

August 1, 2019

TO: Members of the MAG Management Committee

FROM: Teri Kennedy, Transportation Improvement Program Manager

SUBJECT: CALL FOR PROJECTS: ACCOUNT SET UP FOR WEB BASED PM-10 CERTIFIED STREET SWEEPERS APPLICATIONS

MAG has implemented an online application submittal process for PM-10 Certified Street Sweepers that includes electronic approvals. An email will be sent on or about August 1st to you and your transportation staff, to register as a user and set up a password to access the online application. Native Nations, Cities, Counties, and Town managers will receive an email to set up an account. An email will also be sent to each member agency staff that has previously submitted a PM-10 certified street sweeper application, is a member of the MAG Street Committee, or has been identified as a grant writer for a MAG member agency. If additional staff needs to be added for an account setup, please contact Steve Tate at state@azmag.gov. It is strongly encouraged that staff who are assigned to submit an application request for a PM-10 Certified Street Sweeper during the Call For Projects, access the MAG website and set up their account in early in August.

Applications

All applications are required to be complete and submitted via the MAG website by the due date of **10:00 a.m., Monday, September 16, 2019. Late Applications will not be accepted.** Applications are now available from the following MAG web page: [call for projects](#).

Support and reference information is also available on the website. If there are any questions, please contact me at: tkennedy@azmag.gov or Teri Kennedy at (602) 254-6300. We look forward to receiving your application during this open Call for Projects.

Attachment

cc: FHWA Arizona Division, Planning	MAG Public Works Directors
ADOT Local Public Agency Section	Transportation Review Committee
MAG Intergovernmental	Air Quality Technical Advisory Committee
Representatives	Street Committee

August 1, 2019

TO: Members of the MAG Management Committee

FROM: Dean Giles, Air Quality Planning Project Manager

SUBJECT: PM-10 CERTIFIED STREET SWEEPER PROJECTS FOR FY 2020 CMAQ FUNDING

The Maricopa Association of Governments is soliciting PM-10 Certified Street Sweeper Projects for FY 2020 federal Congestion Mitigation and Air Quality Improvement (CMAQ) funding in the Maricopa County PM-10 and West Pinal PM-10 nonattainment areas from member agencies. Member agencies are invited to attend a workshop that will include a review of the application form on August 6, 2019, from 1:30 to 3:00 p.m. at the MAG Offices. The workshop will also cover the Arizona Department of Transportation (ADOT) Policies and Procedures for the disposal of older street sweepers. **Completed and signed online project applications for PM-10 Certified Street Sweeper Projects for FY 2020 CMAQ funding are due to MAG by 10:00 a.m., on September 16, 2019. Late applications will not be accepted.**

The purchase of PM-10 certified street sweeper projects supports the measure “PM-10 Efficient Street Sweepers” in the Revised MAG 1999 Serious Area Particulate Plan for PM-10 for the Maricopa County Nonattainment Area. In addition, the MAG 2012 Five Percent Plan for PM-10 for the Maricopa County Nonattainment Area includes PM-10 Certified Street Sweepers. The purpose of the PM-10 certified street sweeper program is to reduce particulate emissions reentrained by vehicles traveling on paved roads.

The FY 2018-2022 MAG Transportation Improvement Program identifies \$1,536,506 in CMAQ funding to purchase PM-10 Certified Street Sweepers. A minimum local cash match of 5.7 percent on the CMAQ eligible portion of the project is required.

Project applications should include PM-10 Certified Street Sweepers that meet South Coast Air Quality Management District Rule 1186 certification standards. The list of Rule 1186 Certified Street Sweepers, dated May 2, 2019, is provided. Please attach a

detailed price summary from the vendor that itemizes the equipment features for the proposed sweeper project.

Additional costs for equipment beyond the specifications necessary for compliance with Rule 1186-certification are not eligible for reimbursement. Examples of additional street sweeper equipment not eligible for reimbursement are attached. A separate application should be completed for each PM-10 certified street sweeper requested.

MAG staff will estimate the emission reductions for each sweeper project in accordance with federal CMAQ guidance, and cost-effectiveness based on the amount of CMAQ funding requested. Methods contained in the MAG Methodologies for Evaluating Congestion Mitigation and Air Quality Improvement Projects, September 30, 2011, will be used to calculate the emissions reduction and cost-effectiveness. The cost-effectiveness for each sweeper project will be used to rank order the eligible candidates for CMAQ funding.

In general, the methodology estimates air quality benefits from PM-10 certified street sweepers based on the reduction in reentrained dust emitted from vehicles traveling on the roadway. PM- 10 certified street sweepers may be eligible for CMAQ funding if they replace a noncertified sweeper, replace an older certified street sweeper (based on MAG replacement policy), increase the frequency of sweeping, and/or expand the area swept in the PM-10 nonattainment area.

The MAG Street Committee will initially review the project applications for data completeness in October 2019. On October 31, 2019, the MAG Air Quality Technical Advisory Committee may make a recommendation to forward a ranking of the sweeper projects to the MAG Management Committee. The recommendation may be considered by the MAG Management Committee in November 2019 and the MAG Regional Council in December 2019. It is anticipated that the project ranking would be retained for any additional FY 2020 CMAQ funds that may become available to the region.

It is important to note that the procurement process has changed. The ADOT is now providing oversight and monitoring of the procurement process. On March 12, 2019, ADOT conducted a workshop on the provisions required in federal procurement and reviewed the three options available for procuring street sweepers (see attached ADOT flowchart). The first option allows local agencies that are a Certified Acceptance agency to procure the sweeper, the second option allows local agencies that are approved by ADOT to be Self Administered to procure the sweeper, and the third option allows local agencies to issue a Purchase Order for the purchase of a street sweeper from the ADOT Contract. MAG will issue a formal notification to proceed with procurement in a letter to the project sponsor.

If approved for a sweeper, MAG is requesting that the street sweeper be purchased and reimbursement be requested by the agency within one year from the date of the MAG letter. It is important to note that the member agencies comply with the ADOT Federal Property Management Standards (attached) for PM-10 certified street sweepers purchased with CMAQ funds. The ADOT Federal Property Management Standards require that each jurisdiction obtain ADOT approval prior to disposal of a CMAQ-funded street sweeper. Also, the Federal Highway Administration has advised MAG that the procurement of CMAQ funded street sweepers should proceed after project funding has been authorized.

If you have any questions, please contact me at (602) 254-6300.

Attachments

cc: Transportation Review Committee
Air Quality Technical Advisory Committee
Intergovernmental Representatives
Street Committee
Public Works Directors



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4182
(909) 396-2000 www.aqmd.gov

CERTIFIED STREET SWEEPERS UNDER South Coast AQMD RULE 1186 (AS OF MAY 02, 2019*)

South Coast AQMD Rule 1186 requires local governments within the South Coast Air Quality Management District (see Figure below) to procure certified street sweepers for new equipment purchases or new street sweeping contracts made after January 1, 2000 (there are no retrofit requirements under Rule 1186).

Various South Coast AQMD regulations also require procurement of certified street sweepers to implement specific rule requirements. This list of equipment is updated periodically based on certifications test results and in response to new information.

The South Coast AQMD Governing Board adopted Rule 1186 street sweeper testing and certification procedures in September of 1999. Enclosed is a list of equipment that has met the Rule 1186 certification standards. (The equipment may either be new or upgraded to meet certification specifications). Questions on equipment capabilities and options should be directed to your local distributor and/or the manufacturer. Questions regarding the Rule requirements can be directed to Area Sources, at (909) 396-2390, or areasources@aqmd.gov.



