AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Suicide Prevention Grant Application; Colorado Dep

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement: BOCC & CDPHE Office of Suicide Preventionh

Term Begins: 07/01/2017 **Term Ends:** 6/30/2017 **Grant Contract #:**

Summary:

This is Yr. I of 5 yr. grant to prevent suicide.This grant would provide an 8 hr./wk. coordinator for the Community Crisis Coalition to provide leadership, conduct focus groups, media messaging, assessment of exiting programs and develop an evidence-based program.

Fiscal Impact: $19,954 for Yr I of 5 yr. cycle

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

Finance Review: (●) Required ( ) Not Required

Comments:
This application does include a 10% indirect cost reimbursement component, with no County match. If awarded will need to process a budget amendment request. No concerns. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 3/15/2017

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

Comments:
There is a portion of a sentence missing on page 5 under section 3(d) of the application which I notified Carol of yesterday. She informed me this would be corrected prior to the application being sent out. Provide that correction is made this grant application is good to go.

Reveiwed by: GUNCOUNTY1\gstuhr Discharge Date: 3/16/2017 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 3/17/2017

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

Agenda Date: 3/21/2017

Revised April 2015

Gunnison County Primary Suicide Prevention Program
RFA #5538

Section I. Application Narrative

1. Statement of Needs and Opportunities

The Community Crisis Coalition (CCC) was created in the spring of 2015 in response to a series of community losses; specifically the loss of three teens in 2014. This coalition is in need of a paid coordinator to formulate strategic communication, assessment with focus groups, planning and implementation of evidence-based programing. Therefore this application is for Priority #1. Community-based Primary Prevention Program.

As the 25 member group of the Community Crisis Coalition came together in an urgent response to the teen suicides, the group functioned without leadership. In the second year, the lack of leadership was clear and two individuals volunteered to serve a Chair and Co-Chair, beyond their existing full time jobs in other prevention work. The coalition continues to lack structure and direction, with inconsistent attendance. In 2016 nine adults committed suicide and membership and a sense of urgency swelled, but still without direction. This is due to the unmet need for a designated coordinator to direct strategic planning and communication.

Data summary for Gunnison County: 2010-2015 average 1-5 suicides per year. In 2016 there were 9 suicides ages 24 – 65+ years, all males except one female. Suicide is the 3rd leading cause of years of potential life lost as reported in the Colorado Violent Death Reporting System. Further analysis:

Contributing Factor	Gunnison County	Colorado
Problem with Alcohol	41%	27%
Weapon type = Firearm	73%	49%
Toxicology = Alcohol	45%	33%
Toxicology = Opioid	23%	16%
Toxicology = Marijuana	27%	12%

With the three teen suicides in 2014, rapid programing was implemented beginning with Sources of Strength that was implemented in two high schools and soon middle schools. Later a Communities That Care grant was awarded. These programs target youth. Two recent QPR offerings to the community through the Center For Mental Health had zero attendance. Despite being a Gun Shop project site, 6 out of the 9 suicides in 2016 used firearms. During Community Crisis Coalition discussions, the difficulty of reaching adults who are scattered throughout the county, do not sit in “school assemblies” etc., present challenges that require more creative engagement strategies.

Through focus groups conducted by the new coordinator, relevant risk and protective factors as well as how the target populations experience barriers and challenges will be identified and completed by 1/25/2018. This data will inform the coalition about strategic implementations of evidence-based programs for which the coordinator will research by 3/1/2018.

The Gunnison County Substance Abuse Prevention Project (GCSAP) was formed in 2007 as directed by CDPHE in response to high risk factors such as the ratio of liquor stores and bars to

the general population, that there is a college within the county and other factors. The County Health Ranking by RWJ is consistently negatively impacted by the Built Environment related to alcohol outlets. As part of the West Central Public Health Partnership that conducts health assessments every five years, Mental Health including Suicide and Substance Abuse were selected by key stakeholders in 2011 and 2016 as top priorities.

The driving force behind this application is to reduce the number of suicides within Gunnison County that aligns with the CVIP-MHP strategic plan of 2016-2020. The coalition coordinator, through this award, can direct the efforts of multiple partners to be strategic with greater impact on the overall well-being of the citizens of Gunnison County through increasing overall protective factors.

2. Project Design

a) Description of Overall Project Design:

Gunnison County Health and Human Services will utilize a primary prevention updating and process group in order to implement a community collaboration approach to suicide prevention. The Community Crisis Coalition is a group of community organizations and members that represent multiple different sectors that directly serve the CDPHE high-risk target populations. This Community Coalition has been in existence for the past two years without leadership and consistent structure. The goal of this project is to 1) provide leadership and structure to the existing group; 2) rename the group to better convey the purpose of the group to the members and community; 3) assess needs, risks, gaps and current protective factors for suicide prevention in our community through multiple activities; 4) have the group serve as an updating and process group for the community in order to increase collaboration and effective evidence-based primary prevention programming for suicide prevention as well as building political will to positively influence policy makers to support suicide prevention efforts.

