APPROVED TASK ORDER CONTRACT – WAIVER #154

This Task Order Contract is issued pursuant to Master Contract made on 01/17/2012, with routing number 13 FAA 00023

STATE:
State of Colorado for the use & benefit of the Department of Public Health and Environment
Disease Control and Environmental Epidemiology Division
Immunization
4300 Cherry Creek Drive South
Denver, Colorado 80246

CONTRACTOR:
Board of County Commissioners of Gunnison County
200 East Virginia Avenue
Gunnison, Colorado 81230-2297
for the use and benefit of the
Gunnison County Department of Health and Human Services
225 North Pine Street, Suite E
Gunnison, Colorado 81230-2333

TASK ORDER MADE DATE:
05/31/2013

CONTRACTOR ENTITY TYPE:
Colorado Political Subdivision

PO/SC ENCUMBRANCE NUMBER:
PO FHA EPI1457178

TERM:
This Task Order shall be effective upon approval by the State Controller, or designee, or on 07/01/2013, whichever is later. The Task Order shall end on 06/30/2015.

BILLING STATEMENTS RECEIVED:
Monthly

STATUTORY AUTHORITY:
N/A

PRICE STRUCTURE:
Cost Reimbursement

CONTRACT PRICE NOT TO EXCEED:
$73,632.00

PROCUREMENT METHOD:
Exempt

FEDERAL FUNDING DOLLARS: $0.00
STATE FUNDING DOLLARS: $73,632.00

BID/RFP/LIST PRICE AGREEMENT NUMBER:
Not Applicable

MAXIMUM AMOUNT AVAILABLE PER FISCAL YEAR:
FY 14: $36,816.00
FY 15: $36,816.00

LAW SPECIFIED VENDOR STATUTE:
Not Applicable

STATE REPRESENTATIVE:
Teri Lindsey
Department of Public Health and Environment
DCEED
Immunization
4300 Cherry Creek Drive South
Denver, CO 80246

CONTRACTOR REPRESENTATIVE:
Brenda Ryan
Gunnison County Department of Health and Human Services
225 North Pine Street, Suite E
Gunnison, Colorado 81230-2333

SCOPE OF WORK:
The Colorado Immunization Section (CIS) at the Colorado Department of Public Health and environment (CDPHE) will support immunization activities throughout the state through the following three projects: DTaP Winnable Battle, 317 Policy Transition, Child Care Inspections Standards (CHINS).

EXHIBITS:

The following exhibits are hereby incorporated:

Exhibit A - Additional Provisions (and its attachments if any – e.g., A-1, A-2, etc.)

Exhibit B - Statement of Work (and its attachments if any – e.g., B-1, B-2, etc.)

Exhibit C - Budget (and its attachments if any – e.g., C-1, C-2, etc.)

Exhibit D - Grant Funding Letter

GENERAL PROVISIONS

The following clauses apply to this Task Order Contract. These general clauses may have been expanded upon or made more specific in some instances in exhibits to this Task Order Contract. To the extent that other provisions of this Task Order Contract provide more specificity than these general clauses, the more specific provision shall control.

1. This Task Order Contract is being entered into pursuant to the terms and conditions of the Master Contract including, but not limited to, Exhibit One thereto. The total term of this Task Order Contract, including any renewals or extensions, may not exceed five (5) years. The parties intend and agree that all work shall be performed according to the standards, terms and conditions set forth in the Master Contract.

2. In accordance with section 24-30-202(1), C.R.S., as amended, this Task Order Contract is not valid until it has been approved by the State Controller, or an authorized delegee thereof. The Contractor is not authorized to, and shall not; commence performance under this Task Order Contract until this Task Order Contract has been approved by the State Controller or delegee. The State shall have no financial obligation to the Contractor whatsoever for any work or services or, any costs or expenses, incurred by the Contractor prior to the effective date of this Task Order Contract. If the State Controller approves this Task Order Contract on or before its proposed effective date, then the Contractor shall commence performance under this Task Order Contract on the proposed effective date. If the State Controller approves this Task Order Contract after its proposed effective date, then the Contractor shall only commence performance under this Task Order Contract on that later date. The initial term of this Task Order Contract shall continue through and including the date specified on page one of this Task Order Contract, unless sooner terminated by the parties pursuant to the terms and conditions of this Task Order Contract and/or the Master Contract. Contractor's commencement of performance under this Task Order Contract shall be deemed acceptance of the terms and conditions of this Task Order Contract.

