



AMERICAN RESCUE PLAN ACT (ARPA) LOCAL RECOVERY FUNDS REQUEST FOR FUNDING

INTERNAL LEWIS COUNTY ONLY

If you have questions or need assistance, please contact:

Becky Butler, Budget Administrator at becky.butler@lewiscountywa.gov or 360-740-1198 or

Erik Martin, County Manager at erik.martin@lewiscountywa.gov or 360-740-2697

Email completed form to the Budget Department
becky.butler@lewiscountywa.gov



Funding Request - American Rescue Plan Act (ARPA) Local Recovery Funds

The ARP Act provides that payments from the Fund may only be used to cover the following:

1. Respond to the COVID-19 public health emergency or its negative economic impacts;
Respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
2. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID–19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
3. To make necessary investments in water, sewer, or broadband infrastructure.

Funding request will be evaluated on the following criteria:

- Statement of the Problem/Description of the Issue
- Project Design and Implementation
- Plan for Collecting the Data (if required for reporting)
- Budget

Other review criteria may include geographic diversity, strategic priorities, available funding, past performance, and explanation of project costs that are reasonable, necessary, and otherwise allowable under the American Rescue Plan Act Section 9901.

Please contact Becky Butler, Budget Administrator, with questions [or to email your completed application along with supporting documentation] at becky.butler@lewiscountywa.gov or 360-740-1198. Funding request will be reviewed and monies distributed as they are received.

Lewis County, American Rescue Plan Act (ARPA) Local Recovery Funds

Funding Request Technical Guidelines, Recommendations, and Checklist

When ARPA funding requests are received by the Budget Department and County Manager, they will undergo a preliminary technical screening to ensure that all needed documents are included and filled out correctly.

This review is not a policy or approval review. Funding request that pass this initial screening are forwarded to the Board of County Commissioners (BOCC) for final funding evaluation and approval.

Funding requests that do not pass this initial technical screening are immediately notified via return email, along with a list of what needs to be corrected or included. To help ensure that your request passes the initial screening and is expedited to the BOCC, please use the following checklist as a guideline:

- ☐ Are all questions on your funding request form completed? If additional space is needed, please feel free to add more pages. The more descriptive and detailed you can be in supporting your request, the better.
- ☐ Is your application form signed by your office or department authorized representative?
- ☐ Have you completed the [Excel] eligible categories funding worksheet?
- ☐ Does your worksheet total equal the total amount requested on your request form?
- ☐ For projected / estimated / future costs, have you included copies of bids, quotes, contracts, or other written estimates? Do they total to the same amounts as displayed on your funding worksheet? For ease of review include a summary of these documents.
- ☐ Have you included sales (or other) taxes, cost of permits, staffing and employer benefits, cost of engineering, costs for installation, costs for electrical, or other costs as appropriate?
- ☐ If your application includes Technology or Facility Acquisition / Redesign costs, full documentation of all requested costs must be included along with eligibility justification as outlined in the U.S. Treasury Final Rule. <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Section One: Overview

Name and Title of Elected, Director or Administrator: Chief Chris Sweet

Office or Department Name: Lewis County Sheriff's Office

Amount Requested: \$ 149,145.00

Has your office/department received CARES or other COVID relief funding from outside of the County?

☒ No ☐ Yes

Amount \$ NA

Request Categories [Check All That Apply]

For additional definitions related to the categories below see U.S. Treasury Interim Final Rule pages 3-21.

<https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>

1: Public Health		3: Services to Disproportionately Impacted Communities		5.11 Drinking water: Transmission & Distribution	
1.1 COVID-19 Vaccination ^		3.1 Education Assistance: Early Learning* ^		5.12 Drinking water: Transmission & Distribution: Lead Remediation	
1.2 COVID-19 Testing ^		3.2 Education Assistance: Aid to High-Poverty Districts ^		5.13 Drinking water: Source	
1.3 COVID-19 Contact Tracing		3.3 Education Assistance: Academic Services* ^		5.14 Drinking water: Storage	
1.4 Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*	☒	3.4 Education Assistance: Social, Emotional, and Mental Health Services* ^		5.15 Drinking water: Other water infrastructure	
1.5 Personal Protective Equipment		3.5 Education Assistance: Other* ^		5.16 Broadband: "Last Mile" projects	
1.6 Medical Expenses (including Alternative Care Facilities)		3.6 Healthy Childhood Environments: Child Care* ^		5.17 Broadband: Other projects	
1.7 Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		3.7 Healthy Childhood Environments: Home Visiting* ^		7: Administrative	
1.8 Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		3.8 Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^		7.1 Administrative Expenses	
1.9 Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		3.9 Healthy Childhood Environments: Other* ^		7.2 Evaluation and Data Analysis	