Cleaning the air that we breathe...

* Additional sweepers may be certified based on future tests. You can call 1 (800) CUT-SMOG or visit www.aqmd.gov for the most recent list of Rule 1186 certified equipment.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (South Coast AQMD)

RULE 1186 CERTIFIED* STREET SWEEPERS AS OF May 2, 2019

THE FOLLOWING IS A LIST OF STREET SWEEPING EQUIPMENT THAT HAS CURRENTLY BEEN CERTIFIED FOR South Coast AQMD RULE 1186. ALL CERTIFIED EQUIPMENT MUST BE OPERATED AND MAINTAINED IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS. FUTURE TESTING MAY QUALIFY ADDITIONAL EQUIPMENT. CALL 1 (800) CUT-SMOG FOR THE CURRENT LIST.



MAKE*	MODEL*	DUST CONTROL SYSTEMS*
CHALLENGER MANUFACTURING	CHALLENGER	<ul style="list-style-type: none"> • THREE (3) 0.03 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • FOUR (4) 0.03 INCH DIAMETER ORIFICE NOZZLES CENTRALLY LOCATED BETWEEN THE MAIN BROOM AND THE CONVEYOR • WATER PUMP TO PROVIDE 25 POUNDS PER SQUARE INCH WATER PRESSURE DURING OPERATION; MAXIMUM OF 45 POUNDS PER SQUARE INCH
CURBTENDER* (*formerly Wayne Sweepers)	CENTURION	<ul style="list-style-type: none"> • SEVEN (7) 0.0925 INCH DIAMETER ORIFICE NOZZLES ON SPRAY BAR UNDERNEATH THE CAB • TWO (2) 0.0925 INCH DIAMETER ORIFICE NOZZLES PER GUTTER BROOM • (GUTTER BROOMS CAN BE OPERATED WITHOUT WATER SPRAYS IF FULLY ENCLOSED SHROUD SYSTEM IS UTILIZED AND MAINTAINED PER THE MANUFACTURERS SPECIFICATIONS) • THREE (3) 0.0925 INCH DIAMETER ORIFICE NOZZLES ON SPRAY BAR ABOVE CONVEYOR • 300 GALLON WATER TANK • WATER PUMP TO PROVIDE MINIMUM OF SEVEN GALLONS PER MINUTE • SINGLE FAN VACUUM SYSTEM • GLAZED, POLYESTER FILTER SYSTEM (MAINTAINED TO ENSURE PROPER INTEGRITY)
CURBTENDER* (*formerly Wayne Sweepers)	GLADIATOR	<ul style="list-style-type: none"> • THREE (3) 0.0925 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • SIX (6) 0.0925 INCH DIAMETER ORIFICE NOZZLES ACROSS FRONT BUMPER • FOUR (4) 0.0925 INCH DIAMETER ORIFICE NOZZLES AT THE REAR BROOM • WATER PUMP TO PROVIDE 60 POUNDS PER SQUARE INCH WATER PRESSURE
CURBTENDER* (*formerly Wayne Sweepers)	WARRIOR	<ul style="list-style-type: none"> • THREE (3) 0.0925 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • SIX (6) 0.0925 INCH DIAMETER ORIFICE NOZZLES ACROSS FRONT BUMPER • WATER PUMP TO PROVIDE 60 POUNDS PER SQUARE INCH WATER PRESSURE

* In order to ensure compliance with Rule 1186 requirements, all certified equipment must be operated and maintained in accordance with the manufacturer's specifications. End users are responsible for ensuring that the dust control systems are in place for each certified sweeper.

Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
ELGIN	AIR CUB (LX/DX) CROSSWIND FURY	<ul style="list-style-type: none"> • DIAMOND GRID DUST SEPARATION SCREEN • LOUVERED CENTRIFUGAL DUST SEPARATOR • ONE (1) 0.06 INCH DIAMETER ORIFICE NOZZLE CENTRALLY LOCATED ABOVE FAN INLET IN THE HOPPER • TWO (2) 0.047 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE THE SUCTION TUBE • FOUR (4) 0.051 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • PUMP TO PROVIDE 40 POUNDS PER SQUARE INCH WATER PRESSURE
ELGIN	CROSSWIND J	<ul style="list-style-type: none"> • DIAMOND GRID DUST SEPARATION SCREEN • S-TRAP CENTRIFUGAL SEPARATOR • FOUR (4) 0.06 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE HOPPER • THREE (3) 0.059 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE SUCTION TUBE • THREE (3) 0.057 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • WATER PUMP TO PROVIDE 80 POUNDS PER SQUARE INCH WATER PRESSURE
ELGIN	PELICAN P & S PELICAN SE (WET SUPPRESSION)	<ul style="list-style-type: none"> • FOUR (4) 0.06 INCH DIAMETER ORIFICE NOZZLES CENTRALLY LOCATED BETWEEN THE MAIN BROOM AND THE CONVEYOR • TWO (2) 0.057 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH GUTTER BROOM • WATER PUMP TO PROVIDE 80 POUNDS PER SQUARE INCH WATER PRESSURE
ELGIN	PELICAN P (WATERLESS SUPPRESSION)	<ul style="list-style-type: none"> • GUTTER/MAIN BROOM FULLY ENCLOSED SHROUD SYSTEM • ONE OR TWO CENTRIFUGAL DUST EVACUATION FAN(S) TO PROVIDE SUBSTANTIALLY SIMILAR AIRFLOW WITHIN A NORMAL OPERATING RANGE • SYNTHETIC MULTI-POCKET FILTER WITH HYDRAULIC SHAKER FOR DUST REMOVAL

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
ELGIN	PELICAN P (COMBINATION)	<ul style="list-style-type: none"> • ALL OF THE FEATURES OF THE WET AND WATERLESS SUPPRESSION PELICAN P STREET SWEEPER WITH THE EQUIPMENT OPERATED IN EITHER THE WET OR WATERLESS MODE
ELGIN	EAGLE E EAGLE F EAGLE (CNG) BROOM BEAR ROAD WIZARD	<ul style="list-style-type: none"> • FOUR (4) 0.06 INCH DIAMETER ORIFICE NOZZLES CENTRALLY LOCATED BETWEEN THE MAIN BROOM AND THE CONVEYOR • THREE (3) 0.057 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH GUTTER BROOM • WATER PUMP TO PROVIDE 80 POUNDS PER SQUARE INCH WATER PRESSURE
ELGIN	EAGLE F (WATERLESS)	<ul style="list-style-type: none"> • GUTTER/MAIN BROOM FULLY ENCLOSED SHROUD SYSTEM • CENTRIFUGAL DUST EVACUATION FAN • SYNTHETIC MULTI-POCKET FILTER WITH HYDRAULIC SHAKER FOR DUST CONTROL
ELGIN	EAGLE F (COMBINATION)	<ul style="list-style-type: none"> • ALL OF THE FEATURES OF THE WET AND WATERLESS EAGLE F STREET SWEEPER WITH THE EQUIPMENT OPERATED IN EITHER THE WET OR WATERLESS MODE
ELGIN	GEOVAC	<ul style="list-style-type: none"> • DIAMOND GRID DUST SEPARATION SCREEN • FOUR (4) 0.06 INCH DIAMETER ORIFICE NOZZLES CENTRALLY LOCATED IN THE HOPPER • TWO (2) 0.059 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE THE SUCTION TUBE • TWO (2) 0.057 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • FOUR (4) 0.06 INCH DIAMETER ORIFICE NOZZLES LOCATED AT THE EXTENSION BROOM • WATER PUMP TO PROVIDE 80 POUNDS PER SQUARE INCH WATER PRESSURE

