

NON-PROCUREMENT DOCUMENTS ONLY
ROUTE THROUGH DOCUSIGN – NOT ORACLE

ROUTING COVER SHEET

Document Details	
Document Type	Other
Parties	
County Contact Information	
Boulder County Legal Entity	Boulder County
Department	Community Services Department
Division/Program	Strategic Initiatives
Mailing Address	P.O. Box 471, Boulder, CO 80306
Contract Contact – <i>Name, email</i>	Meca Delgado, mdelgado@bouldercounty.gov
Invoice Contact – <i>Name, email</i>	Jiao Qin, jqin@bouldercounty.gov
Other Party Contact Information	
Name	Colorado Department of Human Services Behavioral Health Administration
Mailing Address	701 S. Ash St, Suite C140, Denver, CO 80246
Contact 1 – <i>Name, title, email</i>	Ryan Garren, ryan.garren@state.co.us
Term	
Start Date	7/1/2024
Expiration Date	6/30/2025
Brief Description of Work/Services Provided	
Federal Interest Memo that requires BOCC signature for the reimbursement process for Boulder County to pay for the purchase of the 1410 Emery Ct. Property.	
Revenue Contract/Lease Details	
Amount	0
Fixed Price or Not-to-Exceed?	Not-to-Exceed
Grant Details	
Award # (if any)	
Signature Deadline	2/4/2025
Project/Program Name	
Project/Program Start Date	7/1/2024
Project/Program End Date	6/30/2025
Capital or Operating?	
Grant Funding	
Amount: Federal Funds	n/a
Amount: State Funds	
Amount: Other (specify)	
Amount: Match (dollars)	
Amount: Match (in-kind)	
Total Project Budget	
Account String	
Federally Funded Grants	
Federal Program Name	American Rescue Plan Act
CFDA #	21.027
Subrecipients	
Name(s)	n/a
Services to be Provided	
Subaward Amount	

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Subcontractors	
Name(s)	n/a
Services to be Provided	
Subcontract Amount	
File Net Contract Details - Details should precisely match search variables in File Net (Only required where Original Agreement is stored in File Net)	
Other Party Name	
Start Date	
End Date	
Amount	
Notes Additional information not included above	

DocuSign Approvals (Initials): Drop **initial tags** for each of the required approvers below

_____ **Paralegal** [ONLY FOR: Revenue Contracts]

Use email: CAParalegalsDTC@bouldercounty.org

APG _____ **County Attorney** [ONLY FOR: Revenue Contracts, Leases, Grant Documents]

Use email: ca@bouldercounty.org

_____ **Risk Management** [ONLY FOR: Leases]

Use email: mtusinski@bouldercounty.org

tl _____ **Finance** [ONLY FOR: Leases, Grant Documents]

Use email: grants@bouldercounty.gov

RB _____ **EO/DH** [ONLY FOR: BOCC-Signed Documents]



Community Services Department

Sundquist Building | 3482 N. Broadway Boulder, CO 80304 | Phone: 303-441-3560

Mailing Address: P.O. Box 471 Boulder, CO 80306 | Fax: 303-441-4550

www.bouldercountycommunityservices.org



MEMO

Date: January 27, 2025

To: Boulder County Board of County Commissioners

From: Robin Bohannon, Community Services Director; Jim Adams-Berger, Strategic Initiatives Division Manager

RE: Request for signature on Notice of Federal Interest (NFI) form regarding the purchase of the property located at 1410 Emery Court, Longmont (formerly owned by BCHA) using State ARPA funds

A condition of the use of state ARPA funds for the purchase or renovation of an asset to be used for behavioral health purposes is receipt of a signed Notice of Federal Interest. This document states, in part:

The property may not be (1) used for any purpose inconsistent with the statute of any program regulations governing the award under which the property was acquired or improved; (2) mortgaged or otherwise used as collateral without the written permission of the Chief Financial Officer, Behavioral Health Administration; or (3) sold or transferred to another party without the written permission of the Chief Financial Officer, Behavioral Health Administration. These conditions are in accordance with Treasury Coronavirus State and Local Fiscal Recovery Funds Final Rule, Title 2 CFR part 200, BHA policy guidance, and award terms and conditions.