3. The Master Contract and its exhibits and/or attachments are incorporated herein by this reference and made a part hereof as if fully set forth herein. Unless otherwise stated, all exhibits and/or attachments to this Task Order Contract are incorporated herein and made a part of this Task Order Contract. Unless otherwise stated, the terms of this Task Order Contract shall control over any conflicting terms in any of its exhibits. In the event of conflicts or inconsistencies between the Master Contract and this Task Order Contract (including its exhibits and/or attachments), or between this Task Order Contract and its exhibits and/or attachments, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority: 1) the

Special Provisions of the Master Contract; 2) the Master Contract (other than the Special Provisions) and its exhibits and attachments in the order specified in the Master Contract; 3) this Task Order Contract; 4) the Additional Provisions - **_Exhibit A**, and its attachments if included, to this Task Order Contract; 5) the Scope/Statement of Work - **Exhibit B**, and its attachments if included, to this Task Order Contract; 6) other exhibits/attachments to this Task Order Contract in their order of appearance.

4. The Contractor, in accordance with the terms and conditions of the Master Contract and this Task Order Contract, shall perform and complete, in a timely and satisfactory manner, all work items described in the Statement of Work and Budget, which are incorporated herein by this reference, made a part hereof and attached hereto as "**Exhibit B**" and "**Exhibit C**".

5. The State, with the concurrence of the Contractor, may, among other things, prospectively renew or extend the term of this Task Order Contract, subject to the limitations set forth in the Master Contract, increase or decrease the amount payable under this Task Order Contract, or add to, delete from, and/or modify this Task Order Contract's Statement of Work through a contract amendment. To be effective, the amendment must be signed by the State and the Contractor, and be approved by the State Controller or an authorized delegate thereof. This contract is subject to such modifications as may be required by changes in Federal or State law, or their implementing regulations. Any such required modification shall automatically be incorporated into and be part of this Task Order Contract on the effective date of such change as if fully set forth herein.

6. The conditions, provisions, and terms of any RFP attached hereto, if applicable, establish the minimum standards of performance that the Contractor must meet under this Task Order Contract. If the Contractor's Proposal, if attached hereto, or any attachments or exhibits thereto, or the Scope/Statement of Work - Exhibit B, establishes or creates standards of performance greater than those set forth in the RFP, then the Contractor shall also meet those standards of performance under this Task Order Contract.

7. **STATEWIDE CONTRACT MANAGEMENT SYSTEM** *[This section shall apply when the Effective Date is on or after July 1, 2009 and the maximum amount payable to Contractor hereunder is $100,000 or higher]*

By entering into this Task Order Contract, Contractor agrees to be governed, and to abide, by the provisions of CRS §24-102-205, §24-102-206, §24-103-601, §24-103.5-101 and §24-105-102 concerning the monitoring of vendor performance on state contracts and inclusion of contract performance information in a statewide contract management system.

Contractor's performance shall be evaluated in accordance with the terms and conditions of this Task Order Contract, State law, including CRS §24-103.5-101, and State Fiscal Rules, Policies and Guidance. Evaluation of Contractor's performance shall be part of the normal contract administration process and Contractor's performance will be systematically recorded in the statewide Contract Management System. Areas of review shall include, but shall not be limited to quality, cost and timeliness. Collection of information relevant to the performance of Contractor's obligations under this Task Order Contract shall be determined by the specific requirements of such obligations and shall include factors tailored to match the requirements of the Statement of Project of this Task Order Contract. Such performance information shall be entered into the statewide Contract Management System at intervals established in the Statement of Project and a final review and rating shall be rendered within 30 days of the end of the Task Order Contract term. Contractor shall be notified following each performance and shall address or correct any identified problem in a timely manner and maintain work progress.

Should the final performance evaluation determine that Contractor demonstrated a gross failure to meet the performance measures established under the Statement of Project, the Executive Director of the Colorado Department of Personnel and Administration (Executive Director), upon request by the Colorado Department of Public Health and Environment and showing of good cause, may debar Contractor and

prohibit Contractor from bidding on future contracts. Contractor may contest the final evaluation and result by: (i) filing rebuttal statements, which may result in either removal or correction of the evaluation (CRS §24-105-102(6)), or (ii) under CRS §24-105-102(6), exercising the debarment protest and appeal rights provided in CRS §§24-109-106, 107, 201 or 202, which may result in the reversal of the debarment and reinstatement of Contractor, by the Executive Director, upon showing of good cause.

8. If this Contract involves federal funds or compliance is otherwise federally mandated, the Contractor and its agent(s) shall at all times during the term of this contract strictly adhere to all applicable federal laws, state laws, Executive Orders and implementing regulations as they currently exist and may hereafter be amended. Without limitation, these federal laws and regulations include the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), as amended by §6062 of Public Law 110-252, including without limitation all data reporting requirements required there under. This Act is also referred to as FFATA.

