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: BOCC & CO Dept Public Health & Environ.

Term Begins: 4/1/17 **Term Ends:** ~~6/30/2017~~ 6/30/2018 **Grant Contract #:**

Summary:

State health dept Immunization program is phasing in change in terms of contract by quarterly increments. Additions to SOW include helping schools complete Dec 1 reports on immunization rates.

Fiscal Impact: $27,155

Submitted by: C Worrall **Submitter's Email Address:** cworrall@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
Term end above should be 6/30/18 (not 6/30/17).
No other concerns. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 2/1/2017

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

Comments:
ok - gs

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 2/2/2017 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 2/3/2017

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

Agenda Date: 2/7/2017

Revised April 2015

CDPHE
Instructions for Contract Processing

(New Contract OR Amendment used for any type of modification)

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Interagency Entities

I. Contract Document

☐ **Print** – 3 copies of the PDF contract document attached to the email. Double sided printing is encouraged but optional. Single sided copies will be accepted.

☐ **Signatures** – Each of the 3 contract documents must be signed by the signature authority for your organization. Original signatures are required. Please use blue ink if possible.

☐ **Vendor Information Form**– Complete entire form. Be sure to include your DUNS number.

II. Submission

☐ **Return** all 3 original signed contract documents, completed Vendor Information Form and Signature Authority documentation (if applicable) to the address below.

You may hand deliver your documents, send them by mail, or use a courier or delivery service such as FedEx or UPS. The use of a delivery service allows for overnight shipping if needed and provides tracking and delivery confirmation information. Hand delivery may be made to the CDPHE Mail Room in Building B between the hours of 7:30am – 5:00pm, Monday through Friday. Deliveries outside of those times will not be accepted. You will be provided a receipt for your delivery.

Colorado Department of Public Health & Environment
DCEED
Attn: Andrea Miller
4300 Cherry Creek Drive South
Denver, CO 80246-1530

III. Fully Executed Contract

You are not authorized to begin work until the contract is fully executed (signed by all parties). You will be notified of the date work can begin under this contract.

DCEED VENDOR INFORMATION FORM

Date:

Institution/Organization Legal Address ("Subcontractor")

Name:

Address:

City, State, Zip + 4:

EIN: Institution type: Registered in CCR? Yes ☐ No ☐

Performance site same as address above? Yes ☐ No ☐ DUNS No.:

For more DUNs information see: https://www.sam.gov

Q1. As provided to you by your subcontractor, in your subcontractor's business or organization's preceding completed fiscal year, did its business or organization (the legal entity to which the DUNS number it provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements: **and** (2) $25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? Yes ☐ No ☐

If No- Stop, If Yes- proceed to Q2

Note: It is unlikely that any political (State/County) organizations will meet both the conditions stated in question Q1 above.

Q2. As provided to you by your subcontractor, does the public have access to information about the compensation of the executives in the subcontractor's business or organization (the legal entity to which the DUNS number it provided belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d) or section 6104 of the Internal Revenue Code of 1986?

Answer: Full name of executive, compensation dollar Amount

The above information is required for the Federal Funding Accountability and Transparency Act (FFATA) reporting

Administrative Contact

Name:

Address:

City, State, Zip+4:

Telephone: - - Fax: - -

Email:

Financial Contact

Name:

Address:

City, State, Zip+4:

Telephone: - - Fax: - -

Email:

DEPARTMENT OR AGENCY NAME
COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT
DCEED-IMM

DEPARTMENT OR AGENCY NUMBER
FAAA

TASK ORDER AMENDMENT ROUTING NUMBER
17 FHHA 96751
To Original Task Order Routing Number
15 FHHA 74628

TASK ORDER AMENDMENT #4

This Task Order Amendment is made this **30th** day of **January**, **2017**, 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) for the use and benefit of the 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 contract routing number **13 FAA 00023.**

Pursuant to the terms and conditions of the Master Contract the parties entered into a Task Order Contract dated **November 5, 2014**, with encumbrance number **FHHA2015000000000134**, and task order contract routing number **15 FHHA 74628** hereafter referred to as the **"Original Task Order Contract"**, whereby the Contractor was to provide to the State the following:

> The goal of the Immunization Core Services Project is to reduce and eliminate vaccine preventable diseases in Colorado by increasing and maintaining immunization coverage. Local public health agencies shall provide core immunization services, according to established best practices, to improve the health of individuals and communities.