Specific activities of the coordinator of the coalition: establish and facilitate the coalition meetings; create surveys and conduct focus groups of the targeted high risk populations as well as those who work the those individuals to determine risk and protective factors; conduct assessment of current local prevention strategies that are underway such as work being done by Gunnison County SIM awardee (integration of mental health into primary care settings and mental health stigma reduction that may include Man Therapy), Gunnison County Worksite Wellness group (offering Mental Health First Aid to employees), Gun Shop Project activities and others provided by The Center For Mental Health as well as integration services provided by Gunnison Valley Health Care System. The coordinator will also research available evidence-based primary prevention strategies that will guide the work of the coalition as well as reveal potential funding opportunity. This will include contacting the Prescription Drug Overdose Prevention Unit in VIP-MHP Branch of CDPHE to explore PDMP opportunities as well as trainings for providers. Coordinator will present results of focus group surveys to the coalition by 1/25/2018. Coordinator will create list of local existing suicide prevention activities as well as a list of potential evidence-based primary prevention programs and present both to the coalition. The coordinator will work with coalition to strengthen existing prevention efforts as

well as develop a process to identify gaps in services and potential programs to address those gaps. By 4/1/2018 the coordinator will assist in securing funds and ensuring the organization can implement suicide prevention programming for the identified target populations.
In an effort to build political will, the coordinator will prepare progress reports to present to Gunnison County Board of Health and up to two other government entities (Town of Crested Butte and Gunnison City Council) meetings in Dec. 2017 and March 2018.

With a designated staff as coordinator to assure providing these activities, the likelihood of completion is high as the scope of work has outlined specific outcomes with due dates. In addition, the reporting back to the coalition will assure accountability. The coordinator will work closely with the coordinator of the evidence-based Communities That Care project and much of the project will be modeled after CTC. Utilizing a local approach further enhances the likelihood of success as seen by an attendance of 80 community members and 20+ emergency responders at a local "Hope and Healing" meeting in contrast to minimal attendance at QPR offerings not connected to any local group.

The value to a local approach also includes "field testing" messaging with focus groups to ensure that they are culturally and linguistically appropriate. This will be done by consultation with staff from Gunnison County Multi-Cultural Resource Services. A member of the Student Life Program at Western State Colorado University volunteered as chairperson to the coalition and the campus offers sexual orientation, LGBTQ services.

By acquiring a designated coalition coordinator the goal of this project is to 1) provide leadership and structure to the existing group; 2) rename the group to better convey the purpose of the group to the members and community; 3) assess needs, risks, gaps and current protective factors for suicide prevention in our community through multiple activities; 4) have the group serve as an updating and process group for the community in order to increase collaboration and effective evidence-based primary prevention programming for suicide prevention as well as building political will to positively influence policy makers to support suicide prevention efforts.

The Crisis Coalition is a group of approximately 25 community members who represent multiple sectors; law enforcement (Sherriff and Police), Gunnison Valley Hospital, Gunnison County Medical Officer, Center for Mental Health, Gunnison County Health and Human Services and Public Health, Western State Colorado University, Gunnison County Juvenile Services, RE1-J School psychologist, Judicial representation, and community members. For the first year this coalition functioned without leadership. This past year two individuals volunteered to be the Chair and Co-Chair of the committee in order to provide some direction and help provide structure. The coalition has yet to develop structure; in part because there is no one who has work-time designated to this project and the number of community losses that we have experienced in the past two years.
The Gunnison Community Crisis Coalition has been serving as an updating and processing group for multiple organizations in our community. The coalition has tried to take on several tasks,

but has been most beneficial as a way for existing organization to identifying efforts and funding sources that already exist and establishing effective collaborations between community groups. The Gunnison Community Crisis Coalition has been impactful in serving as a process group and the members believe that this is an important community services that needs dedicated time to be most effective.

This request is for an eight hour a week position in order to bring structure to the current coalition, re-brand the coalition (we already have effective community coalitions and we don't want to confuse the public and the term crisis denotes an after the fact and trauma based work), and help create effective communication protocols across identified sectors.

The community group will serve as an updating and processing group that will serve under the One Valley Prosperity Project Health and Wellness coalition and directly report to Gunnison County Health and Human Services.

3. Capacity/Program Infrastructure

a) Mission Statement:

"The mission of the Department of Health and Human Services (HHS) is to provide culturally competent advocacy, prevention, protection, and support services to families of Gunnison and Hinsdale Counties so they can prosper and thrive in a healthy and supportive community." The Primary Prevention strategies proposed in this application will work to enhance protective factors and reduce risk factors which fully aligns with the mission statement for a healthy and supportive community.

b) Current and Past Programing

There has not been any previous official programming to address suicide prevention. About ten years ago an effort was made following a teen suicide to form a suicide prevention coalition that faced the same struggle as currently, relying on volunteer efforts of fulltime staff to direct a group. Efforts were made to expand presenters of QPR, but there was no long-term strategic planning and the group was not sustainable. Like the current coalition members, there are many local agencies and individuals who are passionate about this work, but leadership is essential. There is current programing related to suicide prevention taking place, but again they are not coordinated with each other and work within some isolation. Gunnison Valley Health has implemented several efforts including integrated mental health with primary care as well as some non-opioid options for pain management. Gunnison County DHHS has received the SIM grant as a part of a regional model with the West Central Public Health Partnership and will be hosting a Mental Health Summit in June 2017. Gunnison County Worksite Wellness program is organizing Mental Health First Aid offerings to be provided to employees during the work day. Very upstream primary prevention has been done by the Gunnison/Hinsdale Early Childhood Council in their efforts to implement social/emotional curriculum in childcare and preschool settings using the Pyramid Model that helps children learn to regulate their emotions. Gunnison County DHHS has had a Nurse Family Partnership program for over ten years. DHHS offers parenting classes (evidence-based Nurturing Parenting Program and Love and Logic). The 2017 BOCC Strategic Business Plan has added suicide prevention to their list of priorities as well as holding a recent work session where data and prevention activities were presented.