THE PARTIES HERETO HAVE EXECUTED THIS CONTRACT

*** 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

Legal Name of Contracting Entity

Signature of Authorized Officer

Matthew Birnie

Print Name of Authorized Officer

County Manager

Print Title of Authorized Officer

STATE OF COLORADO:
John W. Hickenlooper, GOVERNOR

By_____
For Executive Director

Department of Public Health and Environment

Department 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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ADDITIONAL PROVISIONS
To Contract Dated 5/31/2013 - Contract Routing Number 14 FHA 57178

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

1. To receive compensation under this Task Order Contract, the Contractor shall submit a signed monthly customized CDPHE Reimbursement Invoice Form called "IMM FY 2014-15 Combined Projects Invoice". This form is accessible from the CDPHE internet website http://www.colorado.gov/cs/Satellite/CDPHE-Main/CBON/1251622941228 under Customized Invoice Forms. The CDPHE will provide technical assistance in accessing and completing the form. The CDPHE Reimbursement Invoice Form must be submitted within **forty five (45)** calendar days of the end of the billing period for which services were rendered. Expenditures shall be in accordance with the Statement of Work attached hereto as Exhibit B and incorporated herein and the associated Budget attached hereto as Exhibit C and incorporated herein.

   Submit completed CDPHE Reimbursement Invoice Form to the Immunization Section email box:

   Cdphe.cisinvoice@state.co.us

   To be considered for payment, billings for payments pursuant to this Task Order Contract must be received within a reasonable time after the period for which payment is requested, but in any event no later than s **forty five (45)** calendar days after the relevant performance period has passed. Final billings under this Task Order Contract must be received by the State within a reasonable time after the expiration or termination of this Task Order Contract; but in any event no later than **forty five (45)** calendar days from the effective expiration or termination date of this Task Order Contract.

   Unless otherwise provided for in this Task Order Contract, "Local Match", if any, shall be included on all invoices as required by funding source.

   The Contractor shall not use federal funds to satisfy federal cost sharing and matching requirements unless approved in writing by the appropriate federal agency.

2. Time Limit For Acceptance Of Deliverables.

   a. Evaluation Period. The State shall have **thirty (30)** calendar days from the date a deliverable is delivered to the State by the Contractor to evaluate that deliverable, except for those deliverables that have a different time negotiated by the State and the Contractor.

   b. Notice of Defect. If the State believes in good faith that a deliverable fails to meet the design specifications for that particular deliverable, or is otherwise deficient, then the State shall notify the Contractor of the failure or deficiencies, in writing, within **thirty (30)** calendar days of: 1) the date the deliverable is delivered to the State by the Contractor if the State is aware of the failure or deficiency at the time of delivery; or 2) the date the State becomes aware of the failure or deficiency. The above time frame shall apply to all deliverables except for those deliverables that have a different time negotiated by the State and the Contractor in writing pursuant to the State's fiscal rules.

   c. Time to Correct Defect. Upon receipt of timely written notice of an objection to a completed deliverable, the Contractor shall have a reasonable period of time, not to exceed **thirty (30)** calendar days, to correct the noted deficiencies.

3. Health Insurance Portability and Accountability Act (HIPAA) Business Associate Determination. The State has determined that this contract does not constitute a Business Associate relationship under HIPAA.

4. The State may increase or decrease funds available under this contract using a Grant Funding Letter substantially equivalent to **Exhibit D**. The Grant Funding Letter is not valid until it has been approved by the State Controller or designee.

STATEMENT OF WORK
To Contract Dated 05/31/2013 - Contract Routing Number 14 FHA 57178

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

I. **Project Description:** Immunization Combined Projects
The Colorado Immunization Section (CIS) at the Colorado Department of Public Health and Environment (CDPHE) will support immunization activities throughout the state through the following projects:

A. DTaP Winnable Battle
As one of Colorado's 10 Winnable Battles, and to reduce infectious disease that can be prevented with vaccination, Colorado will increase the percentage of children who are up to date on their diphtheria, tetanus and pertussis(DTaP) immunizations when they enter kindergarten.

B. 317 Policy Transition
In response to the Centers for Disease Control and Prevention (CDC) 317 policy change that prohibits the use of 317 funded vaccines on insured individuals, funding will support local public health agencies in the sustainable delivery of immunization services to insured individuals.

C. Child Care Inspections Standards (CHINS)
Funding will be used to improve the quality of child care health inspections completed by local public health agencies (LPHA) through the development and implementation of sustainable systems that address improved immunization rates with infection control practices in the child care setting.