The State promises to **increase** the amount of funds to be paid to the Contractor by **Twenty Seven Thousand One Hundred Fifty Five Dollars**, **($27,155.00)** for the renewal term of **One year and 3 months,** ending on **June 30th, 2018**, 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 **15 FHHA 74628**; **as amended by Task Order Amendment #1, routing number 16 FHHA 85605; Grant Funding Change Letter #1, routing number 16 FHHA 88369; Task Order Amendment #2, routing number 17 FHHA 90332; Task Order Amendment #3, routing number 17 FHHA 94988 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. 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 **April 1st, 2017**, through and including **June 30th, 2018**. The maximum amount payable by the State for the work to be performed by the Contractor during this **renewal term** is **Twenty Seven Thousand One Hundred Fifty Five Dollars**, **($27,155.00)** for an amended **total** contract financial obligation of the State of **Sixty Nine Thousand Two Hundred Twelve Dollars**, **($69,212.00)**. This is an **increase** of **Twenty Seven Thousand One Hundred Fifty Five Dollars**, **($27,155.00)** of the amount payable from the previous term. Of the maximum amount for this **renewal term Twenty Thousand Six Hundred Fifteen Dollars**, **($20,615.00)** are attributable to a funding source of the State of Colorado and **Six Thousand Five Hundred Forty Dollars**, **($6,540.00)** are attributable to a funding source of the United States Government (see Catalog of Federal Domestic Assistance (CFDA) number **93.268**). Of the amended **total financial obligation** of the State referenced above **Fifty Thousand Nine Hundred Sixty Two Dollars**, **($50,962.00)** are attributable to a funding source of the State of Colorado and **Eighteen Thousand Two Hundred Fifty Dollars**, **($18,250.00)** 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 H**" and "**Exhibit I"**.

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 **April 1st, 2017**, 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 Commissioners 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 15 FHHA 74628
Contract Amendment #4 Routing Number 17 FHHA 96751

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

I. Entity Name: Gunnison County
Term: April 1, 2017 through June 30, 2018

II. Project Description:
This project serves to reduce and eliminate vaccine preventable diseases in Colorado by increasing and maintaining immunization coverage. Local public health agencies shall provide core immunization services, according to established best practices and standards, to improve the health of individuals and communities.

III. Definitions:

ACIP: Advisory Committee on Immunization Practices
CCC: Child Care Centers as defined by *Colorado State Board of Health Rule 6 CCR 1009-2*
CCR: Code of Colorado Regulations
CDC: Center for Disease Control and Prevention
CDPHE: Colorado Department of Public Health and Environment
CIIS: Colorado Immunization Information System
CIB: Colorado Immunization Branch
Deputization: The formal extension of authority to provide VFC vaccines to eligible underinsured children from a participating FQHC or RHC to another VFC-enrolled provider; typically a local public health agency. Previously called Delegation of Authority.
FQHC: Federally Qualified Health Center
LPHA: Local Public Health Agency
MOU: Memorandum of Understanding
RHC: Rural Health Center
Section 317 Vaccine: Vaccine funding used to support infrastructure critical to vaccine program success including vaccine for: uninsured and underinsured adults, outbreak response and preparedness support.
VFC: Vaccines for Children

IV. Work Plan:

Goal #1: Reduce vaccine preventable diseases in Colorado by increasing or maintaining immunization coverage.	
Objective #1: No later than the expiration date of the contract, the Contractor shall provide core immunization services intended to improve the health of individuals and communities.	
Primary Activity #1	The Contractor shall implement immunization services within its jurisdiction.

Sub-Activities #1	1. The Contractor shall vaccinate children eligible for VFC vaccine per ACIP recommendations. 2. The Contractor shall vaccinate persons eligible for Section 317 vaccine per ACIP recommendations. 3. The Contractor shall enter and submit immunization data into CIIS within thirty (30) days of vaccine administration. 4. The Contractor shall review the county level Immunization Rates Report for children 19-35 months of age and adolescents 13-17 years of age no later than thirty (30) days after distribution by CIB and compare to the *CDC National Immunization Surveys; Child and Teen* and CIIS-generated statewide rates provided by CIB in order to increase awareness of county versus state and national immunization rates. 5. The Contractor shall implement a minimum of one (1) evidence based strategy, such as CIIS reminder/recall, to reduce or eliminate coverage disparities by race, ethnicity and socio-economic status. 6. The Contractor shall promote informed vaccine decision making for consumers, healthcare providers, staff who administer immunizations, and policy makers through education. 7. The Contractor shall promote seasonal influenza vaccine, with new and existing partners, including those in the commercial sector, to improve preparedness in the event of an influenza pandemic. 8. The Contractor shall maintain a deputization MOU with an FQHC/RHC or serve as an FQHC/RHC. 9. The Contractor shall offer clients printed resource and referral materials that direct them to the nearest community Medicaid and Connect for Health Colorado enrollment location(s), including online enrollment options. 10. The Contractor shall provide information to schools and CCCs about the *Colorado State Board of Health Rule 6 CCR 1009-2* annual reporting deadline of December 1; respond to questions from schools and CCCs to assist in their preparation for reporting compliance; and follow up with schools and CCCs who fail to report their data.
Primary Activity #2	The Contractor shall increase or maintain staff immunization expertise.
Sub-Activities #2	1. The Contractor shall participate in the monthly CIB Immunization Update call or listen to the CIB provided audio recording of the call within thirty (30) days. 2. The Contractor shall participate in a minimum of one (1) immunization related training or conference.