c) Qualifications of key staff

The qualifications for the coordinator position include minimum Bachelor of Science degree in a related field, strong preference for background in prevention work and group facilitation. The current part time Health Planner working on the SIM grant would be an ideal candidate as she has a MPH and extensive assessment and planning and coalition work. Other key staff include the director of the Gunnison County Substance Abuse Prevention Project who has a rich knowledge of prevention work, serves as the project director for CTC and is a professor at Western State Colorado University in the Psychology dept. Key staff have degrees in related fields and over 10 years of work experience collaborating with multiple agencies. The collaborative group is in place with a diversity and robust membership, and county leaders recognize the need for and are very supportive of primary suicide prevention efforts. By providing leadership for the coalition, our capacity to complete this work is very high.
Fiscal reporting will be done by Gunnison County Finance Department.

d) Additional Funding

Gunnison County is a SIM site and receives $9,500 through a regional project to address mental health stigma reduction and integration of mental health and primary care. Sharing staff with the CTC grant provides nearly $12,000 in salary. While this is not funds going directly to this suicide prevention project, a total of $21,092 from other sources are supporting staff working in very related areas of community-based mental health. The CTC project has received $10,000 from the City of Gunnison. This will support CTC efforts with youth while the city expressed interest expanding the pro

Future funding will be explored including PDMP program at CDPHE. Collaboration with the Center For Mental Health is ongoing and while separate local carve-outs have not happened, increased sharing of materials, field testing of messaging and planning of events can enhance this project.

e) Sustainability

The coordinator will assist in securing future funding. This will include grants as well as potential local support. Organizations represented in the coalition will also be responsible for this. See Scope of Work.

4. Evidence of Collaboration

a.) Collaborative Efforts

There are extensive collaborative efforts underway by the lead agency, Gunnison County Department of Health and Human Services, and the collaborating agency of Gunnison County Substance Abuse and Prevention Project (GCSAP) and have been for many years. GCSAP is utilizing the CTC model and will work closely with this project. One Public Health staff serves on the executive team for GCSAP. Two part-time Public Health staff also work with GCSAP on the Communities That Care grant. Several staff from GCSAP have worked in the Nurturing Parenting Program. Public Health participates in the Child Fatality Prevention System through a regional model. The Public Health Director is a member of the IOG for the HB 1451

Collaborative Management Program (CMP) and other Public Health staff attend their community meetings. Public Health spearheads the Health Domain of the Early Childhood Council. A Public Health staff member is working on the SIM grant through regional collaboration as well as working with the CTC project. DHHS is on the leadership team for the Community Health Coalition of the Gunnison Valley and the Health and Wellness subgroup of the Gunnison County One Valley Prosperity Project. More inclusion of individuals with "lived experience" needs to be done. Very shortly following a recent suicide event, one of the family members came to the Multi-Cultural Resource Services wanting to help any local prevention efforts. We will make efforts to reach out to such individuals.

b.) Diversity

The Community Crisis Coalition has 25 members represented by a diversity range of agencies including law enforcement, hospital, mental health, health & human services, college and school staff, juvenile services as well as judicial representatives. Following the CTC model utilizing focus groups of the target populations, the diversity of the coalition will be expanded.

c.) Examples of Successful Collaboration

DHHS collaborated with HB1451 CMP that resulted in significant reduction of out of home placement of cases in the Child Welfare program. The Early Childhood Council, a part of DHHS, collaborated with the local school district to implement the evidence-based Pyramid Model to reduce challenging behaviors. A countywide collaborative effort was the "One Valley Prosperity Project" (OVPP). With authentic community engagement, the OVPP project asked citizens from throughout the county to define prosperity, which identified valuing a caring and engaged community that is connected to Nature and supports a healthy and active lifestyle. The OVPP project has gone on to develop a strategic plan that includes an action plan with the Community Health Coalition of the Gunnison Valley. The Gunnison County Primary Suicide Prevention Project coordinator will serve under the OVPP Health and Wellness group. Gunnison County Public Health created the West Central Public Health Partnership in 2006. Through this six county collaboration, regional health assessments have been completed in 2007, 2011 and 2016 with local stakeholders selecting mental health (including suicide) and substance abuse as a top priority.

d.) Recruiting Partners

The coordinator will contact the newly BOCC appointed Veterans' Affairs individual to support focus group work with veterans and active members of the military. A family member of a recent suicide contacted the Multicultural Resource Services staff inquiring how to help with suicide prevention activities. Lacking current leadership, it is difficult to know how to refer such requests. The coordinator would be able to bring such people together as a part of those with "lived experiences".

5. Evaluation

The scope of work for this project provides very clear and specific measures thereby establishing most of the criteria for evaluation. Review of progress reports will verify that the work was completed. Presentations to the Coalition will be used to provide evaluations of the efforts made, how they could be improved or altered. The Gunnison County Primary Suicide

Prevention Project (GCPSPP) is modeled after the evidence-based CTC project. Utilizing an evidence-based model that shares staff working across disciplines on both the GCPSPP and the CTC project, assures close similarities to the two projects. And the most compelling evaluation is the reduction of suicides in Gunnison County.

Gunnison County Primary Suicide Prevention Program
RFA #5538

Section II. Scope of Work

Goal 1: Hire a program coordinator and rename the Community Coalition in order to best serve as an updating and processing group for multiple sectors across Gunnison County in order to address CDPHE's identified high risk groups.