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Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
ELGIN	WHIRLWIND MV	<ul style="list-style-type: none"> • DIAMOND GRID DUST SEPARATION SCREEN • FOUR (4) 0.06 INCH DIAMETER ORIFICE NOZZLES CENTRALLY LOCATED IN THE HOPPER • TWO (2) 0.059 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE THE SUCTION TUBE • TWO (2) 0.057 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • FOUR (4) 0.60 INCH DIAMETER ORIFICE NOZZLES LOCATED AT THE EXTENSION BROOM • PUMP TO PROVIDE 80 POUNDS PER SQUARE INCH WATER PRESSURE
GLOBAL ENVIRONMENTAL PRODUCTS	M3 R3 M4 M4 HSD	<ul style="list-style-type: none"> • ENCLOSED ELEVATOR SYSTEM • STEEL OR MIXED POLYESTER MAIN PICK UP BROOM • ONE (1) 0.072 INCH DIAMETER ORIFICE NOZZLE PER EACH GUTTER BROOM • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES PER EACH SIDE OF THE MAIN PICK UP BROOM • THREE (3) 0.057 INCH DIAMETER ORIFICE NOZZLES IN SPRAY BAR LOCATED BEHIND THE MAIN PICK UP BROOM • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES IN SPRAY BAR LOCATED UNDERNEATH THE CAB • WATER PUMP TO PROVIDE 40 POUNDS PER SQUARE INCH WATER PRESSURE
JOHNSTON	310	<ul style="list-style-type: none"> • FOUR (4) 0.072 INCH DIAMETER ORIFICE NOZZLES LOCATED IN FRONT SPRAY BAR • TWO (2) 0.072 INCH DIAMETER ORIFICE NOZZLES PER EACH GUTTER BROOM • ONE (1) 0.026 INCH DIAMETER ORIFICE NOZZLE LOCATED IN THE FAN SUCTION HOOD • WATER PUMP TO PROVIDE 50 POUNDS PER SQUARE INCH WATER PRESSURE

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
JOHNSTON	3000 MX450 4000 4000 SDS MST 350	<ul style="list-style-type: none"> • ENCLOSED ELEVATOR SYSTEM • STEEL OR MIXED POLYESTER MAIN PICK UP BROOM • ONE (1) 0.072 INCH DIAMETER ORIFICE NOZZLE PER EACH GUTTER BROOM • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES PER EACH SIDE OF THE MAIN PICK UP BROOM • THREE (3) 0.057 INCH DIAMETER ORIFICE NOZZLES IN SPRAY BAR LOCATED BEHIND THE MAIN PICK UP BROOM • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES IN SPRAY BAR LOCATED UNDERNEATH THE CAB • WATER PUMP TO PROVIDE 40 POUNDS PER SQUARE INCH WATER PRESSURE
JOHNSTON	VT605 VT610 VT650 V501 V651 V801	<ul style="list-style-type: none"> • TWO (2) 0.039 INCH DIAMETER ORIFICE NOZZLES PER GUTTER BROOM • THREE (3) 0.042 INCH DIAMETER ORIFICE NOZZLES PER SUCTION BROOM • THREE (3) 0.039 INCH DIAMETER ORIFICE NOZZLES PER SUCTION NOZZLE • MULTI-POSITION SUCTION NOZZLE TWO ARM FACILITY • ONE (1) 0.042 INCH DIAMETER ORIFICE NOZZLE FOR THE IMPELLER FAN • WATER PUMP TO PROVIDE 50 POUNDS PER SQUARE INCH WATER PRESSURE

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Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
JOHNSTON	770 CYCLONE/ RT655	<ul style="list-style-type: none"> • THREE (3) 0.067 INCH DIAMETER ORIFICE NOZZLES FOR GUTTER BROOMS • TWO (2) 0.07 INCH DIAMETER ORIFICE NOZZLES FOR CENTER CURTAIN • FOUR (4) 0.055 INCH DIAMETER ORIFICE NOZZLES FOR FRONT BUMPER • TWO (2) 0.067 INCH DIAMETER ORIFICE NOZZLES FOR FRONT CURB SPRAY • TWO (2) 0.07 INCH DIAMETER ORIFICE NOZZLES ON LEFT AND RIGHT SIDE OF PICK UP HEAD • THREE (3) 0.082 INCH DIAMETER ORIFICE NOZZLES FOR PICK UP HEAD FRONT SIDE • SEVEN (7) 0.079 INCH DIAMETER ORIFICE NOZZLES FOR PICK UP HEAD REAR SIDE • THREE (3) 0.079 INCH DIAMETER ORIFICE NOZZLES FOR WINDROW PATH • TWO (2) 0.045 INCH DIAMETER ORIFICE NOZZLES FOR PICK UP HEAD SUCTION • ONE (1) 0.079 INCH DIAMETER ORIFICE NOZZLE FOR BLOWER FAN OUTLET • PUMP TO PROVIDE 50 POUNDS PER SQUARE INCH WATER PRESSURE
NESCON	X-BROOM	<ul style="list-style-type: none"> • THREE (3) 0.079 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • FIVE (5) 0.079 INCH DIAMETER ORIFICE NOZZLES ACROSS FRONT BUMPER • FIVE (5) 0.050 INCH DIAMETER ORIFICE NOZZLES IN MAIN BROOM HOUSING • WATER PUMP TO PROVIDE 50 POUNDS PER SQUARE INCH WATER PRESSURE
SCHWARZE	EV-1	<ul style="list-style-type: none"> • TWELVE (12) POLYESTER DRY FILTER CARTRIDGES (MAINTAINED TO ENSURE PROPER INTEGRITY) • FILTRATION CLEANED THREE TIMES PER MINUTE • FILTRATION SYSTEM ACTIVE AT ALL TIMES

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
SCHWARZE	EV-2	<ul style="list-style-type: none"> • EIGHT (8) POLYESTER DRY FILTER CARTRIDGES (MAINTAINED TO ENSURE PROPER INTEGRITY) • FILTRATION SYSTEM OPERATED AT ALL TIMES • EACH FILTER CLEANED THREE TIMES PER MINUTE
SCHWARZE	DXR	<ul style="list-style-type: none"> • POLYESTER DRY FILTER CARTRIDGES (MAINTAINED TO ENSURE PROPER INTEGRITY) • FILTRATION SYSTEM ACTIVE AT ALL TIMES • FILTRATION CLEANED FOUR TIMES PER MINUTE AND A HALF
SCHWARZE	A4000/ A4STORM	<ul style="list-style-type: none"> • FOUR (4) 0.036 INCH DIAMETER ORIFICE NOZZLES LOCATED ON THE SWEEPING HEAD • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES INSIDE HOPPER • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • FOUR (4) 0.036 INCH DIAMETER ORIFICE NOZZLES INSIDE HOPPER ON SPRAY BAR • WATER PUMP TO PROVIDE 70 POUNDS PER SQUARE INCH WATER PRESSURE
SCHWARZE	M5000/M6000/ M6 AVALANCHE	<ul style="list-style-type: none"> • FIVE (5) 0.036 INCH DIAMETER ORIFICE NOZZLES ON MAIN BROOM • THREE (3) 0.036 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • WATER PUMP TO PROVIDE 70 POUNDS PER SQUARE INCH WATER PRESSURE