Standards and Requirements	1. The Contractor shall utilize the final results of the *CDC National Immunization Surveys; Child and Teen* and CIIS-generated statewide rates provided by CIB via email communication in order to increase awareness of county versus state and national immunization rates. 2. The Contractor shall comply with the requirements for entering/submitting immunization data into CIIS as agreed to in the *CIIS Letter of Agreement* found within the online CIIS Resource Center located on the following website https://www.ciisresources.com. The content of this website is incorporated and made part of this task order by reference. 3. The Contractor shall comply with the ACIP recommendations for vaccine administration located on the following website http://www.cdc.gov/vaccines/acip/index.html. The content of this website is incorporated and made part of this task order by reference. 4. The Contractor shall promote compliance with school immunization rules within the *Colorado State Board of Health Rule 6 CCR 1009-2* located on the following website http://www.sos.state.co.us/CCR/GenerateRulePdf.do?ruleVersionId=6316. This document establishes immunization standards and is incorporated and made part of this task order by reference. 5. The Contractor shall comply with the requirements for utilizing VFC vaccine agreed to in the VFC Provider Enrollment Agreement packet as provided by CIB via certified mail. 6. The Contractor shall comply with the eligibility requirements for utilizing Section 317 vaccine as provided by CIB via email communication. 7. The Contractor shall utilize a minimum of one (1) evidence based strategy to eliminate coverage disparities by race, ethnicity and socio-economic status located on the following website www.thecommunityguide.org. The content of this website is incorporated and made part of this task order by reference. 8. The Contractor shall utilize deputization MOU guidance as provided by CIB via email communication. 9. CIB will provide programmatic technical assistance upon request. 10. Printed resource and referral materials for Medicaid and Connect for Health Colorado enrollment shall be available for clients with Limited English Proficiency (LEP). Contractors that routinely offer enrollment services on-site are exempt from this requirement because the services provided go beyond this minimum requirement. 11. Information on enrollment resources, referral locations, LEP and outreach and promotional materials are located on the following website https://www.colorado.gov/pacific/cdphe-lpha/administration-and-governance and

	are incorporated and made a part of this task order by reference. 12. 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.	
Expected Results of Activity(s)	Immunizations are provided, promoted and administered within the contractor's jurisdiction.	
Measurement of Expected Results	1. Data contained in Immunization Rates Report 2. Data contained in quarterly progress reports	
		Completion Date
Deliverables	1. The Contractor shall submit, annually, a signed VFC Provider Enrollment Agreement to the CDPHE via email to cdphe_vfc@state.co.us.	No later than 30 business days following the receipt of the enrollment packet
	2. The Contractor shall submit an electronic quarterly progress report via the following website https://fs9.formsite.com/ColoradoIMMprogram/2017CoreProgress-Report/index.html. The content of this website is incorporated and made part of this task order by reference.	No later than 30 calendar days following the last day of: March, June, September and December, annually

V. Monitoring:

CDPHE's monitoring of this contract for compliance with performance requirements will be conducted throughout the contract period by the CDPHE Contract Monitor. Methods used will include a review of documentation determined by CDPHE to be reflective of performance to include progress reports and other fiscal and programmatic documentation as applicable. The Contractor's performance will be evaluated at set intervals and communicated to the contractor.

VI. Resolution of Non-Compliance:

The Contractor will be notified in writing within **15** 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 CDPHE Contract Monitor 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.

BUDGET
Contract Routing Number 17 FHHA 96751

Original Budget	
Immunization Core Service Activities-Gunnison	
Federal (FY17-18)	
Federal 317 funds (April 1, 2017-June 30, 2018)	$6,540
State (FY17)	
State FY17 Tobacco Tax funds (April 1, 2017-June 30, 2017)	$3,086
State FY17 MSA funds (April 1, 2017-June 30, 2017)	$2,500
State FY17 GFND funds (April 1, 2017-June 30, 2017)	$876
State (FY18)	
State FY18 Tobacco Tax funds (July 1, 2017-June 30, 2018)	$11,307
State FY18 MSA funds (July 1, 2017-June 30, 2018)	$2,846
TOTAL AMOUNT:	$27,155