AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Task Order Amendment #4; Colorado Department of Pu

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement: Gunnison Health & Human Services & CDPHE

Term Begins: 7/1/2016 **Term Ends:** 6/30/2017 **Grant Contract #:** 13 FJA 41898

Summary:

Emergency Preparedness & Response Contract for the 2016-2017 grant cycle.

Fiscal Impact: $19,659

Submitted by: B. Lucero **Submitter's Email Address:** blucero@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns, ongoing program, included in 2016 adopted budget.ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 5/17/2016

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok - gs

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 5/17/2016 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 5/19/2016

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 6/7/2016

Revised April 2015

DEPARTMENT OR AGENCY NAME
COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
FHJA-OEPR

DEPARTMENT OR AGENCY NUMBER
FAAA

TASK ORDER AMENDMENT ROUTING NUMBER
17-86715
To Original Task Order Routing Number
13-41898

TASK ORDER AMENDMENT #4

This Task Order Amendment is made this **4th** day of **March**, **2016**, by and between the State of Colorado, acting by and through the **DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT**, whose address or principal place of business is **4300 Cherry Creek Drive South, Denver, Colorado 80246**, hereinafter referred to as the "State"; and, **Board of County Commissioners of Gunnison County, (a political subdivision of the state of Colorado) 200 East Virginia Avenue Gunnison, Colorado 81230 for the use and benefit of Gunnison County Department of Health and Human Services**, whose address or principal place of business is **225 North Pine Street Suite E, Gunnison, Colorado 81230,** hereinafter referred to as the "Contractor".

FACTUAL RECITALS

The parties entered into a Master Contract dated **January 17, 2012**, with encumbrance number **PO FJA EPR1341898**, and task order contract routing number **13 FAA 00023**, hereafter referred to as the **"Original Task Order Contract"**, whereby the Contractor was to provide to the State the following:

> **CDC's Office of Public Health Preparedness and Response, Division of State and Local Readiness, administers funds for preparedness activities to state and local public health systems. The Public Health Emergency Preparedness Program (PHEP) supports public health departments across the nation to upgrade their ability to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events. In the state of Colorado, preparedness activities funded by the PHEP cooperative agreement are coordinated by the Colorado Department of Public Health and Environment, Office of Emergency Preparedness and Response. These activities are targeted specifically for the development of emergency-ready public health agencies that are flexible and adaptable.**

The State promises to **increase** the amount of funds to be paid to the Contractor by **Nineteen Thousand Six Hundred Fifty Nine Dollars**, **($19,659.00)** for the renewal term of **One year,** ending on **June 30, 2017**, in exchange for the promise of the Contractor to perform the **increased** specifications to the work described herein.

NOW THEREFORE, in consideration of their mutual promises to each other, stated below, the parties hereto agree as follows:

1. Consideration for this Task Order Amendment to the Original Task Order Contract consists of the payments and services that shall be made pursuant to this Task Order Amendment, and promises and agreements herein set forth.

2. It is expressly agreed to by the parties that this Task Order Amendment is supplemental to the Original Task Order Contract, contract routing number **13 FJA 41898, as amended by Amendment for Task Order #1, with contract routing number 14 FJA 53976, as amended by Amendment for Task Order #2, with contract routing number 15 FHJA 65590, as amended by Amendment for Task Order #3,**

with contract routing number 16 FHJA 79717, collectively referred to herein as the Original Task Order Contract, which is by this reference incorporated herein. All terms, conditions, and provisions thereof, unless specifically modified herein, are to apply to this Task Order Amendment as though they were expressly rewritten, incorporated, and included herein.

3. It is expressly agreed to by the parties that the Original Task Order Contract is and shall be modified, altered, and changed in the following respects only:

A. The following new provision is hereby added to the body of the Original Contract:

Performance Outside the State of Colorado and/or the United States
[Not applicable if Contract Funds include any federal funds]
Following the Effective Date, Contractor shall provide written notice to the State, in accordance with the Notices and Representatives provision, within 20 days of the earlier to occur of Contractor's decision to perform, or its execution of an agreement with a Subcontractor to perform, Services outside the State of Colorado and/or the United States. Such notice shall specify the type of Services to be performed outside the State of Colorado and/or the United States and the reason why it is necessary or advantageous to perform such Services at such location or locations. All notices received by the State pursuant to this provision shall be posted on the Colorado Department of Personnel & Administration's website. Knowing failure by Contractor to provide notice to the State under this provision shall constitute a material breach of this Contract.

