



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
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RYAN STEWART, ED.L.D.
SECRETARY OF EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

December 29, 2020

MEMORANDUM

TO: Superintendents, Charter School Leaders

FROM: Adan Delgado, Deputy Secretary of Finance & Operations

RE: **In-Room HEPA Air Purification Federal Sub-awards**

DocuSigned by:
Adan Delgado
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The New Mexico Public Education Department (PED) has granted its FY20-21 sub-award for funding through the Elementary and Secondary School Emergency Relief Fund and the Governors Emergency Education Relief Fund (24306) for the purchase of in-room HEPA air purification units. In accordance with federal regulations at 2 C.F.R. § 200.331(a), please note the following federal award identification information specific to this sub-award. All entities receiving this sub-award through PED, as listed on Exhibit A are sub-recipients of the following federal funding:

Subrecipient's name	See Exhibit A
Subrecipient's DUNS number	See Exhibit A
Federal Award Identification Number (FAIN)	(a) S425D200023 (b) S425C200021
Federal award date	(a)05/22/2020 (b)09/24/2020
Sub-award period of performance start and end dates	(a)05/04/2020 – 9/30/2022 (b)07/01/2020 – 9/30/2021
Amount of federal funds obligated by this sub-award	See Exhibit A
Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	(a)Elementary and Secondary School Emergency Relief Fund (b)Governors Emergency Education Relief Fund
Federal awarding agency	(a)United States Dept. of Education (b)NM Department of Finance and

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	Administration (Federal subrecipient)
Contact information for awarding official	(a) Frank T. Brogan, Assistant Secretary 400 Maryland Ave., SW Washington, DC 20202 (202) 401-0113 (b) Brandon Webber 400 Maryland Ave., SW Rm. 4C146 Washington, DC 20202-4110 (202) 453-7944
CFDA number and name	(a) 84.425D (b) 84.425C
Research and development (R&D) award (Yes/No)	No
Indirect cost rate for federal award	N/A

The following requirements apply to this sub-award:

- 2 C.F.R. Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards¹
- 2 C.F.R. Part 3474: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 C.F.R. Part 3485: Non-procurement Debarment and Suspension

Reporting Requirements

1) The funding for this award must be used specifically to purchase in-room HEPA air purification units in the classrooms as listed in the Air Filtration Survey Certification. The award is based on need for those classrooms with HVAC units that cannot reach a MERV 13 level. Below is the minimum specification for the HEPA unit that can be purchased:

- Minimum of 1 Filter Module;
- Minimum System Airflow: 400-1000cfm;
- Minimum Clean Air Delivery Rate (CADR) of 225-1000cfm (NOTE: Units Shall be capable of providing a minimum of 3 to 5 Air Changes per Hour in a 9,000 cubic foot [30' x 30' x 9'] space. This shall be accomplished with no more than two (2) units in a single space.);
Performance Level: TRUE HEPA – 99.90% - 99.97% Effective at 0.3 micron and larger particles. (Grade H12 or H13)
Maximum sound: < 70 dBA at High Speed.

School districts and charter schools are responsible for appropriate procurement; however, PED has worked to identify procurement vehicles that are available. PED has facilitated an Invitation To Bid (ITB) process through the New Mexico General Services Department, which will be complete in the coming days. Districts also have the option of using their own procurement

¹ The regulations at 2 C.F.R. Part 200 are located online at: http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl.

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vehicles including the use of price agreements provided by Cooperative Educational Services or the New Mexico General Services Department State Purchasing Division.

2) Please submit a BAR through OBMS for the award amount using fund code **24306** and revenue object code **44500**. Please adhere to the following timelines required for obligation, liquidation and RfR submission:

- Submit your BAR with a copy of this letter, air filtration certification form and a copy of the application through OBMS by **January 29, 2021**. Your BAR will not be approved until PED has received your certification form.
- The final award amounts in exhibit A shall be **expended by June 30, 2021** to effectively allow for school re-entry.
- Pursuant to 6-5-3 NMSA 1978, the appropriate fund shall be encumbered prior to the issuance of vouchers or purchase orders or the engagement of contracts.

Indirect Cost Rate

As noted within the Request for Application (RFA) between PED, indirect costs are not applicable to this grant award. The provision of services related to activities, clearly and directly linked to meeting the objectives of this grant, are applicable and shall be budgeted according to the approved RFA.

Access to Records and Financial Statements

In addition, pursuant to 2 C.F.R. § 200.331(a)(5), all subrecipients as identified on Exhibit A, attached to this subaward, must permit PED and auditors access to records and financial statements as necessary.

Closeout Procedures

- The final day to submit request for reimbursements for FY20-21 is **July 7, 2021**.

If you have any questions regarding your in-room HEPA air purification federal subaward, please contact Amanda Lupardus, Financial Coordinator, Amanda.lupardus@state.nm.us (505) 827-3863. To reach the Fiscal Grants Management Bureau, please contact Susan Lucero, susan.lucero@state.nm.us, (505) 827-3848.

Enc.: Exhibit A