Objective Number	Objective	Expected Outputs and Outcomes	Measurement	Responsible Agency/Personnel
1.1	Place ad and hire community suicide prevention coordinator	Post ad 07/03/2017 and hire coordinator by 7/17/2017	Ads placed and position hired	Department of Health and Human Services
1.2	Orient coordinator to existing community coalition	Coordinator will have an understanding of the community entities at the table and their roles by 8/1/2017	Coordinator will attend 2 orientations with the existing group	Department of Health and Human Services
1.3	Hold monthly meetings in order to convene community organizations across multiple sectors of high-risk populations and other community organizations in order to update on programming, funding and concerns.	Meetings held in order to continue collaboration amongst community organizations. 8/2017. 9/2017, 10/2017, 11/2017, 12/2017, 1/2018, 2/2018, 3/2018, 4/2018, 5/2018, 6/2018	Meetings held with notes documented	Suicide Prevention Coordinator and Community Group
1.4	Rename the existing coalition in order to better reflect the purpose of the group – primary suicide prevention	The Coordinator will work with existing group in order to create the new name by 8/15/2017	The new name and purpose/mission will be publicly announced.	Suicide Prevention Coordinator
1.5	Suicide Prevention Coordinator will survey the coalition in	The Coordinator will create a survey and	The Coordinator will write a summary	Suicide Prevention Coordinator

	order to ensure that all of CDPHE's high risk populations that exist in our community are represented in the group.	administer to the group 9/1/2017– based upon results the Coordinator will outreach to any identified high risks groups 9/15/2017	report for the group. 9/30/2017	

Goal 2: Conduct focus groups with individuals of high risk populations and organizations that serve the high risk populations in order to assess risk and protective factors/predisposing factors to suicidal behaviors

Objective Number	Objective	Expected Outputs and Outcomes	Measurement	Responsible Agency/Personnel
2.1	Hold Focus groups with individuals and organizations that serve - older adults (65+) and Veterans	Focus groups held by 10/15/2017	Focus groups held and report written 10/20/2017	Suicide Prevention Coordinator
2.2	Hold Focus groups with WSCU Spectrum (LGBTQ group) and High Risk Industries – first responders and construction workers	Focus Groups held by 11/15/2017	Focus groups held and report written 11/20/2017	Suicide Prevention Coordinator
2.3	Hold Focus groups with Legal system sub-groups	Focus Groups held by 12/15/2017	Focus groups held and report written 12/20/2017	Suicide Prevention Coordinator
2.4	Assess qualitative data and report on identified high risk and protective factors/predisposing factors identified by high risk groups	Report written by 1/5/2018	Report submitted and reviewed by community group 1/25/2018	Suicide Prevention Coordinator and Health and Human Services Data Analyst

Goal 3: Create a strategic plan in order to carry out primary suicide prevention strategies across all identified high-risk populations in our community that address risk and protective factors/predisposing factors.

Objective Number	Objective	Expected Outputs and Outcomes	Measurements	Responsible Agency/Personnel

3.1	Conduct an assessment of current community suicide prevention strategies that are currently being implemented to high-risk populations for our community..	List of current suicide prevention strategies is created 2/1/2018	List generated	Suicide Prevention Coordinator , Community Group, and CTC facilitator
3.2	Use the qualitative data report to guide research on evidenced-based prevention programs for identified gaps of services in our community	Generate list of evidenced-based programs for identified high-risk populations for our community by 3/1/2018	List generated	Suicide Prevention Coordinator and Community Group
3.3	Identify sources of funding and organizations for implementation across community organizations	Sustainable funding sources and (up to 2) organizations for implementation are identified by 3/15/2018	Sustainable funding sources and (up to 2) organizations for implementation are identified 3/15/2018	Suicide Prevention Coordinator and Community Group, Identified community organization
3.4	Work with identified organizations to secure funding and implement prevention programming	Assist in securing funds and ensuring organization can implement suicide prevention programming by 4/1/2018	Funding applied for and materials/training are secured.	Suicide Prevention Coordinator and Community Group, Identified community organization
3.5	Inform elected officials of coalition work.	Build political will for policy changes 7/or funding.	Present progress reports in Dec. 2017 and March 2018 to BOH and up to two other government mtgs.	Suicide Prevention Coordinator with Health & Human Services

STATE OF COLORADO

John W. Hickenlooper, Governor
Larry Wolk, MD, MSPH
Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

4300 Cherry Creek Dr. S.
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Laboratory Services Division
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Denver, Colorado 80230-6928
(303) 692-3090

www.colorado.gov/cdphe

Colorado Department of Public Health and Environment

Program: Remember to protect this form after you have entered the appropriate information (in highlighted areas) and before you post this document. Delete this instruction prior to posting.

REQUEST FOR APPLICATIONS COVER SHEET & SIGNATURE PAGE

Date: February 15, 2017
Submit Sealed Applications to: Colorado Department of Public Health & Environment
Office of Suicide Prevention
4300 Cherry Creek Drive South
Denver, CO 80246

RFA Number: 5538
CDPHE Contact: Sarah Brummett

Prevention Services Division/Office of Suicide Prevention
Community Grants FY 2018-2022

Per the attached specifications, terms and conditions

***F.E.I.N.:** 84-6600770

DUNS: 13-311-5220

Authorized Signature: _____

Original signature (in ink) acknowledges acceptance of all terms and conditions of the solicitation.

