,410.00
Subtotal:				\$ 26,460.00

Traffic Safety Equipment - Cannot exceed 50% of TE Overtime Budget.

Equipment - Type	Cost Per Unit	Quantity	Description of Equipment & Add On's	Federal Costs
DRAGER PBT UNIT	\$ 1,051,000.00	3,0000	Alcotest 6820 Standard	\$ 3,153.00
Subtotal:				\$ 3,153.00

Ped & Bike Enforcement Overtime

Activity	Average OT Rate	Planned OT Hours	Description	Federal Costs
Ped & Bike Safety Enforcement				
Subtotal:				\$ -

Non-Enforcement Safety Activities

Activity	Rate	Quantity	Description	Federal Costs

Indirect Costs

Name/Position	Expenses Applied to Indirect Rate	Contract Indirect Rate	Description	Federal Costs
Subtotal: \$				-
Grand Total: \$				29,613.00



**Commonwealth of Massachusetts
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

This form is jointly issued and published by the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default form for all Commonwealth Departments when another form is not prescribed by regulation or policy.

**Signature for Corporation (C or S), Partnership, Trust/Estate, Limited Liability Company
(must match Form W-9 tax classification)**

Contractor Legal Name City of Amesbury	Contractor Vendor/Customer Code (if available, not the Taxpayer Identification Number or Social Security Number) VC6000191693
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INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

There are three types of electronic signatures that will be accepted on this form: 1) Traditional "wet signature" (ink on paper); 2) Electronic signature that is either: a. hand drawn using a mouse or finger if working from a touch screen device; or b. An upload picture of the signatory's hand drawn signature; 3) Electronic signature affixed using a digital tool such as Adobe Sign or DocuSign. Typed text of a name not generated by a digital tool, computer generated cursive, or an electronic symbol are not acceptable forms of electronic signature.

Authorized Signatory Name	Signature (Signature as it will appear on contract or other documents)	Title	Phone Number	Email Address
Craig J. Bailey		Chief of Police	9783881217	craigb@amesburyma.gov
Marisa Batista		Chief Financial Officer	9783885447	batistam@amesburyma.gov
Kassandra Gove		Mayor	9783888121	govek@amesburyma.gov

Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.

I certify that I am a responsible authorized officer of the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Please note you cannot self-certify your own signature as a single signer listed above.

Signature 	Date 6/14/23
Print Name Kassandra Gove	Phone Number 978 388 8121
Title Mayor	Email Address govek@amesburyma.gov

A copy of this listing must be attached to the "record copy" of a contract filed with the department.

MA Executive Office of Public Safety and Security - Office of Grants and Research (OGR)

SUBRECIPIENT RISK ASSESSMENT FORM

SECTION A: PURPOSE

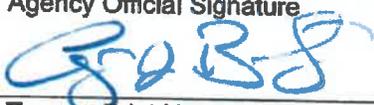
Federal regulations contained in 2 CFR §200.332 require the Office of Grants and Research to evaluate each grant subrecipient's risk of noncompliance with federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining appropriate subrecipient monitoring. OGR must also determine subrecipients' financial management capabilities.

The programmatic and fiscal responsibility of subrecipients must be such that they can properly discharge the public trust that accompanies the authority to expend public funds. Adequate accounting and program management systems should meet the following criteria:

- (1) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant.
- (2) Entries in accounting records should refer to subsidiary records and/or documentation that support the entry and can be readily located.
- (3) The accounting system should provide accurate and current financial reporting information.
- (4) The accounting system should be integrated with an adequate system of internal programmatic controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.
- (5) Certify that subrecipient and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a state or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

SECTION B: ACCOUNTING SYSTEM

1. Which of the following best describes the accounting system: <input type="checkbox"/> Manual <input checked="" type="checkbox"/> Automated <input type="checkbox"/> Combination	
2. Does the accounting system identify the receipt and expenditure of program funds separately for each grant/contract?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Does the accounting system provide for the recording of expenditures for each grant/contract by the budget cost categories shown in the approved budget	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Are time distribution records maintained for an employee when his/her effort can be identified to a particular cost objective?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5. Does the accounting/financial system include budgetary controls to preclude incurring obligations in excess of: a. Total funds available for a grant b. Total funds available for a budget cost category (e.g. Personnel, Travel, etc.)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. If Federal grant funds are commingled with organization funds, can the Federal funds and related costs be readily identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