B. This Task Order Amendment is issued pursuant to paragraph **5.** of the Original Task Order Contract. This Task Order Amendment is for the **renewal term** of **July 01, 2016**, through and including **June 30, 2017**. The maximum amount payable by the State for the work to be performed by the Contractor during this **renewal term** is **Nineteen Thousand Six Hundred Fifty Nine Dollars**, **($19,659.00)** for an amended **total** contract financial obligation of the State of **Ninety Seven Thousand One Hundred Eleven Dollars, ($97,111.00)**.

This is an **increase** of **Nineteen Thousand Six Hundred Fifty Nine Dollars**, **($19,659.00)** of the amount payable from the previous term.

Of the maximum amount for this **renewal term Zero Dollars, ($0.00)** are attributable to a funding source of the State of Colorado and **Nineteen Thousand Six Hundred Fifty Nine Dollars**, **($19,659.00)** are attributable to a funding source of the United States Government (see Catalog of Federal Domestic Assistance (CFDA) number **93.069**).

Of the amended **total financial obligation** of the State referenced above **Zero Dollars, ($0.00)** are attributable to a funding source of the State of Colorado and **Nineteen Thousand Six Hundred Fifty Nine Dollars**, **($19,659.00)** are attributable to a funding source of the United States Government.

The revised **specifications** to the original **Statement of Work** and revised **Budget,** if any, for this **renewal term** are incorporated herein by this reference and identified as "**Exhibit J**" and "**Exhibit K"**.

C. The following provision is added to the original contract: The Grant Funding Letter is incorporated herein by this reference and identified as "**Exhibit L**".

The Original Task Order Contract is modified accordingly. All other terms and conditions of the Original Task Order Contract are reaffirmed.

4. The Effective Date of this Task Order Amendment is **July 01, 2016**, or upon approval of the State Controller, or an authorized delegate thereof, whichever is later.

5. Except for the General Provisions and Special Provisions of the Original Task Order Contract, in the event of any conflict, inconsistency, variance, or contradiction between the terms and provisions of this Task

Order Amendment and any of the terms and provisions of the Original Task Order Contract, the terms and provisions of this Task Order Amendment shall in all respects supersede, govern, and control. The Special Provisions shall always control over other provisions of the Original Task Order Contract or any subsequent Task Order Amendments thereto. The representations in the Special Provisions to the Original Task Order Contract concerning the absence of personal interest of state of Colorado employees are presently reaffirmed.

6. FINANCIAL OBLIGATIONS OF THE STATE PAYABLE AFTER THE CURRENT FISCAL YEAR ARE CONTINGENT UPON FUNDS FOR THAT PURPOSE BEING APPROPRIATED, BUDGETED, AND OTHERWISE MADE AVAILABLE.

IN WITNESS WHEREOF, the parties hereto have executed this Task Order Amendment on the day first above written.

*** Persons signing for Contractor hereby swear and affirm that they are authorized to act on Contractor's behalf and acknowledge that the State is relying on their representations to that effect.**

CONTRACTOR:

BOARD OF COUNTY COMMISIONERS OF GUNNISON COUNTY
(a political subdivision of the state of Colorado)
For the use and benefit of the
Gunnison County Department of Health and Human Services

_____
Signature of Authorized Officer

_____
Date

_____
Print Name of Authorized Officer

_____
Print Title of Authorized Officer

STATE:

STATE OF COLORADO

John W. Hickenlooper, Governor

By: _____
For the Executive Director
DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT

PROGRAM APPROVAL:

By: _____

ALL CONTRACTS MUST BE APPROVED BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Contracts. This Contract is not valid until signed and dated below by the State Controller or delegate. Contractor is not authorized to begin performance until such time. If Contractor begins performing prior thereto, the State of Colorado is not obligated to pay Contractor for such performance or for any goods and/or services provided hereunder.

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD

By: _____

Date: _____

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STATEMENT OF WORK
To Original Contract Routing Number 13 FJA 41898
Contract Amendment #4 Routing Number 17 FHJA 86715

These provisions are to be read and interpreted in conjunction with the provisions of the contract specified above.