Typed/Printed Name: Matthew Birnie
Title: Gunnison County Manaer
Company Name: Gunnison County
Address: 200 E Virginia Ave.
City: Gunnison **State:** CO **Zip:** 81230
Phone Number: 970-641-0248 **Fax Number:** 970-641-3061
Contact for Clarifications: Carol Worrall
Title: Public Health Division Director, DHHS
Phone Number: 970-641-0209 **Fax Number:** 970-641-8346
Email Address: cworrall@gunnisoncounty.org

IMPORTANT: The following information must be on the outside of the Application Packaging or referenced in the subject line if the application may be submitted electronically:

RFA 5538 – February 15, 2017

Please be advised that telegraphic or electronic responses (Fax, Western Union, Telex, email, etc.) cannot be accepted as a sealed application. Applicants are urged to read the solicitation document thoroughly before submitting an application.
*Applicants are required to submit Federal Employer Identification Number (F.E.I.N.) via a W-9 form prior to contracting with the State of Colorado. F.E.I.N. referenced above must match BIDS registration to be eligible to submit a response and must match the required W-9 for contracting and payment.

THIS PAGE MUST BE COMPLETED, SIGNED (in ink) AND RETURNED WITH RESPONSE

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Attachment B: Applicant Summary Form

Organization Information:

Applicant Organization's Legal Name: Gunnison County

Organization's Street Address: 200 E. Virginia Ave.

City: Gunnison State: CO Zip Code: 81230

FEIN: 84-6000770

Colorado Bids Number:

Commented [SEB1]: What is this? Is this required on our end?

DUNS (Data Universal Numbering System): 13-311-5220

Type of Agency:

- ☐ Non-Profit, 501(c)3
- x☐ Local Government
- ☐ State Government
- ☐ Health System
- ☐ Local Mental Health Center
- ☐ Emergency Department/Hospital
- ☐ School
- ☐ Other:_____

Geographic Area Served by the Proposed Project:

County Name(s): Gunnison County

or ☐ Statewide

Geographic Target Area (community, neighborhood, school district, reservation, etc):_____Community_____

Estimates of Numbers to be Served:

Estimated number of clients to be served: 7,500

Funding Request:

Funds Requested: $ 20,000 Match Provided: $ _____

Type of Funding: x☐ New

Abstract (200 words or less): In the box below, please include a brief description of the target population, geographic area, outcomes, and services and/or activities.

The target population includes: seniors (65+), Veteran, LGBTQ group through the university's Spectrum group, high-risk industries (first responders and construction workers) and those involved with the Legal system subgroups. Through local date from various sources including the One Valley Prosperity Project regarding local employment sectors, it is estimated that the total target population is 7,500 individuals.

Gunnison County is a frontier county with two main population centers with federal designation of provider shortage in both mental health and medical care. Easy access to beautiful outdoor sites is always available and serves as a "protective factor" in prevention assessments, but the risk factors are many: lack of affordable housing, high concentration of liquor stores and bars, high cost of living, few good paying career jobs as 25% of employment is in leisure/hospitality sector as is true of many resort areas which are typically low paying.

Through focus group work done by the coordinator, authentic community engagement will provide accurate assessment of protective and risk factors that the target population experiences. This assessment will help inform evidence-based strategies that will use a shared risk and protective factors approach. The ultimate outcome will be to reduce the number of suicides in Gunnison County.

Contact Information and Signatures:

Project Director:

Name: Carol Worrall

Phone: 970-641-0209

Email: cworrall@gunnisoncounty.org

Signature

Organization Director:

Name: Matthew Birnie

Phone: 970-0248

Email: mbirnie@gunnisoncounty.org

Signature

Board Director:

Name: Phil Chamberland

Phone: 970-641-0248

Email: bocc@gunnisoncounty.org

Signature

Chief Fiscal Officer

Name: Linda Nienhueser

Phone: 970-7622

Email: lnienhueser@gunnisoncounty.org

Signature

COLORADO
Department of Public Health & Environment

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA 5538

Contractor Name	Gunnison County
Budget Period	(Year I of 5) 7/01/2017 to 6/30/2018
Project Name	Gunnison County Primary Suicide Prevention Project (GCPSPP)

Program Contact Name, Title, Phone and Email	Carol Worrall Public Health Div. Director, DHHS 970-641-0209 cworrall@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Finance Department 970-641-7679 jwise@gunnisoncounty.org

Expenditure Categories

Personal Services
Salaried Employees

List all salaried personnel to perform work for the project. Include proposed salaries, time and effort percentage (full time equivalent or FTE), and fringe benefits. In the justification, include the role and expected contribution of budgeted personnel. A description of how fringe benefits are projected and what components are included in the calculation (insurance, paid time off, etc.) must be included.

Position Title	Description of Work	Budget Item Supports SOW (Yes/No)	Gross or Annual Salary	Fringe	Percent of Time on Project	Total Amount Requested from CDPHE
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00

Personal Services
Hourly Employees

List all hourly personnel to perform work for the project. Include proposed salaries, time and effort percentage (full time equivalent or FTE), and fringe benefits. In the justification, include the role and expected contribution of budgeted personnel. A description of how fringe benefits are projected and what components are included in the calculation (insurance, paid time off, etc.) must be included.