D. Funding Period: July 1, 2013 through June 30, 2015

II. **Definitions:**

CCC	Child care center
CCNC	Child care nurse consultant
CDC	Center for Disease Control and Prevention
CDPHE	Colorado Department of Public Health and Environment
CHINS	Child Care Inspection Standards
CHP	Child Health Plan
CIIS	Colorado Immunization Information System
CIP	Colorado Immunization Program
CIS	Colorado Immunization Section
DHS	Department of Human Services
EH	Environmental Health
EHR	Electronic health records
DTaP	Diphtheria, Tetanus and acellular Pertussis
DTaP WB	DTaP Winnable Battle
IZ	Immunization
LPHA	Local public health agency
PHN	Public health nurse
PHNAC	Public Health Nurses Association of Colorado
RFA	Request for application
SOW	Scope of work
Tdap	Tetanus, Diphtheria and acellular Pertussis
VFC	Vaccines for Children

Performance Requirements/Deliverables:

A. DTaP Winnable Battle

i. Quarterly online progress reports shall be completed using the following link: http://fs9.formsite.com/ColoradoIMMprogram/IZCombinedProjectsPR/index.html

ii. Online report due dates are:

July-Sept 2013	due Oct 15, 2013
Oct-Dec 2013	due Jan 15, 2014
Jan-March 2014	due April 15, 2014
April-June 2014	due July 15, 2014
July-Sept 2014	due Oct 15, 2014
Oct-Dec 2014	due Jan 15, 2015
Jan-March 2015	due April 15, 2015
April-June 2015	due July 15, 2015

iii. A mid-project progress report shall be due July 15, 2014. The link will be provided by the CDPHE Immunization Program no later than July 1, 2014.

iv. A final, comprehensive progress report shall be due to the CIS by July 30, 2015. The link will be provided by the CDPHE Immunization Program no later than July 1, 2014.

Goal 1	**Increase DTaP coverage for kindergarten children**	Timeline
Objective 1-1:	By the end of the 1st month of each school year, determine the current rate of kindergarten children fully immunized with DTaP in Gunnison County.	
Activities to complete the objective	1. By 08/25/2013 advertise and hold special school immunization clinic for the 2013/2014 school year.	Aug. 2013
	2. By 08/25/2014 advertise and hold special school immunization clinic for the 2014/2015 school year.	Aug. 2014
	3. Attend kindergarten registration and Back-to-School nights for both Gunnison and Crested Butte to inform parents of immunization requirements and offer immunization educational materials.	April 2014
	4. By 10/01/2013, collaborate with 2 school attendance offices to review all vaccination records of kindergarten children for 2013-2014 school year using school records and CIIS (potentially using the recall/reminder function of CIIS)	Oct. 2013
Reporting Requirements/ Deliverables	DTaP immunization rates by school: Activity 1: • Number of shots administered during clinic by age group and vaccine type Activity 2: • No reporting requirements Activity 3: • Number of parents attending back to school night by location Activity 4: • Percentage of children up to date for DTaP by school grade • By school grade, the number and percent of children with a personal, medical, or religious exemption by vaccine. • By school grade, the number and percent of children who are in the process of obtaining the required vaccine • Percentage of children without the required immunization but nothing in the	

	• record indicating why they are not up to date	
Objective 1-2:	By the end of the each school year (2013-2014 and 2014-2015), increase the number of children fully immunized with DTaP by 5% from the previous year.	
Activities to complete the objective	1. Review quarterly the immunization status of all kindergarten children in Gunnison County: Sept. 2013, Dec. 2013, March 2014, June 2014, Sept. 2014, Dec. 2014, March 2015, and June 2015 2. By Aug. 2013 and Aug. 2014, review the previous year kindergarten children to determine rate of DTaP coverage 3. By Oct. 20, 2013 and Oct. 20, 2014, reminder cards will be mailed to all kindergarten children behind on immunizations for school entry. 4. At end of each school year do final review of immunizations for completeness and comparison to previous year	Sept./Dec. 2013, March, June, Sept, Dec 2014 Aug 2013/2014 Oct. 2013/2014 June 2014/2015
Reporting Requirements/ Deliverables	• Method for calculating the immunization status of kindergarteners • Calculated immunization rates by quarter • Comparison of immunization rates between school years with the percentage increase in the rate • Number of recall notices mailed and number returned undeliverable	
Objective 1-3:	By 08/15/13, expand vaccination availability hours in Crested Butte from 8 hours/month to 10 hours a month	
Activities to complete the objective	1. By 8/15/2013, set up standing announcement with local radio station to advertise expanded vaccination hours 2. By 8/15/2013, place advertisement in local newspaper to announce expansion of vaccination hours and times in Crested Butte 3. Expand current vaccination hours (8am-4pm) to 8am until 6pm each month	Aug. 2013 Aug. 2013 Aug. 2013
Reporting Requirements/ Deliverables	• Comparison of immunization rates pre and post expansion of clinic hours (or at least numbers immunized before and after expansion)	
Goal 2	Cocooning newborn contacts with Tdap	
Objective 2-1:	By the end of June 2015 immunize 200 close contacts of newborns with Tdap	
Activities to complete the objective	1. By 08/15/2013, put together and distribute immunization packets for prenatal and family practice providers in the community about newborn immunizations and importance of Tdap cocooning; Meet and educate providers about Tdap cocooning, immunization packets 2. By 08/15/2014, check with providers to see how many more packets are needed, redistribute more packets as needed 3. Check with local providers of Tdap quarterly to see how many Tdaps they are giving; Report on quarterly report for DTaP winnable Battle grant 4. By 10/30/2014 will provide Tdap to local child care center workers at annual ECC Child Care conference. 5. By 10/30/2015 will provide Tdap to local child care center workers at annual ECC Child Care Conference.	Aug. 2013 Aug. 2014 Aug/Oct2013 Jan/.April/July /Oct 2014/2015 Oct. 2014 Oct. 2015