I. Entity Name: Gunnison County Dept of Health & Human Serv.
Term: July 1, 2016-June 30, 2017

II. Project Description:
CDC's Office of Public Health Preparedness and Response, Division of State and Local Readiness, administers funds for preparedness activities to state and local public health systems. The Public Health Emergency Preparedness Program (PHEP) supports public health departments across the nation to upgrade their ability to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events. In the state of Colorado, preparedness activities funded by the PHEP cooperative agreement are coordinated by the Colorado Department of Public Health and Environment, Office of Emergency Preparedness and Response. These activities are targeted specifically for the development of emergency-ready public health agencies that are flexible and adaptable.

III. Definitions:
CDPHE-OEPR: Colorado Department of Public Health and Environment, Office of Emergency Preparedness and Response
CNS: Colorado Notification System
CO-SHARE: Colorado State Health and Readiness Exchange
DOC: Department Operation Center (CDPHE)
FSE: Full Scale Exercise
HAN: Health Alert Network
HCC: Healthcare Coalition
HPP: Hospital Preparedness Program
IMS: Inventory Management System
LTP: Local Transfer Point
MCM ORR Medical Countermeasure Operational Readiness Review
PHEP: Public Health Emergency Preparedness Grant
SNS: Strategic National Stockpile
POD: Point of Dispensing
RSS: Receive, Store, Stage (State warehouse for SNS distribution)
RTP: Regional Transfer Point
SRPOC: State Regional Point of Contact

IV. Work Plan:

Goal #1: Increase capacity for preparedness, response and recovery in the {**Gunnison County**), CO.	
Objective #1: No later than the expiration date of the Contract, provide public health preparedness, response and recovery activities in {**Gunnison County**} through planning, training, exercises and real events.	
Primary Activity #1	**PLANNING**: Participate in Emergency Preparedness and Response planning and planning coordination.
Sub-Activities #1	1. The Contractor shall submit their Public Health Emergency Operations Plan (PHEOP) to CDPHE-OEPR for review. 2. The Contractor shall update their Communications Plan/Annex to include notification and information sharing elements. 3. The Contractor shall update their SNS Mass Antibiotic/Vaccination Dispensing Plan

	based upon the 2016 POD Plan Review and 2015-2016 MCM ORR (Medical Countermeasure Operational Readiness Review) Dispensing Criteria, in preparation for the 2017 Statewide Full Scale Exercise. 4. The Contractor shall maintain an internal contact list on CO-SHARE to ensure emergency preparedness 24/7 after hours contact capacity, including persons who may be needed to respond to an emergency epidemic 5. The Contractor shall work with Regional Staff and CDPHE to develop a five-year strategic plan to increase preparedness and response capabilities. 6. The Contractor shall ensure a functioning notification process capable of receiving and disseminating Health Alert Network (HAN) messages to jurisdictional partners.
0	
Primary Activity #2	**TRAINING**: Participate in Emergency Preparedness Training and Training Activities
Sub-Activities #2	1. The Contractor shall participate in Hazard Vulnerability Assessment Awareness Training provided by CDPHE-OEPR. 2. The Contractor shall participate in one (1) workshop with their HCC to integrate HCC entities into MCM exercise operations. Workshop will be conducted by CDPHE. 3. The Contractor shall participate in a live training, webinar, or online course hosted by CDPHE-OEPR pertaining to "Community Inclusion in Colorado" maps and resources.
Primary Activity #3	**EXERCISING / DRILLS**: Participate in Emergency Preparedness and Response exercises and drills.
Sub-Activities #3	1. The Contractor shall initiate a minimum of one (1) HAN drill to local/ regional partners and OEPR. 2. The Contractor shall conduct two (2) drills, or real event activation, using the Colorado Volunteer Mobilizer volunteers in local or regional jurisdiction. 3. The Contractor shall participate in four (4) quarterly drills initiated by CDPHE in the Colorado Notification System. 4. The Contractor shall participate in two (2) tactical communications drills initiated by CDPHE focusing on **CDPHE DOC to Local DOC** and **RSS to RTP/LTP** communication via 800MHz radio and cell phone equipment. 5. The Contractor shall participate in a minimum of two (2) **DOC/RTP/LTP to POD** tactical communications drills initiated by the agency. 6. The Contractor shall participate in two (2) SNS Inventory Management System resource request drills in preparation for the 2017 Statewide Full Scale Exercise. 7. The Contractor, or designated regional staff, shall attend the Midterm Planning Conference for the Statewide Full Scale Exercise. 8. The Contractor, or designated regional staff, shall attend the Final Planning Conference for the Statewide Full Scale Exercise. 9. The Contractor shall identify and request the participation of two non-traditional community partners in the Statewide Full Scale Exercise. 10. The Contractor shall develop a Tactical Communications Plan for the Full Scale Exercise. 11. The Contractor shall exercise (1) RTP or LTP distribution site during the Statewide Full Scale Exercise to include the receipt of MCM and utilization of the SNS Inventory Management System. *** Only required for regional staff that are responsible for transfer points.** 12. The Contractor shall coordinate with other counties in the region to exercise a minimum of two (2) Open PODs, to include the dispensing of MCM, during the Statewide Full Scale Exercise. 13. The Contractor shall post all hosted exercise / drills into the appropriate CO-SHARE Exercise Calendar.