Position Title	Description of Work	Budget Item Supports SOW (Yes/No)	Hourly Wage	Hourly Fringe	Total # of Hours on Project	Total Amount Requested from CDPHE
Coordinator of Project	Will manage all aspects of project: running coalition meetings, focus groups, writing progress reports, researching evidence-based prevention strategies, creating data-informed strategic plan with coalition, creating media messaging and monitoring grant.	yes	$20.27	$10.00	416	$12,592.32
						$0.00

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA 5538

Contractor Name	Gunnison County
Budget Period	(Year I of 5) 7/01/2017 to 6/30/2018
Project Name	Gunnison County Primary Suicide Prevention Project (GCPSPP)

Program Contact Name, Title, Phone and Email	Carol Worrall Public Health Div. Director, DHHS 970-641-0209 cworrall@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Finance Department 970-641-7679 jwise@gunnisoncounty.org

BOCC appointed Veteran Affairs position	Stipend to assist coordinator to create focus group for veterans and/or active duty military personnel.	yes				$100.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
						$0.00
					Total Personal Services (including fringe benefits)	**$12,692.32**

Supplies & Operating Expenses

Include list of all allowable operating expenses. The justification should describe the rationale, necessity and reasonableness of the operation costs budgeted. If rent is claimed as direct cost, provide a narrative justification which describes the prescribed policy including the effective date of the policy.

Item	Description of Item	Budget Item Supports SOW (Yes/No)	Rate	Quantity	Total Amount Requested from CDPHE
meeting meals	6 focus group mtgs of 15 people	yes	$8.00	90	$720.00
Coaliton mtg meals	11 mtgs with 20 members	yes	$8.00	220	$1,760.00
Photocopying	Written reports, meeting minutes etc.	yes	$0.10	500	$50.00
computer	fee includes IT support, will be needed to communicate with coaliton	yes	$98.00	12	$1,176.00
phone	needed for all coalition work	yes	$28.00	12	$336.00
media	Public messaging ad for suicide prevention	yes	$300.00	2	$600.00
office supplies	general supplies	yes	$400.00	1	$400.00
				Total Supplies & Operating Expenses	**$5,042.00**

Travel

Include all travel and indicate whether in-state or out-of-state. Include costs for attendance of any mandatory meetings. Include appropriate per diem, mileage or airfare rates or include link to current approved rates.

Item	Description of Item	Budget Item Supports SOW (Yes/No)	Rate	Quantity	Total Amount Requested from CDPHE
mileage	One training on suicide prevention &/or group facilitation to Denver	yes	$0.54	400	$214.00
food	County per diem $36/day rate	yes	$36.00	2	$72.00
lodging	1 night stay in order to attend distant training to improve skills	yes	$140.00	1	$140.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00

PREVENTION SERVICES DIVISION- 12 MONTH BUDGET WITH JUSTIFICATION FORM
RFA 5538

Contractor Name	Gunnison County
Budget Period	(Year I of 5) 7/01/2017 to 6/30/2018
Project Name	Gunnison County Primary Suicide Prevention Project (GCPSPP)

Program Contact Name, Title, Phone and Email	Carol Worrall Public Health Div. Director, DHHS 970-641-0209 cworrall@gunnisoncounty.org
Fiscal Contact Name, Title, Phone and Email	Jody Wise, Finance Department 970-641-7679 jwise@gunnisoncounty.org

					$0.00
				Total Travel	**$426.00**
Contractual Include all subcontracts planned to complete the proposed work. This includes, but not limited to, consulting and personal services subcontracts. Restrictions outline in the budget guidelines, including cost reimbursement terms, shall also apply to subcontracts. No subcontractor may be pre-paid for services. Describe how the subcontractor will be selected, the work to be performed, how the costs were calculated and expected deliverables.					
Subcontractor Name	**Description of Item**	**Budget Item Supports SOW (Yes/No)**	**Rate**	**Quantity**	**Total Amount Requested from CDPHE**
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
				Total Contractual	**$0.00**
				SUB-TOTAL BEFORE INDIRECT	**$18,160.32**
Indirect Please see Indirect Rate description in the Budget Reqirements Section of the RFA. No budget justification is required for the indirect rates.					
Item	**Description of Item**				**Total Amount Requested from CDPHE**
Federally-negotiated indirect cost rate					
CDPHE-approved indirect cost rate	10% rate				$1,816.00
De minimis indirect cost rate					
				Total Indirect	**$1,816.00**
				TOTAL	**$19,976**

COLORADO
Department of Public Health & Environment

SAMPLE BUDGET

PREVENTION SERVICES DIVISION- BUDGET WITH JUSTIFICATION FORM
Contract Routing

Contractor Name	ABC Health Center
Budget Period	7/1/13 - 6/30/14
Project Name	XYZ Project

Program Contact Name, Title, Phone and Email	Jane Smith, Executive Director, 303-888-5555, jane.smith@abchealthctr.or
Fiscal Contact Name, Title, Phone and Email	John Williams, Finance Director, 303-888-5556, john.williams@abchealthctr

Expenditure Categories

Personal Services
Salaried Employees

Position Title	Description of Work	Budget Item Supports SOW (Yes/No)	Gross or Annual Salary	Fringe	Percent of Time on Project	Total Amount Requested from CDPHE
Principal Investigator	The Principal Investigator will provide project oversight to include strategic planning and visioning, project management, ensuring deliverables are met, budget oversight and oversight of future implementation strategies of the XYZ project.	Yes	$85,000.00	$ 21,250	40%	$42,500
Project Manager	The project manager will provide overall coordination and oversight of the XYZ program. They will assist with staffing and training and will ensure continuous communication between project stakeholders.	Yes	$65,000.00	$ 16,250	100%	$81,250
Finance Manager	This position provides day to day management of funds and contracts by: Preparing budgets and requests for reimbursement, coordinating and approving budget adjustments and revisions as necessary, and by communicating billing concerns with contactors/vendors in order to bring any variances into compliance.	Yes	$36,000.00	$ 7,920	20%	$8,784