Reporting Requirements/ Deliverables	• Number and type of providers met with • Number of Tdap shots administered by type of provider (If possible compare to the number of Tdaps administered prior to educating providers) • Number of child care center workers immunized with Tdap

B. 317 Policy Transition

i. Quarterly online progress reports shall be completed using this link: http://fs9.formsite.com/ColoradoIMMprogram/IZCombinedProjectsPR/index.html

ii. Online report due dates are:

July-Sept 2013	due Oct 15, 2013
Oct-Dec 2013	due Jan 15, 2014
Jan-March 2014	due April 15, 2014
April-June 2014	due July 15, 2014
July-Sept 2014	due Oct 15, 2014
Oct-Dec 2014	due Jan 15, 2015
Jan-March 2015	due April 15, 2015
April-June 2015	due July 15, 2015

iii. A mid-project progress report shall be due July 15, 2014. The link will be provided by the CDPHE Immunization Program no later than July 1, 2014.

iv. A final, comprehensive progress report shall be due to the CIS by July 30, 2015. The link will be provided by the CDPHE Immunization Program no later than July 1, 2015.

v. Guidelines for using vaccine starter packs:

1. Target Population: Non-VFC eligible pediatric clients, age 0 to 18 years who:
   a. Have insurance (if so, LPHA shall attempt to recover costs through billing)
   b. Self-pay (client pays directly for immunization services)
2. All vaccine doses must be reported to CIIS or Electronic Health Record as "Not VFC eligible";
3. Use "private" as funding source when adding vaccines into inventory;
4. Borrowing log must be used to track doses that could be moved to VFC stock to prevent wastage, just as if it was "privately purchased" vaccine.

Goal 1	**Prepare, initiate and evaluate private purchase vaccine contracts with vaccine manufacturers to administer to insured individuals**	Timeline
Objective 1-1:	By 08/01/13, set up accounts with vaccine manufactures and purchase vaccine for insured adults and children	

Activities to complete the objective	1. By 07/15/2013 evaluate current amount spent monthly on Private Purchase vaccine for 2014 county budget input and 2013 projection 2. By 07/31/2013, plan for 2013-14 year flu clinic and determine how to separate vaccine supplies and billing during mass clinic 3. By 8/15/2013 compare at least 2 distributors of multiple vaccine manufactures for cost comparison 4. By 09/15/2013 will evaluate current vaccine accounts for cost comparison and initiate new contracts as needed	July 2013 July 2013 Aug. 2013 Sept. 2013
Reporting Requirements/ Deliverables	• Current monthly amount spent on private vaccine by vaccine type • Method for separating vaccine supplies and billing between 317, VFC and privately insured during 2013/2013 flu clinic • Costs by distributer of multiple vaccine manufacturers • Evaluation results for current vaccine accounts and any new contracts initiated • For each vaccine manufacturer with an account: o The number of claims reviewed and submitted. o Number and percent of claims submitted that were reimbursed. o Number and percent of claims submitted that were reimbursed adequately o Number and percent of claims submitted that were denied (and if available reasons for denial)	
Objective 1-2:	By 09/30/2013, develop tracking system for ordering vaccine and maintaining stock of private purchase vaccine.	
Activities to complete the objective	1. By 12/31/2013 evaluate current tracking system, paper files for needed changes 2. By 12/31/2013 make changes to tracking system, filing system for vaccine manufactures billing/costs	Dec. 2013 Dec. 2013
Reporting Requirements/ Deliverables	• Description of current tracking system and needed changes identified	
Objective 1-3:	By 08/31/13, develop methods to separate vaccine types (VFC/Private Purchase/317)	
Activities to complete the objective	1. By 07/15/2013 label all vaccines with color coded labels and educate staff 2. By 09/30/2013 purchase bins to help separate vaccines in refrigerator/freezer 3. By 09/30/2013 purchase 2 high grade coolers to keep private funded and VFC/317 funded vaccine separated during off-site vaccine clinics	July 2013 Sept. 2013 Sept. 2013
Reporting Requirements/ Deliverables	• Number of vaccine doses by type of funding	
Goal 2	Secure and Maintain billing contracts for insurance companies.	
Objective 2-1:	By 12/31/13, determine rate of re-imbursement for private purchase vaccine from insurance companies	