Primary Activity #4	**ADDITIONAL ACTIVITIES**: Coordinate collaborative activities with local, regional and state emergency preparedness and response staff.
Sub-Activities #4	1. The Contractor shall act as a liaison between CDPHE and EPR Regional Staff to local community preparedness associates. 2. The Contractor shall attend, lead or participate in local and/or regional jurisdiction Healthcare Coalition planning meetings. 3. The Contractor or designated staff shall attend quarterly Colorado Healthcare Coalition Council meetings as requested by the council. 4. The Contractor shall use CDPHE-provided evaluation tools to collect CDPHE and federally specified data, including surveys, upon request. 5. The Contractor shall coordinate and participate in site visits as requested by CDPHE. 6. The Contractor shall participate in workshops, conferences, mandatory meetings, and communication drills as requested by CDPHE. 7. The Contractor shall participate in work groups as requested by CDPHE. 8. The Contractor shall seek planning, training, exercise and other emergency preparedness and response technical assistance from EPR Regional Staff and CDPHE OEPR as needed.
Standards and Requirements	1. The content of electronic documents located on CDPHE and non-CDPHE websites and information contained on CDPHE and non-CDPHE websites may be updated periodically during the contract term. The contractor shall monitor documents and website content for updates and comply with all updates. 2. The Contractor shall ensure that appropriate Regional Emergency Preparedness and Response Staff time and resources are allocated to support all identified activities for all local agencies within their region. 3. Colorado Board of Health Rule requires update and review of Public Health Emergency Operations Plan (PHEOP) once every three years. A checklist will be provided by CDPHE-OEPR that outlines required elements. 4. For after-hours contact capacity, the Contractor will list position name and applicable contact method. List shall include persons with experience and training in communicable disease epidemiology. If a local resource does not exist, indicate the regional or state resource and contact information. 5. Elements to be included in the Strategic Plan will be provided by CDPHE-OEPR. Regional staff and OEPR staff will educate LPHA Directors and EPR Coordinators on the required elements of the Strategic Plan. The Strategic Plan may be agency-based or region-based. 6. Required elements of the Communications Plan/Annex will be detailed in a template provided by CDPHE-OEPR. 7. The Contractor shall use the 2016 POD Plan review feedback and MCM ORR Dispensing Criteria to update their Mass Dispensing/Vaccination Plan or Annex. Plan review feedback and MCM ORR Dispensing criteria provided by CDPHE. 8. HAN drill report will be generated by the system once drill is complete. This report should be uploaded to the appropriate CO-SHARE folder. 9. Participation in full scale exercise planning conferences may be in person, by telephone, or webinar. 10. HCC MCM Operational Integration Workshop will be conducted by CDPHE in all local HCC locations throughout the state from October 2016-May 2017. This workshop will address identified gaps from previous exercises and assist in preparing for the FSE in June 2017. 11. For Full Scale Exercise planning, a Tactical Communications Plan template will be provided by CDPHE-OEPR. Documentation shall include methods of communication, radio channels if applicable, and other designated methods of information sharing. 12. For Full Scale Exercise planning, non-traditional partners may include service providers, local organizations or other groups who serve demographically diverse or