Personal Services
Hourly Employees

Position Title	Description of Work	Budget Item Supports SOW (Yes/No)	Hourly Wage	Hourly Fringe	Total # of Hours on Project	Total Amount Requested from CDPHE
Student Worker	The project anticipates hiring a graduate student worker (PhD candidate) at a rate of $22.50 to assist with project operations and evaluation activities as assigned for a period of 12 months and approximately 1000 hours.	Yes	$22.50	$5.63	1000	$28,130
Administrative Assistant	Administrative project support (copies, answering phone calls, mailing, scheduling trainings, etc) ($15 x 20 hours/week for 40 weeks)	Yes	$15.00	$3.75	800	$15,000
					Total Personal Services (including fringe benefits)	**$175,664**

PREVENTION SERVICES DIVISION- BUDGET WITH JUSTIFICATION FORM
Contract Routing

Contractor Name	ABC Health Center
Budget Period	7/1/13 - 6/30/14
Project Name	XYZ Project

Program Contact Name, Title, Phone and Email	Jane Smith, Executive Director, 303-888-5555, jane.smith@abchealthctr.or
Fiscal Contact Name, Title, Phone and Email	John Williams, Finance Director, 303-888-5556, john.williams@abchealthctr

Supplies & Operating Expenses					
Item	**Description of Item**	**Budget Item Supports SOW (Yes/No)**	**Rate**	**Quantity**	**Total Amount Requested from CDPHE**
Telephone lines/long distance and Internet services	The project will need a budget for telephone service, long distance charges, and internet access. Internet/server access services and telephone services cost averages $206.19 per person x 5 staff.	Yes	$ 206.19	5	$1,031
Public education visual aids	Visual displays will be used to provide education to community members by illustrating the health effects of cardiovascular disease. We anticipate purchasing 10 different displays, each with a different health focus. Approximate unit cost per visual display is $50.	Yes	$ 50.00	10	$500
Postage	Mailing of postcards to seniors (500 in database, $.25/postcard) to inform them of health prevention workshops	Yes	$ 0.25	500	$125
Copying/Printing	Printing of postcards ($1.50 for color x 500)	Yes	$ 1.50	500	$750
Office supplies	Copy paper for the project (5 reams @ $22/ream)	Yes	$ 22.00	5	$110
				Total Supplies & Operating Expenses	**$2,516**

Travel					
Item	**Description of Item**	**Budget Item Supports SOW (Yes/No)**	**Rate**	**Quantity**	**Total Amount Requested from CDPHE**
Mileage	Principal investigator will attend two mandatory trainings in Denver. Round trip is approximately 300 miles x 2 trips = 600 miles. Reimbursement at $.56/mile.	Yes	$ 0.56	600	$336
Meals	Principal investigator will attend two mandatory trainings in Denver. Meal estimate is based on current government per diem rate for Denver: Travel day per diem reimbursement at $49.50 and full day reimbursement at $66.00. Meals are not being provided during the trainings. (We anticipate two days of travel per diem and two days of full per diem for each training. (2 x $49.50) + (2 x $66) = $99 + $132 = $231/per training, per person.	Yes	$ 231.00	2	$462
Lodging	Overnight stay for PI to attend two mandatory meetings in Denver. Estimate is based on current government per diem rate for Denver. $149/night x 3 nights x 2 trainings	Yes	$ 149.00	6	$894
Parking	Parking downtown Denver for two mandatory meetings - $10/day x 6 days.	Yes	$ 10.00	6	$60
				Total Travel	**$1,752**

Contractual					
Subcontractor Name	**Description of Item**	**Budget Item Supports SOW (Yes/No)**	**Rate**	**Quantity**	**Total Amount Requested from CDPHE**

PREVENTION SERVICES DIVISION- BUDGET WITH JUSTIFICATION FORM
Contract Routing

Contractor Name	ABC Health Center
Budget Period	7/1/13 - 6/30/14
Project Name	XYZ Project

Program Contact Name, Title, Phone and Email	Jane Smith, Executive Director, 303-888-5555, jane.smith@abchealthctr.or
Fiscal Contact Name, Title, Phone and Email	John Williams, Finance Director, 303-888-5556, john.williams@abchealthctr

TBD	A contractor will be hired to determine community perceptions and needs related to obesity and chronic disease using participatory research strategies. The contractor will develop and implement a survey, conduct focus groups (minimum of 3), analyze data, and report on the results. This research is critical for achieving the proposed objectives and will guide remaining work in years two and three. Hiring a contractor is necessary (program staff do not possess the specialized research skills necessary to complete this phase of the work plan) and is more cost effective than hiring a full-time employee. A Request for Proposal will be used to select the contractor.	Yes	$ 7,500.00	1	$7,500
				Total Contractual	**$7,500**
				SUB-TOTAL BEFORE INDIRECT	**$187,432**
	Indirect				
Item	**Description of Item**				**Total Amount Requested from CDPHE**
Federally-negotiated indirect cost rate	Federally negotiated indirect cost rate of 33.99% of TDC				$63,708
CDPHE-approved indirect cost rate					
De minimis indirect cost rate					
				Total Indirect	**$63,708**
				TOTAL	**$251,140**

SAMPLE BUDGET

Attachment F: Administrative Information:

By submission of an application, the applicant agrees as follows:

A. Acceptance of RFA Terms

An application submitted in response to this RFA shall constitute a binding offer. The autographic signature of the applicant or of a designee legally authorized to execute contractual obligations shall indicate acknowledgment of this condition. A submission in response to this RFA acknowledges acceptance by the applicant of all terms and conditions, including compensation, as set forth herein.