Activities to complete the objective	1. By 08/31/2013, develop book to maintain current costs/reimbursement rates of vaccines 2. Quarterly monitor and review cost/reimbursements and adjust by: 10/31/2013, 01/15/2014, 04/15/2014, 07/15/2014, 10/15/2014, 01/15/2015, 04/15/2015 3. By 10/30/2013, will meet with insurance billing person to ensure that vaccine currently being billed is being paid by insurance companies and evaluate reimbursement of vaccines; Re-evaluate quarterly	Aug. 2013 Oct. 2013, Jan/April/July/ Oct. 2014 Jan/April 2015 Oct 2013
Reporting Requirements/ Deliverables	• List of health insurance plans to which claims are currently submitted • For each health insurance plan contracted with: o The number of claims reviewed and submitted. o Number and percent of claims submitted that were reimbursed. o Number and percent of claims submitted that were reimbursed adequately o Number and percent of claims submitted that were denied (and if available reasons for denial)	
Objective 2-2:	By 12/31/13, develop policies and procedures for insurance billing, both private and public	
Activities to complete the objective	1. By 12/31/2013, Procedural billing manual written 2. By 04/15/2014, educate additional staff to billing procedural manual 3. By 06/15/2014, re-evaluate and make any needed changes to billing manual	Sept. 2013 April 2014 June 2014
Reporting Requirements/ Deliverables	• Copy of procedure billing manual • Number and type of staff educated • List of changes to billing manual	

3. **Child Care Inspections Standards (CHINS)**
   a) Quarterly online progress reports shall be completed using this link: http://fs9.formsite.com/ColoradoIMMprogram/IZCombinedProjectsPR/index.html
   b) Online report due dates are:
      July-Sept 2013 due Oct 15, 2013
      Oct-Dec 2013 due Jan 15, 2014
      Jan-March 2014due April 15, 2014
      April-June 2014due July 15, 2014
      July-Sept 2014 due Oct 15, 2014
      Oct-Dec 2014 due Jan 15, 2015
      Jan-March 2015due April 15, 2015
      April-June 2015due July 15, 2015
   c) A mid-project progress report shall be due July 15, 2014. The link will be provided by the CDPHE Immunization Program no later than July 1, 2014.
   d) A final, comprehensive progress report shall be due to the CIS by July 30, 2015. The link will be provided by the CDPHE Immunization Program no later than July 1, 2015.

Goal 1	**Improve the quality of CCC health inspections by LPHA through collaboration with EH to reduce disease transmission in CCC**	Timeline
Objective 1-1:	By June 30, 2015 health inspections shall be completed at 5 CCC by EH and PHN in collaboration to strengthen the quality of the inspections.	

