



Coronavirus Aid, Relief, and Economic Security Act

Oklahoma CARES PPE Reimbursement

Funding Agreement

This agreement is entered into by and between The State of Oklahoma Department of Emergency Management and Homeland Security (ODEMHS) and **the City of Norman**, Oklahoma, hereinafter referred to as the "Subrecipient." The Oklahoma Department of Emergency Management and Homeland Security shall reimburse the Subrecipient for Personal Protection Equipment (PPE) ordered in response to the Coronavirus 2019 (COVID-19) pandemic since March 1, 2020. This application and contractual agreement are for the sum of **\$13,888.00** dollars in agreement with the following terms and conditions.

Article 1. Purpose

The purpose of this agreement is to provide a reimbursement utilizing a portion of the funds awarded to the State of Oklahoma under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which was signed into law by the President of the United States of America on March 27, 2020. Personal Protection Equipment (PPE) ordered for first responders, emergency managers, and other similar institutes in response to the Coronavirus 2019 (COVID-19) pandemic since March 1, 2020 are eligible if the requirements listed in Article 2. Eligibility are met.

Article 2. Eligibility

To be eligible for the Oklahoma CARES PPE Reimbursement, the Subrecipient must meet the following eligibility requirements:

1. The Subrecipient must have a designated Emergency Manager, whether they are a Full – Time Emergency Manager, Part – Time, or a Volunteer.
2. PPE was ordered:
 - a. As a necessary expenditure to respond to the public health emergency
 - b. While the costs were not accounted for in the budget most recently approved as of March 27, 2020
 - c. Between the period of March 1, 2020 and December 30, 2020
 - d. Is not covered by the Public Assistance Disaster(s) associated with this pandemic, more specifically DR – 4530.
 - e. Must adhere to the 2 CFR 200.

PPE is defined as "specialized clothing or equipment worn by an employee for protection against infectious materials" by the Occupational Safety and Health Administration (OSHA). For this reimbursement programs –

1. Items permitted without prior approval will be basic PPE, including but not limited to:
 - a. Surgical masks
 - b. KN95 Masks
 - c. Gloves
 - d. Gowns
 - e. Booties
 - f. Sanitizing Wipes / Hand Sanitizer / Sanitizer Dispensers
2. Other similar COVID Prevention items may be considered based on the State of Oklahoma CARES Team guidance. Items for consideration may include:
 - a. SCBAs
 - b. Foggers
 - c. Respirators
 - d. UV Sanitizers
 - e. Thermometers
 - f. Tyvek Suits



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If there are any uncertainties regarding eligibility of certain products, please email questions and example of products to EMPG@oem.ok.gov for clarification.

Article 3. Event Reporting

Pursuant to Oklahoma Statute Title 63–683.11. E 63, all significant events within the Subrecipient's jurisdiction resulting in a threat to life safety or public health, an adverse impact on the local economy, or stress placed on local and regional resources must be reported to the Oklahoma Department of Emergency Management and Homeland Security (ODEMHS). This may be done by calling the State EOC Watch Officer at 1-800-800-2481 and/or by submitting a report through the State of Oklahoma WebEOC.

Article 4. Authorized Representatives

The Agency Director of the Oklahoma Department of Emergency Management and Homeland Security and the Subrecipient's Director of Emergency Management shall be the authorized representatives to complete work and negotiate changes to this agreement. On a form provided by ODEMHS, the Subrecipient will identify a Director of Emergency Management, an alternate point-of-contact (such as a deputy director), and the Subrecipient's official mailing address. The Director of Emergency Management for the Subrecipient will serve as the official point-of-contact (POC), responsible for reporting on, or responding to inquiries regarding the six (6) phases of emergency management (mitigation, preparedness, response, recovery, prevention, and protection) to include incident reporting.

Article 5. Reimbursement Guidelines

Oklahoma CARES PPE Reimbursement will only cover Personal Protective Equipment ordered by the jurisdiction that meets the eligibility requirements provided in Article 2. Eligibility. Proof of purchase, such as invoices, receipts, and other supporting documentation must be provided for reimbursement to be approved.