	functional populations who live in your region. (ex: Area Agency on Aging in areas with older adult populations, refugee service providers, veteran service offices, Child Find services, ethnic or language-specific health providers.) "Community Inclusion in Colorado" resource maps should be utilized to identify non-traditional community partners for exercise participation. The role of non-traditional partner participation may include Exercise Player, Exercise Planner, Exercise Evaluator or Exercise Observer. 13. All tactical communications drills initiated by CDPHE will be documented by CDPHE. Tactical communications drills initiated by the agency should be documented on the FY 16-17 Drill Reporting Spreadsheet in CO-SHARE. 14. SNS Inventory Management System resource request drills will be initiated by CDPHE and documented by the OEPR IMS Coordinator. One drill may be completed during the FSE. 15. The Contractor will utilize SNS Distribution Plans, gaps identified in past RTP/LTP drills/exercise and FSE guidance and requirements provided by CDPHE to conduct the RTP/LTP exercise during the FSE. 16. The Contractor will utilize SNS Mass Prophylaxis/Dispensing/POD Plans, gaps identified in past POD drills/exercise and FSE guidance and requirements provided by CDPHE to conduct the POD exercise during the FSE. 17. Colorado Volunteer Mobilizer Drill Report shall include dates of drill, description of volunteer pool, and a summary of responding entities activated. Activating the CVM during the Full Scale Exercise will meet the requirement for one drill activation. 18. One Colorado Notification System drill will be a "No-Notice" drill. 19. A minimum one, non-regional staff, agency representative must participate in "Community Inclusion in Colorado" maps training. 20. All hosted trainings and exercises should be posted to the appropriate CO-Share Training and Exercise calendars. 21. All hosted trainings should be posted to CO.TRAIN. 22. The Contractor shall seek planning, training, exercise and other emergency preparedness and response technical assistance from EPR Regional Staff and CDPHE-OEPR as needed. 23. The Contractor shall notify CDPHE of Regional Emergency Preparedness and Response staff (Epidemiologist and General Emergency Preparedness staff) turnover. Upon notification of the vacancy CDPHE will review agency and regional circumstances and decide if the position needs to be maintained.	
Expected Results of Activity(s)	1. Colorado public health agencies will have increased capacity to respond to public health emergencies and related events to which a public health response is necessitated.	
Measurement of Expected Results	1. Measures of Public Health Emergency Operations Plans effectiveness and validity will be evaluated per the performance measures for PHEP and HPP capabilities – resources to reference include: a. PHEP Performance Measures Specifications and Implementation Guidance b. Hospital Preparedness Program (HPP) Performance Measure Manual. c. Strategic National Stockpile- Medical Countermeasure Operational Readiness Review (SNS MCM-ORR) Guidance. 2. Exercises and drills will be evaluated through After Action Reports and Improvement Plans to determine plan or system response readiness. Homeland Security Exercise Evaluation program standards will be utilized for exercise and drill evaluation.	
		Completion Date
Deliverables	1. Contractor shall upload a copy of their PHEOP to the appropriate CO-SHARE folder.	December 31, 2016
	2. Contractor shall indicate After Hours contact information via a	

	link in the Grant Reporting Spreadsheet.	July 31, 2016
	3. Contractor shall upload draft Strategic Plan to the appropriate CO-SHARE folder.	May 31, 2017
	4. Contractor shall upload their Communications Plan to the appropriate CO-SHARE folder.	August 31, 2016
	5. Contractor shall (1) post in their Grant Reporting Spreadsheet the LPHA position which is responsible for receiving and disseminating HANs and (2) upload system description and process into the appropriate CO-SHARE folder.	August 31, 2016
	6. The Contractor shall upload the updated Mass Antibiotic/Vaccination Plan or Annex (POD Plan) to the appropriate CO-SHARE folder.	November 30, 2016
	7. The Contractor shall upload verification of attendance in Hazard Vulnerability Awareness Training to the appropriate CO-SHARE folder.	May 31, 2017
	8. The contractor shall upload a HAN report detailing the number of contacts attempted and the number of verified successful messages to the appropriate CO-SHARE folder.	June 15, 2017
	9. The Contractor shall indicate in their grant reporting spreadsheet the dates of participation in quarterly Colorado Notification System drills.	September 30, 2016 December 31, 2016 March 31, 2017 June 30, 2017
	10. Contractor shall upload an attendance roster from the Midterm Planning Conference to the appropriate CO-SHARE folder.	January 31, 2017
	11. Contractor shall upload an attendance roster from the Final Planning Conference to the appropriate CO-SHARE folder.	May 31, 2017
	12. Contractor shall upload Full Scale Exercise Tactical Communications Plan to the appropriate CO-SHARE folder.	April 30, 2017
	13. Contractor shall post to the Grant Reporting Spreadsheet the name of the non-traditional community partner and the results of the request for exercise participation.	April 30, 2017
	14. The Contractor shall upload drill report template for two (2) tactical communications drills focusing on DOC/RTP/LTP to POD communications drills to the appropriate CO-SHARE folder	June 30, 2017
	15. The Contractor shall indicate in their Grant Reporting Spreadsheet the dates of participation in two (2) CDPHE DOC to LPHA DOC or RSS to RTP/LTP tactical communication drills.	June 30, 2017
	16. The Contractor shall indicate in their Grant Reporting Spreadsheet the dates of participation in two (2) SNS Inventory Management drills.	June 30, 2017
	17. The Contractor shall complete an online After Action Survey, including a list of participating agency representatives.	June 30, 2017
	18. The contractor shall upload Healthcare Coalition meeting minutes with attendance list to the appropriate CO-SHARE folder, and indicate dates in their Grant Reporting Spreadsheet.	June 30, 2017
	19. The contractor shall upload Healthcare Coalition Council meeting minutes with attendance list to the appropriate CO-SHARE folder, and indicate dates in their Grant Reporting Spreadsheet.	June 30, 2017
	20. The contractor shall upload HCC exercise workshop meeting minutes with attendance list to the appropriate CO-SHARE folder, and indicate dates in their Grant Reporting Spreadsheet.	May 31, 2017