Activities to complete the objective	1. By 08/30/2013 collaborate with EH to review most recent co-visit by PHN and EH 2. By 12/31/2013 set date for next collaborative visit for 2 CCC by PHN and EH 3. By 04/30/2014 set date for next collaborative visit for 2 additional CCC by PHN and EH 4. By 05/30/2014 and 05/30/2015 (yearly) ongoing education of staff (new or experienced staff who have not been trained) on proper diapering methods	July 2013 Dec. 2013 March 2013 May 2014/2015
Reporting Requirements/ Deliverables	• Summary of agreed upon collaborating activities • Summary of collaboration outcomes or successes • Specific information included in each education or training event • Results of pre and post testing for each education or training event by type of group being trained	
Objective 1-2:	By 03/30/2014, develop formal education plan for staff on health related issues	
Activities to complete the objective	1. By 08/31/2013 collaborate with CCC directors to develop or redefine existing educational checklists and policies for staff on health related issues including immunization documentation 2. By 10/31/2013, 10/31/2014 (yearly) provide education of Food Safety by presenting Food Safety DVD prepared by Colorado State University extension to CCC and Home Providers 3. Universal Precautions class on as needed basis and to be offered at least yearly to CCC to educate new staff	Aug. 2013 Oct. 2013 Oct. 2013/2014
Reporting Requirements/ Deliverables	• Summary of agreed upon collaborating activities • Summary of collaboration outcomes or successes • Specific information included in each education or training event • Results of pre and post testing for each education or training event by type of group being trained	
Goal 2	Develop and Implement policy for review/education of Immunization of Children and staff in Child Care Centers	
Objective 2-1:	By 08/30/2013, develop policy for regular review of children's immunization records	
Activities to complete the objective	1. By 07/31/2013, review current immunization policy at 5 CCC and review with directors state licensing requirements regarding immunizations 2. By 10/30/2013 develop tool for regular review of immunization records utilizing CIIS 3. By 10/30/13, develop letter for CCC to utilize for parents regarding immunization policy, immunizations due, and any exemptions 4. By 11/30/13, review all immunization records of all enrolled children at 5 CCC utilizing CIIS and records presented by parents. Send letters to parents informing them of immunization policy and needed immunizations; Repeat quarterly	July 2013 Oct. 2013 Oct. 2013 Oct-Nov 2013

Reporting Requirements/ Deliverables	• Number and type of facilities without the required policies on file. • Number and type of facilities subsequently adopting the policies • Methods used in working with the facilities to ensure the policies are adopted and implemented • Number of children by age group identified as needing an immunization, by vaccine • Percent of children by age group that were recalled then subsequently brought up to date for individual vaccines	
Objective 2-2:	By 01/31/2014, educate staff and parents on immunizations and ways to prevent infectious disease in CCC	
Activities to complete the objective	1. By 10/30/2013, offer on-site flu vaccine for children and staff, Tdap for staff at 5 CCC 2. By 10/30/2014, offer on-site flu vaccine for children and staff, Tdap for staff at 5 CCC 3. Review education of staff on Universal Precautions yearly 4. By 01/30/2013 offer in-service to staff on common infectious diseases in 5 CCC 5. Advertise www.immunizeforgood.com website by including in notices informing parents of needed immunizations, CCC newsletters and place posters in appropriate settings 6. By Dec. 30, 2013 provide 5 CCC with information on the free 2.5 credit online immunization class; Record number of participants during the course of grant 7. During the month of April of 2014 and 2015 conduct media campaign for National Infant Immunization Week by placing ads in Gunnison and Crested Butte newspapers and doing 2 public service announcements (PSA) radio announcements	Oct. 2013 Oct. 2013 Oct. 2013/2014 Jan 2014 Nov 2013 Dec. 2013 April 2014/2015
Reporting Requirements/ Deliverables	• By CCC, percent of staff receiving flu and receiving Tdap vaccine • By CCC, percent of children receiving flu and receiving Tdap vaccine by age group • Results of pre and post testing for in-service training • Number of staff taking the online immunization course • Number of ads published by venue	

IV: Personnel:

a) Agency information:

Agency name	Gunnison County Public Health
Agency mailing address	225 N. Pine St. Suite E
Phone number	970-641-0209
Fax number	970-641-8346
Agency DUNS #	133155220
Agency FEIN #	84-6000770

b) Agency contact person:

Name	Brenda Ryan
Phone number	970-641-0209
Email address	bryan@gunnisoncounty.org

c) CIS DTaP Winnable Battle Project Manager:

Name	Jennifer Yara-Zelenski

Phone number	303-692-2661
Email address	Jennifer.Yara-zelenski@state.co.us

d) CIS 317 Policy Transition Project Manager:

Name	Marianne Koshak
Phone number	303-692-2353
Email address	Marianne.Koshak@state.co.us

e) CIS CHINS Project Manager:

Name	Jamie D'Amico
Phone number	303-692-2957
Email address	Jamie.Damico@state.co.us

f) CIP Vaccine Manager:

Name	Nicole Ortiz
Phone number	303-692-2334
Email address	Nicole.Ortiz@state.co.us

V: Monitoring:

CDPHE's monitoring of this contract for compliance with performance requirements will be conducted throughout the contract period by the CIP Project Manager, Contract Monitor and/or Evaluation Coordinator. Methods used will include review of documentation reflective of performance to include progress reports and invoices. 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.

VI: Resolution of Non-Compliance:

The Contractor will be notified by email within 15 days of discovery of a compliance issue. Within 30 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 by email and agreed to by both parties. If extenuating circumstances arise that require an extension to the time line, the Contractor must email a request to the Contract or Project 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 Remedies section of the General Provisions of this contract.