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
SCHWARZE	A 7000/ A7 TORNA DO A7 ZEPHYR A 8000/ A8 TWISTER A 9000/ A9 MONSOON	<ul style="list-style-type: none"> • SAWTOOTH DUST SEPARATION SCREEN, SELF DUMPING DUST SEPARATOR, FAN CENTRIFUGE • FIVE (5) 0.036 INCH DIAMETER ORIFICE NOZZLES LOCATED ON THE SWEEPING HEAD • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES LOCATED ON HEAD INTAKE TUBE • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES IN RIGHT HAND GUTTER BROOM • FOUR (4) 0.036 INCH DIAMETER ORIFICE NOZZLES LOCATED ON HOPPER SPRAY BAR • WATER PUMP TO PROVIDE 70 POUNDS PER SQUARE INCH WATER PRESSURE • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES IN LEFT HAND GUTTER BROOM (REQUIRED IF BOTH GUTTER BROOMS ARE USED)
SCHWARZE	S348-I/ SUPERVAC VORTEX S348-LE/ SUPERVAC GALE FORCE	<ul style="list-style-type: none"> • FOUR (4) 0.036 INCH DIAMETER ORIFICE NOZZLES ON HOPPER SPRAY BAR • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES IN HOPPER • TWO (2) 0.036 INCH DIAMETER ORIFICE NOZZLES ON RIGHT HAND GUTTER BROOM • WATER PUMP TO PROVIDE 70 POUNDS PER SQUARE INCH WATER PRESSURE
STEWART-AMOS	STARFIRE S-4, S-5, AND S-6	<ul style="list-style-type: none"> • FOUR (4) 0.05 INCH DIAMETER ORIFICE NOZZLES CENTRALLY LOCATED BETWEEN THE MAIN BROOM AND THE ELEVATOR • FOUR (4) 0.05 INCH DIAMETER ORIFICE NOZZLES LOCATED BENEATH THE FRONT BUMPER OF THE CHASSIS • TWO (2) 0.05 INCH DIAMETER ORIFICE NOZZLES LOCATED IN FRONT OF EACH GUTTER BROOM • WATER PUMP TO PROVIDE 40 POUNDS PER SQUARE INCH WATER PRESSURE

* In order to ensure compliance with Rule 1186 requirements, all certified equipment must be operated and maintained in accordance with the manufacturer's specifications. End users are responsible for ensuring that the dust control systems are in place for each certified sweeper.

Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (South Coast AQMD)

RULE 1186 CERTIFIED* STREET SWEEPERS AS OF May 2, 2019

THE FOLLOWING IS A LIST OF STREET SWEEPING EQUIPMENT THAT HAS CURRENTLY BEEN CERTIFIED FOR South Coast AQMD RULE 1186. ALL CERTIFIED EQUIPMENT MUST BE OPERATED AND MAINTAINED IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS. FUTURE TESTING MAY QUALIFY ADDITIONAL EQUIPMENT. CALL 1 (800) CUT-SMOG FOR THE CURRENT LIST.



MAKE*	MODEL*	DUST CONTROL SYSTEMS*
PYTHON	S2000	<ul style="list-style-type: none"> • FOUR (4) 0.008 INCH DIAMETER ORIFICE NOZZLES MOUNTED ABOVE AND AHEAD OF A 36 INCH FILL DIAMETER REAR BROOM • WATER LINE WITH 0.02 INCH DIAMETER ORIFICE AND THREE (3) 0.06 DIAMETER OUTLETS ABOVE EACH 42 INCH DIAMETER GUTTER BROOM • PUMP TO PROVIDE 24 POUNDS PER SQUARE INCH WATER PRESSURE DURING OPERATION <p><i>PLEASE NOTE THAT THE GUTTER AND REAR BROOM SIZES ARE DIFFERENT THAN THE STANDARD MODEL</i></p>
PYTHON	S3000	<ul style="list-style-type: none"> • FOUR (4) 0.008 INCH DIAMETER ORIFICE NOZZLES MOUNTED ABOVE AND AHEAD OF REAR BROOM • WATER LINE WITH 0.02 INCH DIAMETER ORIFICE AND THREE (3) 0.06 DIAMETER OUTLETS ABOVE EACH GUTTER BROOM • PUMP TO PROVIDE 24 POUNDS PER SQUARE INCH WATER PRESSURE DURING OPERATION
TENNANT	SENTINEL	<ul style="list-style-type: none"> • GUTTER/MAIN BROOM FULLY ENCLOSED SHROUD SYSTEM • DUAL FAN VACUUM SYSTEM (OPERATED AT ALL TIMES) • SYNTHETIC-SINGED POLYESTER FILTER (MAINTAINED TO ENSURE PROPER INTEGRITY)
TENNANT	830 I/ 830 II	<ul style="list-style-type: none"> • GUTTER/MAIN BROOM FULLY ENCLOSED SHROUD SYSTEM • DUAL FAN VACUUM SYSTEM (OPERATED AT ALL TIMES) • SYNTHETIC-SINGED POLYESTER FILTER (MAINTAINED TO ENSURE PROPER INTEGRITY)

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SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (South Coast AQMD)

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
TYMCO	210 300 350 435	<ul style="list-style-type: none"> • CYCLONIC, MULTIPASS, CENTRIFUGAL SEPARATION • CENTER DEBRIS DEFLECTOR ASSEMBLY PERPENDICULAR TO THE PICK UP HEAD • TWO (2) 0.043 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • ONE (1) 0.063 INCH DIAMETER ORIFICE NOZZLE FOR EACH GUTTER BROOM • ONE (1) 0.063 INCH DIAMETER ORIFICE NOZZLE LOCATED IN THE HOPPER • ONE (1) 0.063 INCH DIAMETER ORIFICE NOZZLE LOCATED IN BLOWER HOUSING • WATER PUMP WITH A MINIMUM SYSTEM RELIEF VALVE SET AT 25 POUNDS PER SQUARE INCH
TYMCO	600 600 BAH FHD 500X	<ul style="list-style-type: none"> • CYCLONIC, MULTIPASS, CENTRIFUGAL SEPARATION • CENTER DEBRIS DEFLECTOR ASSEMBLY PERPENDICULAR TO THE PICK UP HEAD • FRONT DEBRIS DEFLECTOR CURTAIN ASSEMBLY PARALLEL TO THE PICK UP HEAD • LOW EMISSION DUST GUARDS (ONLY APPLICABLE TO CABOVER TRUCKS) • THREE (3) 0.063 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • TWO (2) 0.043 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • ONE (1) 0.093 INCH DIAMETER ORIFICE NOZZLE LOCATED IN THE HOPPER • ONE (1) 0.093 INCH DIAMETER ORIFICE NOZZLE LOCATED IN BLOWER HOUSING • TWO (2) [MINIMUM] HOPPER BAFFLE CURTAINS • WATER PUMP WITH A MINIMUM SYSTEM RELIEF VALVE SET AT 25 POUNDS PER SQUARE INCH

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Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (South Coast AQMD)

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
TYMCO	DST - 4	<ul style="list-style-type: none"> • CYCLONIC, MULTIPASS, CENTRIFUGAL SEPARATION • SELF CONTAINED MULTIPLE FILTRATION SYSTEM UTILIZING PTFE MEMBRANE FILTERS • TWO (2) 0.043 INCH DIAMETER ORIFICE NOZZLES FOR EACH 32 INCH DIAMETER GUTTER BROOM • ONE (1) 0.063 INCH DIAMETER ORIFICE NOZZLES FOR EACH 32 INCH DIAMETER GUTTER BROOM • ONE (1) 0.063 INCH DIAMETER ORIFICE NOZZLE LOCATED IN THE HOPPER • WATER PUMP WITH A MINIMUM SYSTEM RELIEF VALVE SET AT 25 POUNDS PER SQUARE INCH
TYMCO	DST - 6	<ul style="list-style-type: none"> • CYCLONIC, MULTIPASS, CENTRIFUGAL SEPARATION • SELF CONTAINED MULTIPLE FILTRATION SYSTEM UTILIZING PTFE MEMBRANE FILTERS • THREE (3) 0.063 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • TWO (2) 0.043 INCH DIAMETER ORIFICE NOZZLES FOR EACH GUTTER BROOM • ONE (1) 0.094 INCH DIAMETER ORIFICE NOZZLE LOCATED IN THE HOPPER • TWO (2) [MINIMUM] HOPPER BAFFLE CURTAINS • WATER PUMP WITH A MINIMUM SYSTEM RELIEF VALVE SET AT 25 POUNDS PER SQUARE INCH

* In order to ensure compliance with Rule 1186 requirements, all certified equipment must be operated and maintained in accordance with the manufacturer's specifications. End users are responsible for ensuring that the dust control systems are in place for each certified sweeper.

Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (South Coast AQMD)

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
VACALL	VS10/10D, VF10 VS13/13D, VF13 VS14/14D, VF14 VS16/16D, VF16 VS20/20D, VF20	<ul style="list-style-type: none"> • FOUR (4) 0.062 INCH DIAMETER ORIFICE NOZZLES LOCATED IN FRONT OF EACH 36 INCH GUTTER BROOM • FOUR (4) 0.062 INCH DIAMETER ORIFICE NOZZLES LOCATED IN FRONT OF THE TRANSFER BROOM • TEN (10) 0.125 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE THE PICK UP HEAD • SIX (6) 0.181 INCH DIAMETER ORIFICE NOZZLES LOCATED INSIDE THE SCRUBBER COLLAR OF THE PICK UP HEAD • 48 INCH POWER VACUUM NOZZLE • MINIMUM 300 GALLON GRAVITY FEED WATER SUPPLY SYSTEM WITH WATER CONTINUOUSLY • SUPPLIED TO ALL NOZZLES • LOW VELOCITY DUST COLLECTION AIR CHAMBER • MINIMUM OF SIX (6) EXPANDED METAL SCREENS
WAYNE SWEEPERS* (*acquired by Curbtender)	CENTURION	<ul style="list-style-type: none"> • SEVEN (7) 0.0925 INCH DIAMETER ORIFICE NOZZLES ON SPRAY BAR UNDERNEATH THE CAB • TWO (2) 0.0925 INCH DIAMETER ORIFICE NOZZLES PER GUTTER BROOM • (GUTTER BROOMS CAN BE OPERATED WITHOUT WATER SPRAYS IF FULLY ENCLOSED SHROUD SYSTEM IS UTILIZED AND MAINTAINED PER THE MANUFACTURERS SPECIFICATIONS) • THREE (3) 0.0925 INCH DIAMETER ORIFICE NOZZLES ON SPRAY BAR ABOVE CONVEYOR • 300 GALLON WATER TANK • WATER PUMP TO PROVIDE MINIMUM OF SEVEN GALLONS PER MINUTE

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SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (South Coast AQMD)

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MAKE*	MODEL*	DUST CONTROL SYSTEMS*
WAYNE SWEEPERS (*acquired by Curbtender)	GLADIATOR	<ul style="list-style-type: none"> • THREE (3) 0.0925 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • SIX (6) 0.0925 INCH DIAMETER ORIFICE NOZZLES ACROSS FRONT BUMPER • FOUR (4) 0.0925 INCH DIAMETER ORIFICE NOZZLES AT THE REAR BROOM • WATER PUMP TO PROVIDE 60 POUNDS PER SQUARE INCH WATER PRESSURE
WAYNE SWEEPERS (*acquired by Curbtender)	WARRIOR	<ul style="list-style-type: none"> • THREE (3) 0.0925 INCH DIAMETER ORIFICE NOZZLES LOCATED AT EACH SIDE BROOM • SIX (6) 0.0925 INCH DIAMETER ORIFICE NOZZLES ACROSS FRONT BUMPER • WATER PUMP TO PROVIDE 60 POUNDS PER SQUARE INCH WATER PRESSURE

* In order to ensure compliance with Rule 1186 requirements, all certified equipment must be operated and maintained in accordance with the manufacturer's specifications. End users are responsible for ensuring that the dust control systems are in place for each certified sweeper.

Note: The make and model of the sweeper must have the dust control system(s) specified above to be in compliance. (Standard or older models may not have all the systems). Please contact the manufacturer if you would like to ensure that your sweeper(s) are Rule 1186 compliant.

May 19, 2017

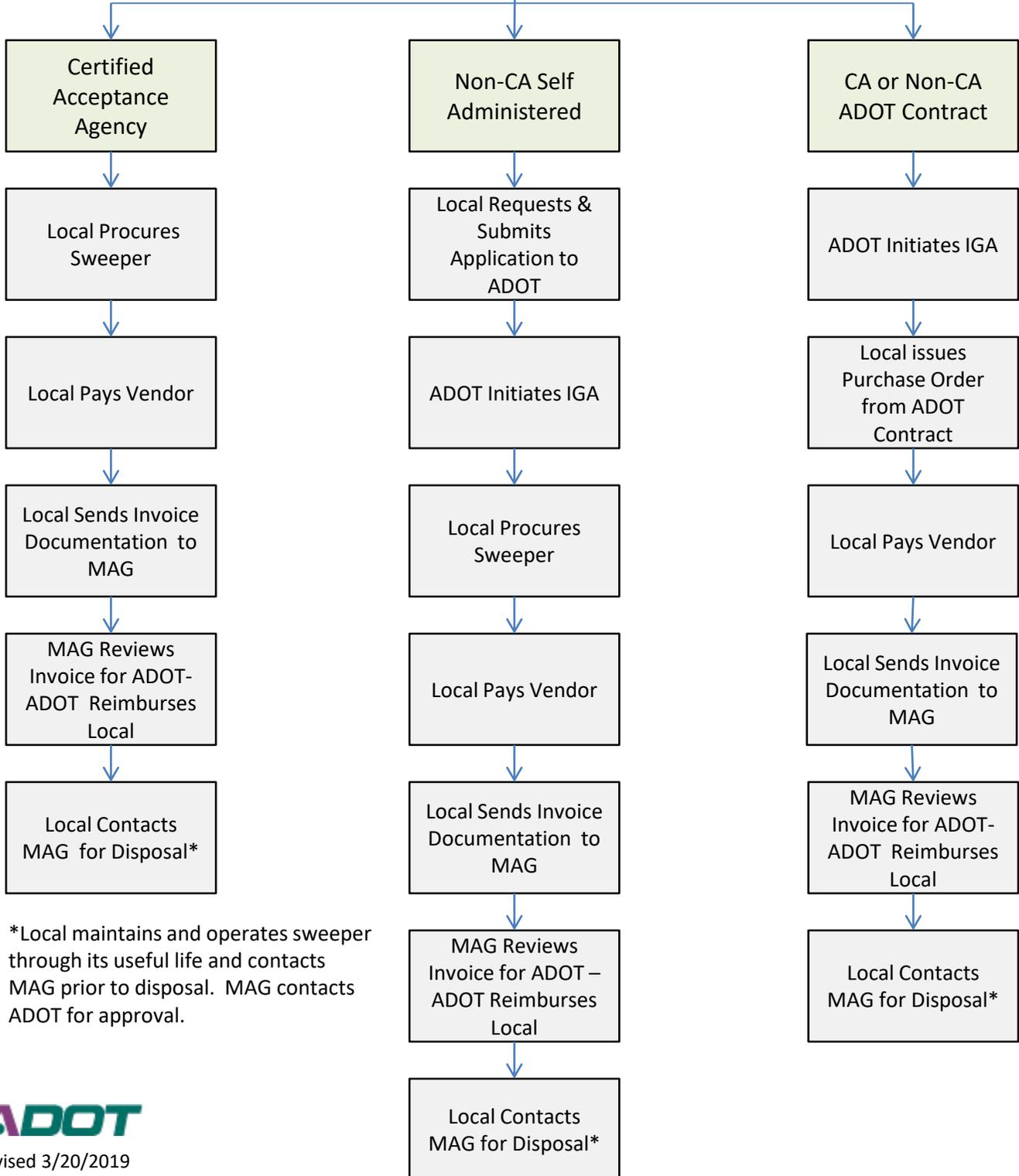
**EXAMPLES OF ADDITIONAL STREET SWEEPER EQUIPMENT
NOT ELIGIBLE FOR REIMBURSEMENT**