A separate NFI guidance memo outlines procedures for disposition of the property and how to gain release of the Federal Interest – see attached NFI guidance memo.

The County closed on the 1410 Emery Court property on December 23rd, 2024. Reimbursement to the County for the purchase using ARPA funds is conditioned on receipt of the NFI.

County Commissioners:
Claire Levy

Marta Loachamin

Ashley Stolzmann



Colorado Behavioral Health Administration Guidance: Federal Interest in Real Property Purchased or Improved with American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF)

Federally-funded projects, including projects using State and Local Fiscal Recovery Funds (SLFRF), have specific requirements included in the Code of Federal Regulations (CFR). The [CFR](#) and [Treasury Final Rule](#) state that property purchased or improved using these funds must continue to be used for the intended grant purpose even after the end of the contract. To help you navigate compliance with this rule, this memo outlines the following topics:

- Technical federal regulation details;
- Instructions and requirements to ensure compliance with regulations; and
- Template for filing a Notice of Federal Interest that indicates federal funds have been used for all or a portion of the property

TECHNICAL FEDERAL REGULATION DETAILS

Eligible Uses of SLFRF Funds

SLFRF funds are restricted to be utilized for their intended grant purpose under their respective expenditure categories listed below.

- **HB22-1281 Behavioral Health-care Continuum Gap Grant Program**
 - Behavioral Health Community Investment Grants
 - Category: Public Health (Expenditure Category 1.14 - Other Public Health Services)
 - Children, Youth, and Family Services Grants
 - Category: Public Health (Expenditure Category 1.14 - Other Public Health Services)
 - Substance Use Workforce Stability Grant Program
 - Category: Aid to Impacted Industries (Expenditure Category 2.36: Aid to Other Impacted Industries)
- **SB22-196 Health Needs Of Persons In Criminal Justice System**
 - Early Intervention, Detection, and Redirection from the Criminal Justice System Grant Program
 - Category: Public Health (Expenditure Category 1.14 - Other Public Health Services)





- **SB22-148 Colorado Land-based Tribe Behavioral Health Services Grant Program**
 - Support to Tribes
 - Category: Public Health (Expenditure Category 1.13 - Substance Use Services)

Subrecipient Requirement under SLFRF

Grant recipients or awardees under SLFRF-funded BHA awards are considered subrecipients. Subrecipients are subject to subrecipient monitoring and reporting requirements and are subject to the regulations under 2 CFR 200 and Treasury Final Rule.

Applying SLFRF funds to the purchase or improvement of Real Property

Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at [2 CFR Part 200, Subpart D](#), unless stated otherwise by the Treasury. Real property is defined per [2 CFR 200.1](#) as land, including land improvements, structures and appurtenances thereto, but excludes moveable machinery and equipment.

Treasury Final Rule Regarding Eligible Use and Disposition (Final Rule FAQ V July 2023)

During the period of performance, a recipient may use property, supplies, or equipment purchased or improved with SLFRF funds for a purpose other than the purpose for which it was purchased or improved if such other purpose is also consistent with the eligible use requirements. If a recipient changes the use of an asset to an ineligible use or sells the asset prior to the end of the period of performance, then the recipient must follow the disposition procedures in the Uniform Guidance. See 2 CFR 200.311, 200.313, 200.314, and 200.315.

After the period of performance, the property, supplies, or equipment must be used consistent with the purpose for which it was purchased or improved or for any other eligible purpose in the same category as the purpose reported to Treasury as of the final reporting period...

Disposition Requirements

Disposition of Real Property must follow the procedures outlined in [2 CFR 200.311\(c\)](#) (copied below).