EXHIBIT C

BUDGET
To Contract Dated 05/31/2013 - Contract Routing Number 14 FHA 57178

Gunnison

DTaP Winnable Battle				
Expenses	**Describe in detail**	**CDPHE funding**	**In-kind**	**Total Budget**
Personal services including fringe benefits	RN- 208 hours @ $29.50 = $6136. This includes extra off-site clinics (Kindergarten registration etc.), record reviews & other administrative work, attending CDC conference and providing physician trainings.	$6,136		$6,136
Supplies & operating expenses	Educational materials $636 Office Supplies $638.50 Postage $127.50 Medical Supplies $550 (epi Pens x 4)	$1,952		$1,952
Other Operating Costs:				
Incentives	Free pass to Rec. Center or Trailhead Children's museum for children who are up to date 90 x $5.00= $450.00	$450		$450
Marketing	4 color ads for 2 newspapers	$737		$737
Contractual	PHNAC dues $45	$45		$45
Indirect	20% of direct cost	$1,864		$1,864
TOTAL		**$11,184.00**		$11,184.00

317 Policy Transition				
Expenses	**Describe in detail**	**CDPHE funding**	**In-kind**	**Total Budget**
Personal services including fringe benefits	RN time for inventory management- 8 hrs/month @$30.00/hr x 12 mos= $2880 Billing/insurance contract management: 18 hrs/month @$40.52 x 12 months = $8752	$11,632		$11,632
Supplies & operating expenses	CMS forms $75.00 Postage $200 Office Supplies $300	$575		$575
Travel	Public Health Conference travel: hotel, transportation, meals= $683.00	$683		$683
Other Operating Costs:				
Training	Public Health in the Rockies Conference Registration $250	$250		$250
Indirect	20% of Direct Cost	$2,628		$2,628
TOTAL		**$15,768.00**		$15,768.00

EXHIBIT C

CHINS				
Expenses	**Describe in detail**	**CDPHE funding**	**In-kind**	**Total Budget**
Personal services including fringe benefits	RN- 234 hrs total @ $29.5/hr.	$6,903		$6,903
Supplies & operating expenses	Case of Paper= $38.00 Ink Cartridge- $185.00 stamps- $169	$392		$392
Travel	RT to Crested Butte X 12 month mileage= $406.8 Travel expenses (mileage, meals, hotel) for Child Care Health Consultant Training, in Grand Junction $370	$777		$777
Other Operating Costs:				
Marketing	2 color ads in 2 newspapers	$263		$263
Training	Child Care Health Consultant Training conference registration	$25		$25
Indirect	18% of Direct Costs	$1,504		$1,504
TOTAL		**$9,864.00**		$9,864.00

Total funding for combined projects listed above: **$36,816.00**

EXHIBIT D

GRANT FUNDING CHANGE LETTER

Date:	State Fiscal Year:	Grant Funding Change Letter #	CMS Routing #

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 word here if previous amendment(s), renewal(s) have been processed] between the State of Colorado, Department of Public Health and Environment and Contractor's Name beginning Insert start date <insert start date of original contract> and ending on Insert ending date <insert ending date of current contract amendment>, the undersigned commits the following funds to the Grant:

The amount of grant funds available and specified in Section of <insert contract amendment number and routing number> is ☐ increased or ☐ decreased by $amount of change to a new total funds available of $ <insert new cumulative total> for the following reason: . Section is hereby modified accordingly.

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 , whichever is later.

STATE OF COLORADO John W. Hickenlooper, GOVERNOR Department of Public Health and Environment	PROGRAM APPROVAL:
By: Lisa Ellis, Purchasing & Contracts Unit 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
David J. McDermott, CPA

By: _____

Date: _____

Effective Date: 1/6/09-Rev 8/25/09

DCEED VENDOR INFORMATION FORM

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.:

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:

DCEED VENDOR INFORMATION FORM

Institution/Organization Legal Address ("Subcontractor")

Name: Gunnison County

Address: 200 E. Virginia Ave

City, State, Zip + 4: Gunnison, Co. 81230

EIN: 84-6000770 Institution type: Gov't Registered in CCR? Yes ☒ No ☐

Performance site same as address above? Yes ☐ No ☒ DUNS No.: 133115220

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: Carol Worrall

Address: 225 N. Pine

City, State, Zip+4: Gunnison, Co. 81230

Telephone: 970-641-7912 Fax: 970-641-8346

Email: cworrall@gunnisoncounty.org

Financial Contact

Name: Jane Wyman

Address: 200 E. Virginia Ave.

City, State, Zip+4: Gunnison, CO 81230

Telephone: 970-641-7671 Fax: 970-641-7643

Email: jwyman@gunnisoncounty.org