1. Automatic lubrication system
(Autolube, grease jockey system)
2. Hopper access step
3. Hydrant hopper wash down system
4. Conveyer flush kit with hydrant
5. 1000 pounds per square inch (PSI) wand
6. Dual HiBack air-suspended seats
7. Hand hose
8. Hopper sound suppression
9. Right hand steer chassis upcharge
10. Air horn (reimbursable when
conventional electric horn is not
included)
11. AM/FM radio; CD
12. Training
13. Magnet bar
14. Stainless steel hopper
15. Sweeper, truck and wheel yellow paint
16. Additional roof-mounted air
conditioner
17. Holder rear mount for five-gallon pail
18. Cigarette lighter with 12v
19. Foam filled tire
20. Window tinting
21. Move exhaust port to left side of vehicle
22. John Deere auxiliary engine - Tier iT4

MAG Conducts PM 10 Street Sweeper Call for Applications

Procure Method

**NTP Letter Will Be Sent from MAG Notifying Local of Federal Authorization.
Do Not Advertise Prior to NTP Letter**



*Local maintains and operates sweeper through its useful life and contacts MAG prior to disposal. MAG contacts ADOT for approval.





MEMORANDUM

TO: PM 10 Street Sweepers Program Awardees

FROM: Lisa Pounds, Local Public Agency Manager

CC: Patrick Stone, Federal Aid Administrator

DATE: Tuesday June 11, 2019

RE: Interim Process for Disposition of Street Sweepers acquired with federal funds under FIN-11.08 Federal Property Management Standards Policy

This memorandum serves as notice to recipients and subrecipients of federal funds through a pass-through entity that acquire, in whole or in part, with federal funds or whose costs are charged to a project supported by a federal grant, of a change in procedure for the disposition of street sweepers owned by subrecipients. Due to administrative changes in the PM 10 Street Sweeper Program, ADOT Policy FIN-11.08 Federal Property Management Standards (attached) is in the process of being updated. In the interim, ADOT is requesting that subrecipients no longer forward funds resulting from the trade-in or sale without replacement of sweepers to the entity from which it received funds for the original purchase. Instead, the funds will need to be forwarded to ADOT. ADOT's Financial Management Services division will make adjustments to the current or future year distribution from the federal awarding agency.

Should you have any questions regarding this change in procedure, you may contact me at LPounds@azdot.gov or 602-712-8088.

Sincerely,

Lisa Pounds

Local Public Agency Manager



ARIZONA DEPARTMENT OF TRANSPORTATION POLICIES AND PROCEDURES

FIN-11.08 FEDERAL PROPERTY MANAGEMENT STANDARDS

Effective: October 18, 2010
Supersedes: FIN-11.08 (1/28/2010)
Responsible Office: Fixed Assets
Phone: (602) 712-8028

Review: October 18, 2012
Transmittal: 2010 - October
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8.01 PURPOSE

To establish uniform standards governing the use and disposition of property acquired, in whole or in part, with federal funds or whose cost was charged to a project supported by a federal grant.

8.02 SCOPE

This policy applies to all recipients or subrecipients of federal funds through a pass-through entity. The policy is limited to those items whose acquisition cost is at least \$5,000 per unit.

8.03 DEFINITIONS

Acquisition Cost	Net invoice unit price of the property including the cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the property usable for the purpose for which it was acquired. Other charges, such as the cost of installation, transportation, taxes, professional services, duty, or protective in-transit insurance can be included or excluded from the cost in accordance with generally accepted accounting principles.
Common Rule	<u>49 CFR 18</u> , Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, the federal regulation which governs all grants subject to this policy.
Federal Awarding Agency	Agency of the federal government that awards the grants. These agencies include, but are not limited to: A. United States Department of Transportation (DOT) 1. Federal Highway Administration (FHWA) 2. Federal Transit Authority (FTA) 3. Federal Aviation Administration (FAA) 4. Federal Motor Carrier Safety Administration (FMCSA) 5. National Highway Transportation Safety Administration (NHTSA) 6. Federal Railroad Administration (FRA) B. United States Department of the Interior (DOI) 1. Bureau of Indian Affairs (BIA) 2. Bureau of Land Management (BLM)

FIN-11.08 FEDERAL PROPERTY MANAGEMENT STANDARDS

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Supersedes: FIN-11.08 (1/28/10)

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Grant	A sum of money given by one governmental entity to some other entity for the purpose of achieving some goal or supporting some program.
Pass-through Entity	A non-federal entity that provides a federal grant to a subrecipient to carry out a federal program.
Personal Property	Property which is non-financial in nature, which has a useful life of at least one year, and which is used in operations, except real property. Personal property is further classified as one of the following: A. Tangible—having physical existence. B. Intangible—having no physical existence, such as patents, software, inventions, and copyrights.
Real Property	Land, Buildings, Improvements, and related property rights, which are used in operations.
Recipient	A non-federal entity, such as ADOT, that expends federal awards received directly from a federal awarding agency to carry out a federal program.
Subrecipient	A non-federal entity that expends funds from a federal grant received from a pass-through entity to carry out a federal program. Examples would be Pima Association of Governments (PAG), Maricopa Association of Governments (MAG), as well as cities and towns, Metropolitan Planning Organizations (MPO's), and Councils of Government (COG's). An entity that receives funding from a subrecipient is also a subrecipient. (Note: The terms and conditions of the federal award are carried forward from the recipient to the subrecipient.)

8.04 PROCEDURES FOR ALL FEDERALLY-FUNDED PERSONAL PROPERTY

- A. When statutory authority exists, title to property purchased in whole or part with federal funds shall be vested in the recipient or subrecipient upon acquisition. The recipient or subrecipient is, however, responsible for adherence to any applicable federal program compliance requirements (49 CFR 18 Section 32).
- B. Use of Personal Property—federally-funded personal property may be used under the following conditions:
 - 1. Property shall be used by the recipient or subrecipient in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by federal funds.
 - 2. When no longer needed for the original program or project, the property may be used in other activities currently or previously supported by a federal agency.
 - 3. The recipient or subrecipient shall make property available for use on other projects or programs currently or previously supported by the federal government, providing such use will not interfere with the work on the projects or programs for which it was originally acquired.

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4. The recipient or subrecipient shall not use property acquired with grant funds to compete unfairly with private companies that provide equivalent services, unless specifically permitted or contemplated by federal statute.
 5. When acquiring replacement property, the recipient or subrecipient may use the property to be replaced as a trade-in or sell the property and use the proceeds to offset the cost of the replacement property, subject to the approval of the awarding agency, as well as ADOT.