1.10 Mental Health Services*		3.10 Housing Support: Affordable Housing* ^		7.3 Transfers to Other Units of Government	
1.11 Substance Use Services*		3.11 Housing Support: Services for Unhoused Persons* ^		7.4 Transfers to Non-entitlement Units (States and territories only)	
1.12 Other Public Health Services		3.12 Housing Support: Other Housing Assistance* ^			
2: Negative Economic Impacts		3.13 Social Determinants of Health: Other* ^		6: Revenue Replacement	
2.1 Household Assistance: Food Programs* ^		3.14 Social Determinants of Health: Community Health Workers or Benefits Navigators* ^		6.1 Provision of Government Services	
2.2 Household Assistance: Rent, Mortgage, and Utility Aid* ^		3.15 Social Determinants of Health: Lead Remediation ^		5.8 Clean Water: Water Conservation	
2.3 Household Assistance: Cash Transfers* ^		3.16 Social Determinants of Health: Community Violence Interventions* ^		5.9 Clean Water: Nonpoint Source	
2.4 Household Assistance: Internet Access Programs* ^		4: Premium Pay		5.10 Drinking water: Treatment	
2.5 Household Assistance: Eviction Prevention* ^		4.1 Public Sector Employees			
2.6 Unemployment Benefits or Cash Assistance to Unemployed Workers*		4.2 Private Sector: Grants to Other Employers			
2.7 Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)* ^		5: Infrastructure			
2.8 Contributions to UI Trust Funds		5.1 Clean Water: Centralized Wastewater Treatment			
2.9 Small Business Economic Assistance (General)* ^		5.2 Clean Water: Centralized Wastewater Collection and Conveyance			
2.10 Aid to Nonprofit Organizations*		5.3 Clean Water: Decentralized Wastewater			
2.11 Aid to Tourism, Travel, or Hospitality		5.4 Clean Water: Combined Sewer Overflows			
2.12 Aid to Other Impacted Industries		5.5 Clean Water: Other Sewer Infrastructure			
2.13 Other Economic Support* ^		5.6 Clean Water: Stormwater			
2.14 Rehiring Public Sector Staff		5.7 Clean Water: Energy Conservation			

*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions.

^Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities.

Definitions for water and sewer Expenditure Categories can be found in the EPA's handbooks.

For "clean water" expenditure category definitions, please see: <https://www.epa.gov/sites/production/files/2018-03/documents/cwdefinitions.pdf>. For "drinking water" expenditure category definitions, please see: <https://www.epa.gov/dwsrf/drinking-water-staterevolving-fund-national-information-management-system-reports>.

Brief justification statement, including priority of costs for potential funding [Attach Additional Pages as Needed]

As part of our continued attempts in COVID mitigation within the Lewis County Sheriff's Office Jail, we are asking for the following funding assistance:

(3) - R-Zero's ARC UV-C Light touchless disinfection units: Cost **\$105,000.00** (\$35,000 per unit). UV-C is considered the gold standard of disinfection, endorsed by the CDC, and FDA. R-Zero's UV-C unit will effectively destroy living pathogens, wherever the light source touches, in large areas without the use of an employee being exposed to potential biohazards. Manual disinfection is labor-intensive, error prone, and only covers surfaces while using dangerous chemicals. Currently the disinfecting process within the LCSO Jail takes no less than two hours for full decontamination per housing pod. The R-Zero UV-C will drastically decrease decontamination wait time per housing pod to 15-30 minutes depending on the square footage area. That equates to a 75% reduction in jail staff/facilities staff cleaning time. The use of UV-C in congregate housing units will kill 99.99% pathogens by just simply turning it on and leaving it in the housing unit, drastically lower employee time/cost, reduce PPE costs, reduce cleaning agent costs, and most importantly eliminates employee exposure to potential hazardous pathogens.