	21. The contractor shall upload an attendance list of individuals who attended "Community Inclusion in Colorado" training to the appropriate CO-SHARE folder.	May 31, 2017
	22. The Contractor shall email CVM drill reports to koral.obrien@state.co.us and upload into the appropriate CO-SHARE folder. Dates of the drills shall be recorded onto the Grant Reporting Spreadsheet.	December 31, 2016 and June 15, 2017
	23. The Contractor shall upload a list of recruited Full Scale Exercise volunteers to the appropriate CO-SHARE folder.	April 30, 2017
	24. The Contractor shall upload modified exercise marketing materials to the appropriate CO-SHARE folder.	May 31, 2017
	25. The Contractor shall upload Full Scale Exercise after-action documentation including ExPlan, MSEL, Participant Lists, Situational Awareness Reports, Resource Request Forms and Improvement Plans to the appropriate CO-SHARE folder.	June 30, 2017
	26. The Contractor shall post their completed Drill Report Template in CO-SHARE.	Within 30 days of the drill No Later than June 1, 2017.
	27. The contractor will report to their Grant Reporting Spreadsheet verification of participation in workshops, conferences, and mandatory meetings as requested by CDPHE-OEPR.	Within 30 days of participation. No later than June 30, 2017
	28. The Contractor shall post all hosted trainings and exercises on the appropriate CO-SHARE Training and Exercise calendars.	At least two weeks prior to training or June 1, 2017.

V. Key Personnel:
Local Public Health Agency Staff

VI. Monitoring:
CDPHE's monitoring of this contract for compliance with performance requirements will be conducted throughout the contract period by the Office of Emergency Preparedness and Response. Methods used will include a review of documentation determined by CDPHE to be reflective of performance to include progress reporting in agency Grant Reporting Spreadsheet, documents uploaded to CO-SHARE, participation in required activities, the timely submission of invoices and other fiscal and programmatic documentation as applicable. The Contractor's performance will be evaluated at set intervals and communicated to the contractor. A Final Contractor Performance Evaluation will be conducted at the end of the life of the contract.

VII. Resolution of Non-Compliance:

The Contractor will be notified in writing within **(30)** calendar days of discovery of a compliance issue. Within **(30)** calendar days of discovery, the Contractor and the State will collaborate, when appropriate, to determine the action(s) necessary to rectify the compliance issue and determine when the action(s) must be completed. The action(s) and time line for completion will be documented in writing and agreed to by both parties. If extenuating

circumstances arise that requires an extension to the time line, the Contractor must email a request to the **Grants Branch Manager** and receive approval for a new due date. The State will oversee the completion/implementation of the action(s) to ensure time lines are met and the issue(s) is resolved. If the Contractor demonstrates inaction or disregard for the agreed upon compliance resolution plan, the State may exercise its rights under the provisions of this contract.