(Note: The federal awarding agency may be entitled to a share of the trade-in amount. Sections 8.04.1.1 and 8.04.1.2 show how this amount is calculated.)
 6. For ADOT-owned property, any such transactions are subject to the rules for disposal of ADOT property described in ADOT Policy FIN-11.02, 'Control and Inventory of ADOT Property.'
- C. Property obtained under a federal grant may be titled to, be in the physical custody of, and be carried on the financial statements of, a recipient or subrecipient. However, from the perspective of the federal awarding agency, ADOT is the agency to whom the federal agency has granted funds; as such, the federal awarding agency expects ADOT to ensure that federal regulations are followed.
- D. Federal regulations permit states to impose their own requirements on their subrecipients. The State of Arizona does have more strict requirements, which apply to ADOT's subrecipients, as they apply to ADOT. Therefore, transactions, as described herein, may be subject to approval by ADOT.
- E. In the normal course of business, ADOT may grant funds to a subrecipient (e.g. Maricopa Association of Governments, or MAG), which in turn grants them to its own subrecipient (e.g. a city or town). When this additional granting occurs, ADOT expects that ADOT's subrecipient will ensure compliance with all federal and state requirements, and further expects that ADOT's subrecipient (MAG, in this example) will handle all communications with its subrecipient, including, but not limited to:
1. The gathering of information to complete the annual inventory, as described in Section 8.06 of this policy, 'Inventorying Federally-Funded Property Owned by Subrecipients.'
 2. All rules governing the disposition of federally-funded property, as described in Section 8.07 of this policy, 'Disposition of Federally-Funded Property Owned by Subrecipients.'
- F. All federally-funded property, regardless of whether title is held by ADOT or by a subrecipient, is subject to the provisions of 49 CFR 18, also known as the Common Rule.
- G. Property management requirements for federally-funded personal property include:
1. Maintain property records that contain:
 - a. description of property
 - b. vendor
 - c. model
 - d. manufacturer
 - e. serial number

FIN-11.08 FEDERAL PROPERTY MANAGEMENT STANDARDS

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- f. name of title holder
 - g. acquisition date
 - h. cost of property
 - i. accumulated depreciation
 - j. net book value
 - k. federal awarding agency
 - l. percentage of federal participation
 - m. percentage of recipient or subrecipient participation
 - n. location, use, and condition of property
 - o. date of disposal and sale price or trade-in value
 - p. contact person, with phone number
2. An annual physical inventory, which includes a report of all assets purchased in whole, or in part, with funds from the federal awarding agency when required by that agency. For property owned by ADOT, the inventory must reconcile to the financial statements as of the end of ADOT's fiscal year (June 30). Guidelines for inventorying property owned by subrecipients are discussed in Section 8.06, 'Inventorying Federally-Funded Property Owned by Subrecipients.' In either case, the inventory is to be submitted to the federal awarding agency by October 31.
 3. A control system to prevent loss, damage, or theft.
 4. Adequate maintenance procedures.
 5. Sales procedures (if authorized or required to sell property) which ensure the highest possible return.
- H. Disposition of Personal Property—When original or replacement equipment is no longer needed for the original program or project, or for other activities currently or previously supported by a federal agency, the property may be sold, with the federal awarding agency having the right to a share of the proceeds. Examples of how this share is calculated are shown in Sections 8.04.I.1 and 8.04.I.2 of this policy.
- I. Federal Awarding Agency's Share of Sale Proceeds: When a recipient or subrecipient sells, by any means (e.g. trade-in, auction, etc.), property purchased with federal funds, the federal awarding agency is entitled to a share of the proceeds, calculated using one of the following methods:
1. The federal awarding agency has the right to a calculated amount:

Current market value Or proceeds from sale (including trade-in)	X	Awarding agency's share (federal participation %) of the equipment
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If the grant agreement calls for the recipient or subrecipient to fund a percentage of the purchase price, that purchase price is calculated net of the trade-in amount, regardless of how much, if any, of the trade-in amount the federal awarding agency is entitled to.

Example: The following facts are assumed:

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- Purchase price of replacement property—\$200,000
- Trade-in allowance provided by vendor—\$20,000
- Net invoice price—\$180,000
- Percent of new property to be funded by subrecipient—20%
- Percent of traded-in property which was funded by federal awarding agency—85%

In this example:

- Amount of trade-in allowance to federal awarding agency—\$17,000 ($\$20,000 \times 85\%$ federal share on traded-in property)
- Amount of trade-in allowance to subrecipient—\$3,000 ($\$20,000$ less $\$17,000$)
- Amount of purchase of new property funded by subrecipient—\$36,000 ($\$180,000 \times 20\%$ local share)
- Amount of cash outlay by recipient or subrecipient—\$33,000 ($\$36,000$ less $\$3,000$)

2. Should the property include an attachment not eligible for federal participation, the trade-in allowance will be pro-rated between the original purchase and the attachment based on their relative costs. It is the responsibility of the recipient or subrecipient to provide documentation of these costs.

Example: The following facts are assumed:

- Purchase price of replacement property—\$200,000
- Trade-in allowance provided by vendor—\$20,000
- Net invoice price—\$180,000
- Percent of new property to be funded by subrecipient—20%
- Purchase price of federally-funded traded-in property—\$90,000
- Purchase price of subrecipient-funded attachment, not eligible for federal participation—\$10,000
- Total cost of traded-in property—\$100,000
- Percent of traded-in property allocated to subrecipient-funded attachment—10% ($\$10,000 / \$100,000$)
- Percent of traded-in property which was funded by federal awarding agency (before accounting for attachment)—85%

In this example:

- Amount of trade-in allowance directly allocated to subrecipient—\$2,000 ($\$20,000 \times 10\%$ not eligible for federal participation)
- Amount of trade-in allowance allocated to original purchase—\$18,000 ($\$20,000$ less $\$2,000$)
- Amount of remaining trade-in allowance to federal awarding agency—\$15,300 ($\$18,000 \times 85\%$ federal share on traded-in property)
- Amount of regaining trade-in allowance to subrecipient—\$2,700 ($\$18,000$ less $\$15,300$)
- Total trade-in allowance to subrecipient—\$4,700 ($\$2,000$ plus $\$2,700$)

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- Amount of purchase of new property funded by subrecipient—\$36,000 (\$180,000*20% local participation on new property)
- Amount of cash outlay by subrecipient—\$31,300 (\$36,000 less \$4,700)

3. If appropriate disposition action is not taken by the recipient/subrecipient of the equipment, the federal awarding agency may direct the action to be taken.

J. Salvage Credits—Any proceeds received from the sale of salvage or scrap material are to be credited to the project to which the material was originally charged, or to a similar project.

8.05 PROCEDURES FOR ALL FEDERALLY-FUNDED REAL PROPERTY

A. Title to real property under a grant will vest, upon acquisition, in the recipient or subrecipient, as applicable. The recipient or subrecipient is, however, responsible for adherence to any applicable federal program compliance requirements under the Code of Federal Regulations (CFR) 49 CFR 18 Section 31.

B. Real property will be used for the originally-authorized purposes for as long as is needed for those purposes, and the recipient or subrecipient shall not dispose of or encumber its title or other interests.

