

ORIGINAL

**OFFICE OF THE GOVERNOR
NEVADA STATE OFFICE OF ENERGY**

755 North Roop Street, Suite 202
Carson City, NV 89701-3115

NOTICE OF GRANT AWARD

PROJECT NUMBER: DE - EE0004471

TYPE OF ACTION: Grant

FUNDING SOURCE: SEP - Nevada Retrofit Initiative

SUBGRANTEE NAME AND ADDRESS:

City of Las Vegas
400 Stewart Street
Las Vegas, NV 89101

AMOUNT OF THIS AWARD: \$500,000.00

PROJECT PERIOD: 01/2011 to 12/2013

MATCH PLEDGED: none

PROJECT NAME:
Nevada Retrofit Initiative
CDFR 81.041

PROJECT ADDRESS:
400 Stewart Street
Las Vegas, NV 89101

PROJECT MANAGER/TELEPHONE:
Tom Perrigo (702) 229-2127

FISCAL MANAGER/TELEPHONE:
Tom Perrigo (702) 229-2127

EMAIL: tperrigo@LasVegasNevada.GOV

EMAIL: tperrigo@LasVegasNevada.GOV

OFFICE OF ENERGY PROGRAM MANAGER:
Thomas A. Wilczek

OFFICE OF ENERGY FISCAL MANAGER:
Thomas A. Wilczek

EMAIL: twilczek@energy.nv.gov

EMAIL: twilczek@energy.nv.gov

IN ACCEPTING THESE FUNDS, IT IS UNDERSTOOD THAT:

1. EXPENDITURES ARE TO BE IN COMPLIANCE WITH THE APPROPRIATE STATE AND FEDERAL REGULATIONS
2. A COMPLETED CERTIFICATION LETTER MUST BE ON FILE WITH THE NEVADA STATE OFFICE OF ENERGY BEFORE ANY FUNDS ARE RELEASED
3. THIS AWARD IS SUBJECT TO THE AVAILABILITY OF APPROPRIATED FUNDS
4. THE RECIPIENT OF THESE FUNDS AGREES TO ANY ADDITIONAL REQUIREMENTS ATTACHED TO THIS NOTICE OF GRANT AWARD, INCLUDING,
 - a. FINANCIAL ASSURANCES AND,
 - b. PROGRAM ASSURANCES,

TYPED NAME AND TITLE OF SUBRECIPIENT OFFICIAL: Oscar B. Goodman, Mayor
SIGNATURE: [Signature] DATE: 2/16/2011

Attest: By [Signature]
BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM

[Signature] 2/2/11
James B. Lewis
Deputy City Attorney

NEVADA STATE OFFICE OF ENERGY FINANCIAL ASSURANCES

1. A Financial Status Report and Request for Funds ("FSR") may be submitted to the Nevada State Office of Energy (NSOE) on a monthly or quarterly (calendar quarter) basis only. FSRs must be submitted within 20 days after the end of the month or quarter.
2. All project expenditures must be made within the limits of the specified category amounts as they appear in the grantee's approved (by NSOE) budget (copy attached). Grantees must obtain prior written approval from the NSOE before transferring any amount from one budgeted category to another. Such requests to revise a budget must be submitted to the NSOE Project Manager assigned to the Grantee's project on an NSOE Grant Budget Form labeled "AMENDMENT" and must include a detailed explanation of why the revision is necessary.
3. A final FSR must be submitted within thirty (30) days following the end of the project period. This FSR must include reports of any amount remaining of the match (cost share) or in-kind expenses/expenditures committed to the grantee's project as noted on the Notice of Grant Award form.
4. Grantee hereby certifies that it will follow the procurement standards specified in Federal Title 10, CFR (Code of Federal Regulation), Part 600—Financial Assistance Rules. (Title 10 CFR, Part 600 can be found at http://www.access.gpo.gov/nara/cfr/waisidx_01/10cfr600_01.html)
5. All project expenditures are to be reasonable, allocable, and allowable as defined by OMB Circular A-87, A-21, or A-122, whichever applies to the grantee.
6. The grantee must maintain records that adequately identify grant funding receipts and project expenditures. These records will be made available by the grantee to NSOE or their designee upon request.
7. Grantees that are institutions of higher education, hospitals, or other non-profit organizations will comply with the audit requirements of OMB Circular A-133. The grantee will send NSOE a copy of the annual audit, which will include the Schedule of Federal Financial Assistance, Auditor's Findings/Recommendations, and agency responses within thirty (30) days of completion of the audit.
8. Requests for technical assistance, forms or copies of applicable regulations should be made to:

Nevada State Office of Energy
755 North Roop Street, Suite 202
Carson City, NV 89701
Telephone: (775) 687-1850
Email: garylittle@energy.nv.gov

SIGNATURE: _____

Grantee, Authorized Official Oscar B. Goodman, Mayor

DATE: 2/16/2011

Attest: By _____

BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM _____

James B. Lewis
Deputy City Attorney

Date 2/16/11

NEVADA STATE OFFICE OF ENERGY PROGRAM ASSURANCES

1. Grantee hereby agrees to submit to the Nevada State Office of Energy (NSOE) written or electronic monthly or quarterly (calendar quarter) project status reports of the progress of the grantee's project, including a report of any match (cost share) or in-kind expenditures by the grantee or any sub-grantee/contractor. If the Grantee expects monthly reimbursement of expenses, it MUST also file monthly progress status reports. Reports are due to the grantee's assigned project manager at NSOE within 20 days following the end of the month or quarter. See "ATTACHMENT A" for a listing of required content for the project status reports.
2. A final project narrative report that includes a brief summary of the project must be submitted to the grantee's assigned project manager at NSOE within sixty (60) days following the project period end date. Topics to include in the summary are a comparison of original project scope with actual project scope of the completed project, delays/problems encountered, success/publicity earned, lessons learned, schedule adherence, conclusions and recommendations relative to funding of future projects.
3. The "U.S. Department of Energy, State Energy Program (SEP), administered by the Nevada State Office of Energy" shall be given appropriate credit as the funding source in any publicity or reports (written or oral) concerning the grantee's project.
4. If any form of written (or electronic) or visual materials are produced that identify NSOE, those materials will be sent to the NSOE for review and comment prior to publication or dissemination.
5. The NSOE retains the right to terminate the grant for cause anytime before completion of the project period when the NSOE has determined that the grantee or any sub-grantee/contractor has failed to comply with the conditions of this agreement.
6. The Notice of Grant Award shall be construed and interpreted according to the laws of the State of Nevada.
7. The grantee hereby agrees that he will not assign, transfer or delegate any rights, obligations or duties under this Notice of Grant Award without prior written consent of the NSOE.
8. To the extent authorized by law, the grantee hereby agrees to indemnify and save and hold the State of Nevada and its agents and employees harmless from any and all claims, causes of action or liability arising from the acts or omissions of the grantee, the grantee's agent(s) or its employees under this agreement.
9. The grantee hereby certifies that it will not use the services of any individual or firm on the DOE debarred/suspended list, 10 CFR Part 600.235 Government-wide Debarment and Suspension (Non-Procurement).
10. The grantee hereby certifies that the grant funds will supplement, and not supplant funds otherwise available for this project under State or Federal law.
11. The grantee hereby certifies that it will comply with Title VII of the Civil Rights Act of 1964 (P.L. 88.352), the Americans with Disabilities Act, 42 U.S.C. 12101 et seq (1990), the Drug Free Workplace Act of 1988 (P.L. 100-690, Title V, Subtitle D) and all requirements imposed by or pursuant to those laws.

SIGNATURE: _____

Grantee, Authorized Official Oscar B. Goodman, Mayor

DATE: _____

2/16/2011

Attest: By _____

BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM

James B. Lewis
Deputy City Attorney

Date

ATTACHMENT A

Progress Status Report Content Requirements for Grants

Progress Status Reports must provide a concise narrative assessment of the status of work and include the following information:

1. The NSOE (Nevada State Office of Energy) grant award number, and the name of the grantee.
2. The project title and name of the Project Director.
3. Date of the report and the period covered by the report.
4. Results of work to date. This section should not contain and proprietary or classified data or other information not subject to public release. If such information is important to reporting progress, do not include the information. Do include, however, a note in the report advising the reader to contact your Project Director for further information.
5. A comparison of actual accomplishments to planned milestones/deliverables as defined by the project's description (scope of work). If the planned milestones/deliverables were not accomplished, include an explanation of why they were not. (Note: Inability to meet established goals and objectives may have an impact on consideration of future grant funding.)
6. Any changes in approach to, or objectives of the project, and an explanation of the reason(s) for the changes(s).
7. Actual or anticipated problems or delays, and remedial actions taken or planned to resolve them. NSOE expects all funded project activities to be completed within the project period designated in the grant award.
8. Any absence or changes of key personnel, or changes in consortium/teaming arrangements. Include an explanation for the absence or changes.
9. Cost status. Show approved budget by budget period and category, and actual cost incurred. If cost sharing (match) or in-kind contribution is required by the grant award, break out costs by NSOE amount, grantee amount, and sub-grantee or subcontractor amount(s), and total costs.
10. A description of any technology transfer activities accomplished during the reporting period, such as:
 - a. Journal publications (list journal name, volume, issue), conference papers, or other public releases of results. NOTE: Prior review and approval by NSOE is required. Attach or send copies of public releases to the NSOE Project Manager.
 - b. Web site or other internet sites that reflect the results of this project.
11. Project status reports are to be saved as Microsoft Word files and submitted by email to the assigned NSOE Project manager.

APPROVED AS TO FORM

James B. Lewis
Deputy City Attorney
2/8/11 Date

Initials: BBB

CERTIFICATION LETTER

Each separate grant must have a certification letter on file before funds may be drawn. Only signatures authorized by this letter may sign the Financial Status Report and Request for Funds forms.

The letter should be typed on the grantee's letterhead, using the format as in the sample letter, or any other format as long as all required information is provided.

- Block 1: This is the grant number assigned to your project by the Energy Office, and may be found on the Notice of Grant Award form. Please reference this number on all correspondence submitted to this office.*
- Block 2: This is the agency, office, political subdivision, unit of local government or organization that will be responsible for submitting the monthly reports.*
- Block 3: Checks will be made payable to the name and address given in this block. If it is the same as Block 2, enter "same as above." If checks are to be made payable to a different name, or sent to a different address, be sure to completely fill in this block.*
- Block 4: This block contains the signatures of persons who will be signing the Financial Status Report and Request for Funds form. Only one signature is required by the Energy Office, but the grantee may enter several eligible names, or may require more than one signature if they prefer.*
- Block 5: The typed names and titles of each of the authorized signatories will be entered here.*
- Block 6: Enter the complete name of the agency or organization.*
- Block 7: This is for the signature and title of the person in authority within the agency or organization verifying that the information given is correct and that the signatures are valid. This should be a different signature from those in Block 4.*

CERTIFICATION LETTER

(To be typed on Grantee's letterhead)

Grant # _____ **Block 1** _____

Federal Tax #, and Name, Address, Phone Number of Reporting Agency:

Block 2 _____

Checks to be made payable to: *(To be filled out only if different than name and address above)*

Block 3 _____

Authorized Signatures *(One signature only is required on Financial Status and Request for Funds form)*

Block 4 _____
Signature of Authorized Official

Signature of Authorized Official

This is to certify that the above is the signature of

Block 5 _____ / _____ *and*
Typed name Title

Typed name / _____ *of*
Title

Block 6 _____ *and that they are authorized to sign the Financial Status Report and Request for Funds form.*

Block 7 _____
Signature Title

Date =

Confirmation

OFFICE OF THE GOVERNOR NEVADA STATE OFFICE OF ENERGY

755 North Roop Street, Suite 202
Carson City, NV 89701-3115

NOTICE OF GRANT AWARD

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OFFICE OF ENERGY PROGRAM MANAGER:
Thomas A. Wilczek

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 - b. PROGRAM ASSURANCES,

TYPED NAME AND TITLE OF SUBRECIPIENT OFFICIAL: Oscar B. Goodman, Mayor

SIGNATURE: _____

DATE: 2/16/2011

Attest: By Beverly K. Bridges

BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM

James B. Lewis
Deputy City Attorney

Date 2/8/11

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Email: garylittle@energy.nv.gov

SIGNATURE: _____

DATE: _____

Grantee, Authorized Official Oscar B. Goodman, Mayor

Attest: By _____

BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM

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Deputy City Attorney

Date 2/3/11

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8. To the extent authorized by law, the grantee hereby agrees to indemnify and save and hold the State of Nevada and its agents and employees harmless from any and all claims, causes of action or liability arising from the acts or omissions of the grantee, the grantee's agent(s) or its employees under this agreement.
9. The grantee hereby certifies that it will not use the services of any individual or firm on the DOE debarred/suspended list, 10 CFR Part 600.235 Government-wide Debarment and Suspension (Non-Procurement).
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SIGNATURE: _____

Grantee, Authorized Official

Oscar B. Goodman, Mayor

DATE: _____

2/10/2011

Attest: By _____

BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM

James B. Lewis
Deputy City Attorney

Date

ATTACHMENT A

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 - a. Journal publications (list journal name, volume, issue), conference papers, or other public releases of results. NOTE: Prior review and approval by NSOE is required. Attach or send copies of public releases to the NSOE Project Manager.
 - b. Web site or other internet sites that reflect the results of this project.
11. Project status reports are to be saved as Microsoft Word files and submitted by email to the assigned NSOE Project manager.