Disposition. When real property is no longer needed for the originally authorized purpose, the non-Federal entity must obtain disposition instructions from the Federal awarding agency or pass-through entity. The instructions must provide for one of the following alternatives:

- (1) Retain title after compensating the Federal awarding agency. The amount paid to the Federal awarding agency will be computed by applying the Federal awarding agency's





percentage of participation in the cost of the original purchase (and costs of any improvements) to the fair market value of the property. However, in those situations where the non-Federal entity is disposing of real property acquired or improved with a Federal award and acquiring replacement real property under the same Federal award, the net proceeds from the disposition may be used as an offset to the cost of the replacement property.

(2) Sell the property and compensate the Federal awarding agency. The amount due to the Federal awarding agency will be calculated by applying the Federal awarding agency's percentage of participation in the cost of the original purchase (and cost of any improvements) to the proceeds of the sale after deduction of any actual and reasonable selling and fixing-up expenses. If the Federal award has not been closed out, the net proceeds from sale may be offset against the original cost of the property. When the non-Federal entity is directed to sell property, sales procedures must be followed that provide for competition to the extent practicable and result in the highest possible return.

(3) Transfer title to the Federal awarding agency or to a third party designated/approved by the Federal awarding agency. The non-Federal entity is entitled to be paid an amount calculated by applying the non-Federal entity's percentage of participation in the purchase of the real property (and cost of any improvements) to the current fair market value of the property.

INSTRUCTIONS AND REQUIREMENTS TO ENSURE COMPLIANCE WITH REGULATIONS

Guidance

Due to the above stated requirements for use of real property purchased or improved with SLFRF funds, any real property purchased or improved with SLFRF funds must be used for the intended purpose as included in the contract during the period of performance. After the period of performance, the real property must continue to be used for the original intended purpose or a similar use allowed under the expenditure category as reported to Treasury. If a change occurs outside of those uses, Treasury must be reimbursed. Any change in the intended use of purchased or improved property shall be communicated to BHA to ensure this is an eligible use. If it is determined that the property is no longer used for an eligible use, repayment of the investment will be required in alignment with [2 CFR 200.311\(c\)](#).

To ensure the eligible use requirements are met and retained with real property purchased or improved under SLFRF grants, BHA requires SLFRF awardees to record a Notice of Federal





Interest with their county recorder's office. This requirement is guided by [2 CFR 200.316](#) where BHA is the flowthrough entity and subrecipient awardee entities are the non-Federal entity.

Awardees must file the Notice of Federal Interest with their county recorders offices within 30 days of the purchase or improvement and submit to BHA. If the purchase or improvement has already occurred, awardees must file the Notice of Federal Interest within 30 days after receipt of this memo and submit to BHA.

If awardees plan to use grant funds for leasehold improvements, or capital improvements on leased properties, disposition and use rules still apply. Awardees must obtain agreement that their landlord will file a Notice of Federal Interest on the property and demonstrate that a long term lease is in place.

Release of Federal Interest

If the awardee will no longer use the property for the eligible purpose proposed, or another eligible purpose with approval of BHA, BHA will determine if such use by the awardee is an Unauthorized Use of Property which will require repayment for the Federal Interest as provided in 200.311. BHA may release the Federal Interest in connection with the Property only upon receipt of full payment in compensation of the Federal Interest and thereafter will have no further interest in the ownership, use, or Disposition of the Property.

TEMPLATE FOR FILING A NOTICE OF FEDERAL INTEREST

The Notice of Federal Interest template is located [here](#).





COLORADO
Behavioral Health
Administration

Notice of Federal Interest

On 9/11/2023 the Colorado Behavioral Health Administration awarded agreement number 24 IBEH 180489 utilizing Coronavirus State and Local Fiscal Recovery Funds (SLFRF). The grant provides funds for the purchase and renovation of a Behavioral Health facility which is located on the land described below in Boulder County, Colorado.

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE

The source funding for this grant includes conditions on use of the aforementioned property and provides for a continuing Federal interest in the property. Specifically, the property may not be (1) used for any purpose inconsistent with the statute of any program regulations governing the award under which the property was acquired or improved; (2) mortgaged or otherwise used as collateral without the written permission of the Chief Financial Officer, Behavioral Health Administration; or (3) sold or transferred to another party without the written permission of the Chief Financial Officer, Behavioral Health Administration. These conditions are in accordance with Treasury Coronavirus State and Local Fiscal Recovery Funds Final Rule, Title 2 CFR part 200, BHA policy guidance, and award terms and conditions.