(1) – Unit Innovations Premises Enterprise System (PES): **\$28,425.00**. PES is a premise encrypted congregate housing/restrictive housing cell check electronic microchip system. Currently, LCSO Jail staff performs manual and physical checks throughout the entire jail all day and night, every hour 24/7. This includes our COVID quarantine units, general population units, single cell units, and medical observation units. PES is a cell management system that provides immediate cell check accountability by using installed microchips in every housing pod and electronically scans to a handheld device and/or tablet at each check. The system is cloud based and completely eliminates the current paper/dry erase board system the jail uses today. This product will improve cell check accuracy and accountability, accurately track quarantine housing cell check times with reduced employee exposure, and integrates a more efficient cell management process within our current Jail Management System.

(1) – Informer Systems Schedule Express (safecitiesco.com): **\$9,691.20**. Schedule Express is an electronic cloud-based workforce management scheduling system. Schedule Express is designed to solve the most complex workforce management scheduling problems such as what the LCSO Jail is experiencing today. Due to the pandemic the entire jail process has been changed. This has caused a scheduling nightmare for the supervisors and staff. Schedule Express assists our staff/supervisors with scheduling housing unit assignments, transportation/court transport scheduling, automated overtime management, and creates trackable scheduling workflows to create greater productivity and overtime reduction efficiency.

(12) All Mesh Task Chairs - \$188.90 per chair, total cost: **\$2,266.80**

(20) Armless Nesting Chairs - \$188.10 per chair, total cost: **\$3,762.00**

On April 22, 2021 - at the request of the Lewis County Health Department, Infection Prevention & Antimicrobial Consultants inspected the LCSO Jail. One recommendation and concern with the Infections Disease personnel is the need to replace the cloth covered chairs in the jail training/conference room. The room is used for multiple reasons and the chairs need to be replaced with no-fabric material for ease of disinfecting to mitigate contact transmission of pathogens.

Section Two: Proposal details

Please describe the problem or need which you seek to solve.

The COVID pandemic has created a requirement to completely change “normal” operating procedures at the LCSO Jail. Since March 2020, the Jail enacted strict COVID mitigation protocols which have proven to be successful and reduced our chances for an outbreak. Health Department and CDC protocols require our facility to follow many requirements concerning COVID mitigation in congregate housing. The listed items and funding request will assist in helping our facility continue fighting against COVID outbreaks.

Please describe the purpose and objectives of your proposal.

The purpose of this proposal is to utilize ARPA funding to assist in the continued fight against the COVID pandemic. Our objective is to purchase current technology in UV disinfection for a healthier environment in our facility and allow a more efficient operation in terms of employee exposure, time, and cost.

Please provide an overview of your proposed timeline.

Timeline for the requested items will be immediate once the products are purchased and received.

Please provide your proposed costs for the project. [This must tie back to the funding worksheet]

\$149,145.00

Please list any partners in this proposal and the partner’s role (internal or external)

Lewis County Juvenile Justice Center – receiving one UV unit
Lewis County Facilities – reduction in custodial staff time and utilization of the UV units for cleaning

Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

Requested items do not require a sustainability plan once the grant award has been exhausted.

Section Three: Evaluation information

Please describe the desired measurable outcomes and their anticipated timeline.

Timeline for the requested items will be immediate once the products are purchased and received.

Please describe how you intend to measure and report on the effectiveness of the proposal.

Easily measurable outcomes are expected with the reduction of jail staff and facilities staff time concerning decontamination process, cell management procedures, and workforce time management processes.

Section Four: Supplementary information

Please upload/attach ARPA eligible categories funding worksheet.

Attached to email

Please include any supplementary documents which you feel will be essential to the BOCC review.

Attached to email

Are any of the costs associated with collaboration between other agencies, organizations or offices?

☐ No ☒ Yes [Explain]

Yes – Lewis County Juvenile Detention Center will receive one of the R-Zero UV-C Units at \$35,000.00

Section Five: Contact information

Name.

Chris Sweet

Email address.

chris.sweet@lewiscountywa.gov

Phone number.

360-740-2617

Authorized Representative: _____

Signature: _____

Date: _____