APPROVED AS TO FORM


James B. Lewis
Deputy City Attorney

2/8/11
Date

Initials: 

CERTIFICATION LETTER

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- Block 2: This is the agency, office, political subdivision, unit of local government or organization that will be responsible for submitting the monthly reports.*
- Block 3: Checks will be made payable to the name and address given in this block. If it is the same as Block 2, enter "same as above." If checks are to be made payable to a different name, or sent to a different address, be sure to completely fill in this block.*
- Block 4: This block contains the signatures of persons who will be signing the Financial Status Report and Request for Funds form. Only one signature is required by the Energy Office, but the grantee may enter several eligible names, or may require more than one signature if they prefer.*
- Block 5: The typed names and titles of each of the authorized signatories will be entered here.*
- Block 6: Enter the complete name of the agency or organization.*
- Block 7: This is for the signature and title of the person in authority within the agency or organization verifying that the information given is correct and that the signatures are valid. This should be a different signature from those in Block 4.*

CERTIFICATION LETTER

(To be typed on Grantee's letterhead)

Grant # _____ *Block 1* _____

Federal Tax #, and Name, Address, Phone Number of Reporting Agency:

Block 2 _____

Checks to be made payable to: (To be filled out only if different than name and address above)

Block 3 _____

Authorized Signatures (One signature only is required on Financial Status and Request for Funds form)

Block 4 _____
Signature of Authorized Official

Signature of Authorized Official

This is to certify that the above is the signature of

Block 5 _____ / _____ *and*
Typed name Title

Typed name / _____ *of*
Title

Block 6 _____ *and that they are authorized to sign the Financial Status Report and*
Request for Funds form.

Block 7 _____
Signature Title

Date =



NEVADA STATE OFFICE OF ENERGY

GRANT APPLICATION SIGNATURE PAGE

1. Name of Applicant Organization City of Las Vegas
2. Address of Applicant Organization 400 Stewart Street
Las Vegas, NV 89101
3. Telephone Number 702-229-2127 FAX Number 702-
4. Name of Proposed Project Nevada Retrofit Initiative
5. Address of Proposed Project 400 Stewart Street Las Vegas, NV 89101
6. Name, address, e-mail, & Telephone of Project Director Tom Perrigo tperrigo@LasVegasNevada.gov
400 Stewart Street Las Vegas NV 89101 (702) 229-2127
7. Name, address, e-mail, & Telephone of Fiscal Manager Tom Perrigo tperrigo@LasVegasNevada.gov
400 Stewart Street Las Vegas NV 89101 (702) 229-2127
8. Project Beginning Date 01/2011 End Date 12/2013
9. Federal Tax ID Number 88-6000198 ☐ Non-profit ☐ For profit ☒ Government
DUNS Number 030381610
10. Brief description of proposed project: Develop and oversee a media marketing campaign; establish public outreach goals and objectives; assist local non-profits to establish sources for a revolving loan fund for residential retrofits; assist the non-profits to expand their energy auditor training and certification programs

Total Amount of funds Requested: \$ 500,000

TERMS AND CONDITIONS

It is understood and agreed by the undersigned that:

1. Funds granted as a result of this request are to be expended for the purposes set forth herein and in accordance with all State and Federal regulations and restrictions.,
2. Any proposals for changes to this project as approved and awarded will be submitted in writing by the applicant, and upon notification by this agency, shall be deemed incorporated into and become part of the award agreement.
3. The undersigned HEREBY GIVES ASSURANCES THAT he/she will immediately take any measures necessary to effectuate any award agreement.

Typed Name & Title of Person Authorized to Sign Application:

Oscar B. Goodman, Mayor

Signature

[Signature]

Date

2/16/2011

Attest: By

[Signature]
BEVERLY K. BRIDGES, MMC, City Clerk

APPROVED AS TO FORM

[Signature]
James B. Lewis
Deputy City Attorney

Date