These grant conditions and requirements cannot be nullified or voided through a transfer of ownership. Therefore, advance notice of any proposed change in usage or ownership must be provided to the Chief Financial Officer, Behavioral Health Administration.

PROPERTY OWNER

By: Marta Loachamin, Boulder County
TITLE: Boulder County Commissioner

Date: 2/4/2025





STATE OF COLORADO
[COUNTY]

On this 4th day of February, 2025, before me, the undersigned, a Notary Public for the State of Colorado at Large, personally appeared before me and is known to be the person who executed this instrument on behalf of [PROPERTY OWNER], and acknowledged to me that they executed the same as the free act and deed of said Corporation.

Witness my hand and official seal.

Marta Loachamin
Boulder County Commissioner

Notary Public
My Commission Expires: _____

EXHIBIT "A"

The Property is the following legally described real estate in the County of Boulder, Colorado:
LOT 4 BLK 1 ANDERSON HAMILTON
known as:
1410 Emery Court Longmont Colorado 80501



COLORADO
Behavioral Health
Administration



Certificate Of Completion

Envelope Id: F037D967-31A6-4CE7-ADE9-11F7A3DD3111

Status: Sent

Subject: Community Services - CDHS Behavioral Health Admin. Federal Interest Memo for Emery St. Property

Type of Document:

Other

Department/Office: Community Services

Source Envelope:

Document Pages: 10

Signatures: 0

Envelope Originator:

Certificate Pages: 2

Initials: 3

Candice Long

AutoNav: Enabled

2025 14th St

Envelopeld Stamping: Enabled

Boulder, CO 80302

Time Zone: (UTC-07:00) Mountain Time (US & Canada)

clong@bouldercounty.org

IP Address: 161.97.235.7

Record Tracking

Status: Original

Holder: Candice Long

Location: DocuSign

1/29/2025 12:07:41 PM

clong@bouldercounty.org

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Boulder County

Location: DocuSign

Signer Events

Signature

Timestamp

April P Gatesman

ca@bouldercounty.org

Boulder County

Security Level: Email, Account Authentication (None)

APG

Signature Adoption: Pre-selected Style
Using IP Address: 97.107.70.37

Sent: 1/29/2025 12:29:57 PM

Resent: 1/30/2025 7:29:35 AM

Viewed: 1/30/2025 9:13:07 AM

Signed: 1/30/2025 9:13:25 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Robin Bohannon

rbohannon@bouldercounty.gov

Director, Community Services

Security Level: Email, Account Authentication (None)

RB

Signature Adoption: Pre-selected Style
Using IP Address: 73.78.48.204

Sent: 1/29/2025 12:29:57 PM

Viewed: 1/29/2025 12:51:29 PM

Signed: 1/29/2025 12:51:40 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Tanisha Locke

grants@bouldercounty.gov

Security Level: Email, Account Authentication (None)

TL

Signature Adoption: Pre-selected Style
Using IP Address: 97.107.70.37

Sent: 1/29/2025 12:29:58 PM

Resent: 1/30/2025 7:29:36 AM

Viewed: 1/30/2025 9:09:33 AM

Signed: 1/30/2025 9:10:36 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Matthew Ramos

38095@bouldercounty.org

Clerk to the Board

Boulder County

Security Level: Email, Account Authentication (None)

Sent: 1/30/2025 10:26:24 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Candice Long clong@bouldercounty.gov Security Level: Email, Account Authentication (None)	<div style="border: 2px solid blue; padding: 5px; display: inline-block;">VIEWED</div> Using IP Address: 45.95.73.169	Sent: 1/30/2025 9:13:27 AM Viewed: 1/30/2025 10:26:23 AM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	1/29/2025 12:29:58 PM
Envelope Updated	Security Checked	1/29/2025 1:48:11 PM

Payment Events	Status	Timestamps
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