Exhibit K

Budget
To Task Order Dated 01/17/2012 - Contract Routing Number 13 FJA 41898
Contract Amendment #2 Routing Number 17 FHJA 86715

Fiscal Year 2016 – 2017 Budget

Personal Services					
Position Title	**Description of Work**	**Annual Salary & Fringe or Hourly Rate**	**Percent of Time (FTE) or Number of Hours Per Month**	**Months**	**Total Amount Requested from CDPHE**
EPR Coordinator	Coordiinates EPR activities for LPHA	$27.85	50.00	12	16,710
					-
				Total Personal Services (including fringe benefits)	**16,710**

Supplies			
Item	**Description of Item**	**Cost of Item**	**Total Amount Requested from CDPHE**
			-
			-
		Total Supplies	**-**

Travel			
Item	**Description of Item**	**Cost of Item**	**Total Amount Requested from CDPHE**
Mileage	Travel to EPR Fall meeting DEN (402 Miles) @ $.54/mile & Travel to GJ for EPR Workshop	267.08	267
Per Diem	$36/day X 5 days of meetings	180	180
Hotel	2 nights in DEN @$90/night	180	180
			-
		Total Travel	**627**

Other/Operating Costs			
Item	**Description of Item**	**Cost of Item**	**Total Amount Requested from CDPHE**

Phone	Cell Phone for EPR (22.50/Month)	270.00	270
GIS Mapping	GIS Mapping charge for Public Health Department (22.05/Month)	264.60	265
			-
			-
		Total Other/Operating Costs	**535**
Contractual/Consultant (payments to third parties or entities)			
Item	**Subcontractor Entity Name and/or Description of Item**	**Cost of Sub Contractor**	**Total Amount Requested from CDPHE**
			-
			-
		Total Contractual	**-**
		Total Direct Costs	**17,872**
Indirect			
Item	**Description of Item**	**Indirect Percentage**	**Total Amount Requested from CDPHE**
Indirect cost rate	Negotiated Indirect Rate		-
Indirect cost rate	Total Personnel Cost		-
Indirect cost rate	Total Direct Cost	10.00%	1,787
		Total Indirect	**1,787**
		TOTAL REQUESTED BUDGET	**19,659**

EXHIBIT L

GRANT FUNDING CHANGE LETTER

Date:	State Fiscal Year:	Grant Funding Change Letter (GFCL) #	CMS Routing #
			CORE Encumbrance #

TO: <Insert Grantee's name>

In accordance with Section of the Original Contract routing number , [insert the following language here if previous amendment(s), renewal(s) have been processed] as amended by [include all previous amendment(s), renewal(s) and their routing numbers], [insert the following words here if previous amendment(s), renewal(s) have been processed] between the State of Colorado, Department of Public Health and Environment and <insert contractor name> beginning <insert start date of original contract> and ending on <insert ending date of current contract amendment>, the undersigned commits the following funds to the Grant:

The amount of (federal, state, other) grant funds available and specified in Section of <insert previous contract modification number and routing number> is ☐ increased or ☐ decreased by $ amount of change to new total funds for the period <date to date> of $ <insert new period cumulative total> for the following reason: Section is hereby modified accordingly. The revised Budget is incorporated herein by this reference and identified as Revised Exhibit *. (if budget attached; delete sentence if no budget included.)
Complete the table below; insert/delete rows as needed.

The table below reflects the original budget and all modifications to the total since the effective date of the Original Contract.

SUMMARY OF CHANGES					
Document Type	**CMS Routing #**	**Funding Source** (federal, state, other)	**Period**	**Dollar Amount**	**Period Total**
Original Contract				$	$
				$	$
				$	$
				$	$
				$	$
			Contract Cumulative Grand Total	$	

This Grant Funding Change Letter does not constitute an order for services under this Grant.
The effective date of hereof is upon approval of the State Controller or <insert projected effective date>, whichever is later.

STATE OF COLORADO John W. Hickenlooper, GOVERNOR Department of Public Health and Environment	PROGRAM APPROVAL:
By: Lisa McGovern, Purchasing & Contracts Section Director Date: _____	By: _____

ALL GRANTS REQUIRE APPROVAL BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Grants. This Grant is not valid until signed and dated below by the State Controller or delegate. Grantee is not authorized to begin performance until such time. If Grantee begins performing prior thereto, the State of Colorado is not obligated to pay Grantee for such performance or for any goods and/or services provided hereunder.

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD

By: _____

Date: _____