Article 6. Authorities

The authorities for this reimbursement are:

- Coronavirus Aid, Relief, and Economic Security (CARES) Act
- Title 2, Code of Federal Regulations (CFR), U.S. Department of Homeland Security Presidential Directive 5 (HSPD-5)
- Oklahoma Emergency Management Act 2003, 63 O.S. 683. 1 et. Seq.
- State Administrative Plan adopted by the Oklahoma Department of Emergency Management and Homeland Security.

Article 7. Time of Completion

The Subrecipient shall complete orders and provide proof of purchase no later than **December 18, 2020**. If they fail to provide documentation by this time, their application and agreement will be considered null and void.

Article 8. Audit Clause

In accepting this agreement, the Subrecipient agrees to this audit clause which provides that books, records, documents, accounting procedures, practices, or any other items of the Subrecipient relevant to the agreement are subject to examination by the Federal Department of Treasury, the Federal Emergency Management Agency, the Oklahoma Department of



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Emergency Management and Homeland Security, the State of Oklahoma and the State Auditor and Inspector.

Article 9. Non-Collusion

In accepting this agreement, the Subrecipient acknowledges that they have not paid, given, or donated or agreed to pay, give, or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this agreement.

Article 10. Required Documents

Listed below are the documents required for a successful reimbursement. All applications and documents are to be uploaded into OK EMGrants. To register or to obtain access to OK EMGrants, please navigate to <https://ok.emgrants.com>.

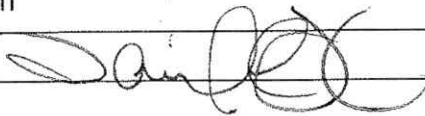
1. State of Oklahoma Designation of Subrecipient Agent
2. Elected Official, City Manager, Tribal Officials Signature Page
3. Proof of Purchase, which may include, but not limited to -
 - a. Invoices
 - b. Receipts
 - c. Purchase Orders



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State of Oklahoma Designation of Subrecipient Agent

Subrecipient Information					
Name of Subrecipient:		City of Norman			
Physical Address:		City of Norman 201 W. Gray Bldg C Norman, OK 73069			
Mailing Address (if different):			City of Norman 415 E. Main Norman, OK 73071		
Employer's Identification (EIN):		73-6005350		FIPS#: 027-52500-00	
Duns #:		101501240			
Subrecipient Emergency Management Director (Primary Contact)					
Name:		Travis King (Secondary Contact)		Agency: City of Norman	
Physical Address:		Norman Fire Department 415 E. Main Norman, OK 73071			
Office #:		(405) 307-7195		Cell#: Email: travis.king@normanok.gov	
Subrecipient Emergency Management Alternate (Secondary Contact)					
Name:		David Grizzle (Primary Contact)		Agency: City of Norman	
Physical Address:		Norman Fire Department 415 E. Main Norman, OK 73071			
Office #:		(405) 307-7190		Cell#: (405) 245-9522 Email: david.grizzle@normanok.gov	
Certification					
The above Primary and Secondary contacts are hereby authorized as the Subrecipient's point of contact (POC) for the purpose of reporting disaster and emergencies and the extent associated with them to Oklahoma Department Emergency Management and Homeland Security (ODEMHS). The above designated points of contact are further authorized to take such action, prepare required documentation, and attend meetings (i.e., applicant briefing or kick off meetings) as may be required on behalf of the Subrecipient. Until contrary notice is given to the Oklahoma Department of Emergency Management and Homeland Security.					
Governing Body:		City of Norman			
Certifying Official:		Darrel Pyle 			
Title:		City Manager			
Office #:		(405) 321-1600		Cell#: 559 358-5226 Email: darrel.pyle@normanok.gov	



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Elected Officials / City Manager / Tribal Officials Signature Page

By signing below, we are applying for the Oklahoma CARES PPE Reimbursement, agreeing with the above terms, and accept the assistance offered in reimbursing funding for PPE not previously budgeted for.

Approved By:

Name: _____
County Commissioner, District 1

Name: Darrel Pyle 
City Mayor or Manager

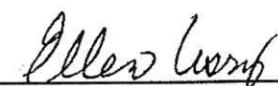
Name: _____
County Commissioner, District 2

Name: _____
Tribal Official

Name: _____
County Commissioner, District 3

Name: Travis King 
Emergency Management Director

Witnessed By:

Name: Ellen Usry 
City / County / Tribal Clerk / Treasurer
Date: 12/7/2020

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