SECTION C: PROGRAM MANAGEMENT		
<p>1. Is the organization new to managing federal grant funds or has the organization had recent staff turnover that significantly reduces its institutional capacity to effectively manage federal funds?</p> <p>If yes, please explain: (attach a separate sheet if necessary)</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>2. If the organization has recently (past 5 years) or currently receives federal grant funding, has the organization been out-of-compliance with reporting or other requirements?</p> <p>If yes, please explain: (attach a separate sheet if necessary)</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
SECTION D: APPLICANT CERTIFICATION		
I certify that the above information is complete and correct to the best of my knowledge.		
Agency Official Signature	Title	Date
	Chief of Police	6/14/23
Type or Print Name of Agency Official		
Craig J. Bailey		
Subrecipient Organization Name, Address, and Telephone Number		
Amesbury Police Dept. 19 School St. Amesbury, MA 01913 978-388-1217		
SECTION E: FOR OGR INTERNAL USE ONLY		
<u>Subrecipients - Do not complete this section</u>		
<p>1. Does the subrecipient receiving this award have an acceptable track record of managing funds provided by EOPSS? Briefly explain.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>2. Is the proposed program very complex, is the award above \$1million, and/or is the proposed grant-funded activity such that additional risk can be presumed? If yes, please explain.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>3. According to www.sam.gov, is the subrecipient organization or any of its principals presently debarred, suspended, or voluntarily excluded from covered transactions by any Federal, State or local department or agency for non-responsible behavior (i.e. fraud, embezzlement, tax evasion, violation of antitrust statutes)? If yes, please explain.</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No

Amesbury Patrolman's Union Overtime and Detail Guidelines

- All department overtime will be filled before any details.
- Overtime and details will be paged out at approximately 12pm
- Overtime and details will be filled at approximately 1pm
(1 hour window from when paged out)
- Once an overtime shift or detail is filled the officer will be notified by telephone or text promptly.
- Once assigned an overtime shift or a detail, that assignment is your responsibility. There will be no "shift surfing" * unless there is an established detail list and the open detail/shift can be filled.
- When filling details, whoever is first up will have their pick of the available details. (EX: 1st up pick, 2nd up pick, 3rd up pick Etc.) Unless a certain detail possess a public safety risk.
- When an officer has court on a day he/she could have worked a detail, he/she can call in and be put down as a "yellow". If the officer is passed in the rotation, he/she will be first up on the following day. (EX: court on Thursday, the officer will be first up on Friday)
- Overtime will be tracked/reset quarterly.
- When the list is reset it will go by department seniority.
- Once officer's start accumulating hours, overtime will be assigned to the officer having the lowest amount of hours.
- Forced overtime and court time will not be added to the rotating overtime list.
- Refusal of an out of town detail will not affect your position on the already established detail list.
- Overtime and details will be filled by the shift OIC or his designee.
- If an emergency detail comes in, it will be filled at the discretion of the shift OIC.
- If you are called and you pass up a detail you will go to the bottom of the list. (under the last full time officer on the established list)

Amesbury Patrolman's Union
01/02/2016



Quotation

Customer no.
150068666

Customer
AMESBURY POLICE DEPARTMENT

SCHOOL ST 19
AMESBURY MA 01913-2812

Quotation no. QUO-roachsh-0449-001 Date of offer 6/14/2023

Please reference on inquiries
Payer 150068666
AMESBURY POLICE DEPARTMENT

SCHOOL ST 19
AMESBURY MA 01913-2812

Your request

6/13/2023

Ship-To party

150068666

AMESBURY POLICE DEPARTMENT

SCHOOL ST 19
AMESBURY MA 01913-2812

Your contact person

Sharon Roach
412-720-8571

sharon.roach@draeger.com

Dear Customer,

Thank you for your inquiry. Please find enclosed our corresponding offer.
If you have any further questions, please do not hesitate to contact us.

Quotation no.:
Responsible:

QUO-roachsh-0449-001
Sharon Roach
Regional Sales Manager
412-720-8571

Telephone:
Fax:
E-mail:

sharon.roach@draeger.com

Best regards,
Draeger Inc.

Draeger Inc.
7256 S Sam Houston W
PKWY., Suite 100
Houston, TX 77085

Phone 1-800-437-2437

US-safety@draeger.com
www.draeger.com

17.1.1_USA_ST



Quotation

Customer no.
150068666

Quotation no.
QUO-roachsh-0449-001
Please reference on inquiries

Date of offer
6/14/2023

Page 2 / 2

Payer
150068666

Pos.	Quant	Partnumber / Description	Unit price USD	%	Total price USD
010	3 EA	8322660 Alcotest 6820 Standard	1,051.00		3,153.00
		----- Net value excl. Sales Tax -----	-----	-----	----- 3,153.00 -----
		TOTAL AMOUNT =====	=====	=====	===== 3,153.00 =====
		Delivery time: 45 Days			
		Incoterms: DAP - Delivered at Place to AMESBURY			
		Payment terms: D013 - 30 DAYS AFTER INVOICE DATE			
		Quotation valid until: 10/31/2023			

The sale of the products identified herein is expressly subject to the Draeger, Inc. - Terms and Conditions of Sale which are attached hereto and which may also be found at: www.draeger.com/en-us_us/Home/Terms-Conditions.

Customer is hereby informed that section 1128B(b) of the Social Security Act may apply, which requires that discounts and other reductions in price or the existence of discount programs be properly disclosed and reflected in the costs claimed or charges made by a provider under Medicare or a Federal or State Health Program.

PLEASE CHECK THIS ORDER CAREFULLY FOR ACCURACY IN PRICING, PART # AND DESCRIPTION. Contact Customer Service immediately if there are any discrepancies. This acknowledgement and note constitutes the entire agreement with respect to the contemplated transaction and supersedes all previous negotiations, proposals, writings, advertisements, or publications.