C. When real property is no longer needed for the originally-authorized purpose, the subrecipient will notify ADOT, in writing, of its intentions regarding the property. One of the following options is to be selected:

1. Retention of title, after compensating the awarding agency an amount computed by multiplying the awarding agency's percentage of participation by the fair market value of the property. If real property acquired with federal funds is disposed of and replaced with real property under the same program, the net proceeds from the disposition may be used as an offset to the cost of the replacement property.
2. Sale of property, with the awarding agency being compensated in an amount equal to the awarding agency's percentage of participation by the sales price, after reducing said price by actual and reasonable selling and fix-up expenses. Procedures shall be in place to provide for as competitive a sales process as practicable, with the intent of realizing the highest possible return.

(Note: Examples of how to calculate the federal awarding agency's share of the sales proceeds are found in Sections 8.04.I.1 and 8.04.I.2 of this policy.)

3. Transfer of title to the awarding agency, with the recipient or subrecipient being compensated in an amount calculated by multiplying the recipient's or subrecipient's percentage of participation by the fair market value of the property.

8.06 INVENTORYING FEDERALLY-FUNDED PROPERTY OWNED BY SUBRECIPIENTS

When required by the federal awarding agency, an annual inventory is submitted of all assets purchased, in whole or in part, with federal funds, regardless of whether or not the property is in ADOT's physical custody or is carried on ADOT's financial statements. For property owned either by ADOT's subrecipients (e.g. MAG), or a subrecipient's subrecipients (e.g. a city or town), the following rules must be followed.

A. The inventory from all subrecipients must include all information described in 8.04.G.1 of this policy.

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- B. The inventory must reconcile to the financial statements as of the end of the entity's fiscal year (generally June 30).
- C. The inventory must be submitted by ADOT's subrecipient (e.g. MAG) to the ADOT Fixed Assets Manager by October 31.

8.07 DISPOSITION OF FEDERALLY-FUNDED PROPERTY OWNED BY SUBRECIPIENTS

- A. When federally-funded property is removed from service, voluntarily or otherwise, all parties involved must adhere to both federal and State of Arizona requirements. While federal requirements apply primarily to capital assets, those assets costing at least \$5,000 per unit, the State of Arizona has more strict requirements, both in terms of the processes to be followed and the fact that the State's requirements apply to all property, not just property costing at least \$5,000 per unit.
- B. No property is to be transferred to another entity, removed from the physical custody of the subrecipient, or deleted from the subrecipient's financial records without written approval from the ADOT Fixed Assets Manager. This approval will be communicated through ADOT's subrecipient (e.g. MAG).
- C. When property has been disposed of, it is the responsibility of the subrecipient to make sure the property is not included in the next inventory forwarded to ADOT, as described in Section 8.06 of this policy.
- D. When the subrecipient has received its funding from ADOT's subrecipient (e.g. a city receiving funding from MAG), the flow of communication, and any required documentation, is as follows. All of this communication must be in writing.
 - 1. The subrecipient (e.g. city) will inform MAG.
 - 2. MAG will inform the ADOT Fixed Assets Manager.
 - 3. The ADOT Fixed Assets Manager will inform MAG of the approval and of any additional required steps.
 - 4. MAG will inform the subrecipient (e.g. city).
- E. The following are requirements which are unique to the various categories of disposition:
 - 1. **MISSING/STOLEN**—The subrecipient must obtain a police report from a local law enforcement agency.
 - 2. **ACCIDENTAL DESTRUCTION**—The subrecipient must provide details about the destroyed property.
 - 3. **DONATION**—Approval of both the federal awarding agency and ADOT are required prior to any donation.
 - 4. **SURPLUS**—When property obtained under a federal grant is no longer needed for the purpose for which it was obtained, the property may be used in other activities currently or previously supported by a federal agency. When the subrecipient has determined that no such use is available, the property may be removed from service ('surplused'). Approval of both the federal awarding agency and ADOT are required.
 - 5. **CANNIBALIZATION/ON-SITE DESTRUCTION**—When it is determined that federally-funded property has value as a component of other property ('cannibalization') or if it is

determined that the most effective way to dispose of such property is to destroy it on-site, an email, letter, or memorandum must be submitted and forwarded to the ADOT Fixed Assets Manager. This email, letter, or memorandum must contain the property's description, pictures of the property, and the reason for the request.

6. **TRADE-IN/SELLING WITH REPLACEMENT**—Trading in federally-funded property as partial payment on replacement property, or selling, may be done with approval of both the federal awarding agency and ADOT. The subrecipient must send an email, letter, or memorandum; this email or memorandum must include a complete description of the item(s) to be traded, a complete description of the item(s) to be purchased, a copy of the vendor quote which specifies price, trade-in amount, and net cost, and the reason for the request. No purchase order should be placed for replacement equipment without affirmative approval of the ADOT Fixed Assets Manager. For selling, the subrecipient must prepare an email, letter, or memorandum including the same information as for a trade-in, except that the manner of the sale is to be specified. The federal awarding agency is entitled to a share of the proceeds per the examples shown in Sections 8.04.I.1 and 8.04.I.2 of this policy, as applicable.

7. **TRADE-IN/SELLING WITHOUT REPLACEMENT**—If a subrecipient wants to sell federally-funded property without intending to obtain replacement within the next funding cycle, the subrecipient may do so. However, the federal awarding agency is still entitled to its share of the proceeds, per the examples shown in Sections 8.04.I.1 and 8.04.I.2 of this policy, as applicable. The forwarding of this share is administered using either of the following methods:

- a. The subrecipient forwards the funds to the entity from which it received funds for the original purchase. If a city or town is selling the property, the funds would be forwarded to the subrecipient (in this example, MAG, although it would apply equally to any subrecipient). In this example, or if MAG sells the property, MAG will account for the funds internally and make adjustments to the current or future year distribution from the federal awarding agency.
- b. The subrecipient notifies the entity from which it received funds for the original purchase (again, either MAG or ADOT, as applicable). Both the subrecipient and (in this example) MAG will track the funds, with the intent of properly applying the funds to a purchase of replacement property made at some future date.

F. **SALVAGE CREDITS**—If any proceeds are received from the sale of salvage or scrap material, the federal awarding agency is entitled to a share of these proceeds, as calculated in the examples shown in Sections 8.04.I.1 and 8.04.I.2 of this policy.

8.08 SUPPLIES

Title to supplies acquired under a grant will vest, upon acquisition, in the recipient or subrecipient as applicable. If, after termination or completion of the award, there is a residual inventory of unused supplies whose fair market value exceeds \$5,000, and if the supplies are not needed for any other federally-sponsored programs or projects, the recipient or subrecipient shall compensate the awarding agency for its share.

8.09 COPYRIGHTS

The awarding agency reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal government purposes:

- A. The copyright in any work, such as a book, publication, or other copyrightable material developed under a grant, or contract under a grant.
- B. Any rights of copyright to which a recipient, subrecipient, or a contractor purchases ownership with grant support.

8.10 PATENTS

The inventor of a patentable invention developed under a federally-funded grant retains rights to the invention. All contracts initiated by any pass-through entity or subrecipient must include the following clause, suitably modified to identify the parties, 'The subrecipient or contractor will retain all rights provided for the State in this clause, and the State will not, as part of the consideration for awarding the subrecipient or contract, obtain rights in the subrecipient's or contractor's subject inventions (37 CFR Part 401).

8.11 CONTACT INFORMATION

The ADOT Fixed Assets unit may be contacted at:

206 S. 17th Avenue, Mail Drop 203B
Phoenix, AZ 85007
(602) 712-8028 (manager)
(602) 712-6592
Email: Fixedassets@azdot.gov

8.12 CORRESPONDING POLICIES

FIN-11.02 Control and Inventory of ADOT Property

8.13 CORRESPONDING FEDERAL REGULATIONS

37 CFR 401 Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements.

49 CFR 18 Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (also known as the Common Rule).