B. Colorado Contract General Provisions and Special Provisions

The State of Colorado will incorporate standard General Provisions and Special Provisions into any contract resulting from this RFA. The terms of the Special Provisions are non-negotiable.

A sample of the most recent version of the General Provisions and Special Provisions can be found in **Attachment** E: *General and Special Provisions-Contract*. Provisions that actually appear in the final contract will reflect the approved State version at the time of contract execution.

C. Modification or Withdrawal of Applications

Applications may be modified or withdrawn by the applicant prior to the established submission due date and time.

D. Addendum or Supplement to Request for Applications

In the event that it becomes necessary to revise any part of this RFA, a modification will be posted at www.coosp.org . It shall be the responsibility of the applicants to regularly monitor the web site for any such postings. Failure to retrieve such modifications, and include their provisions in your application, may result in your application being disqualified.

Should the applicant find any part of the solicitation to be discrepant, incomplete, or otherwise questionable in any respect, the applicant shall be responsible to call such matters to the attention of the Outgoing Grants Management Officer immediately. Failure to do so shall be at the applicant's risk. Amendments to this solicitation will be official only if published on www.coosp.org . Applicants should not rely on verbal statements that alter this solicitation.

E. Oral Presentations/Site Visits

Applicants may be asked to make oral presentations or to make their facilities available for a site inspection by the evaluation committee. Such presentations and/or site visits will be at the applicant's expense.

F. Rejection of Applications

The State of Colorado reserves the right to reject any or all applications received in response to this RFA, to waive informalities and minor irregularities in applications received, and to accept any portion of an application or all items proposed if deemed in the best interest of the State of Colorado to do so.

G. Confidential/Proprietary Information

Any restrictions of the use or inspection of material contained within the application shall be clearly stated in the application itself. Written requests for confidentiality shall be submitted by the applicant with the application. The applicant must state specifically what elements of the application are to be considered confidential/proprietary and must state the statutory basis for the request under the Public (open) Records Act. (§24-72-201 et seq., C.R.S.) Confidential or proprietary information must be readily identified, marked and separated from the rest of the application. Co-mingling of confidential and/or proprietary and other information is NOT acceptable. Neither an application in its entirety, nor application price information will be considered confidential and proprietary. Any information that will be included in any contract resulting from the RFA cannot be considered confidential.

The CDPHE will make a written determination as to the apparent validity of any written request for confidentiality. In the event the CDPHE does not concur with the applicant's request for confidentiality, the written determination will be sent to the applicant. Ref §24-72-201 et seq., C.R.S., as amended, Public (open) Records Act.

Applicant(s) acknowledge that they may come into contact with confidential information contained in the records or files of the State in connection with any resulting contract or in connection with the performance of its obligations under any resulting contract. The awarded applicant(s) shall keep such records and information confidential and shall comply with all laws and regulations concerning the confidentiality of such records to the same extent as such laws and regulations apply to the State.

The awarded applicant(s) shall notify its employees that they are subject to the confidentiality requirements as set forth above, and shall provide each employee with a written explanation of the confidentiality requirement before the employee is permitted access to confidential data. Awarded applicant(s) shall provide and maintain a secure environment that ensures confidentiality. The confidentiality of all information will be respected and no confidential information shall be distributed or sold to any third party nor used by awarded applicant(s) or its assignees and/or subcontractors in any way except as authorized by this contract. Confidential information shall not be retained in any files or otherwise by awarded applicant(s). Disclosure of such information may be cause for legal action against the awarded applicant(s). Defense of any such action shall be the sole responsibility of the awarded applicant(s). Unless directed otherwise, awarded applicant(s) is required to keep all State information in a secure, confidential manner.

H. Response Material Ownership

The State of Colorado has the right to retain the original application and other RFA response materials for our files. As such, the State of Colorado may retain or dispose of all copies as is lawfully deemed appropriate. The State of Colorado has the right to use any or all information/material presented in reply to the RFA, subject to limitations outlined in the Proprietary/Confidential Information clause. Applicant expressly agrees that the State may use the materials for all lawful State purposes, including the right to reproduce copies of the material submitted for purposes of evaluation, and to make the information available to the public in accordance with the provisions of the Public Records Act.

I. Application Prices

Applicant testifies that submitted prices were arrived at independently and there was no collusion involved.

J. RFA Cancellation

The State reserves the right to cancel this Request for Application in its entirety or individual phases at any time, without penalty.

K. Conflict of Interest/Organizational Conflict of Interest

By submission of a RFA response, the applicant agrees that at the time of contracting the proposer has no interest, direct or indirect, that would conflict in any manner or degree with the performance of the required services and obligations. The applicant shall guarantee that in the performance of the contract they shall not employ any person having any such known interest. Applicants are required to disclose all current or pending projects with the State of Colorado, and/or political subdivisions. Applicants must include all potential conflicts related to this solicitation and any other services related to this project at the time of response submission and during contract performance. Applicants must explain any State employment affiliation.

Any business entity or person is prohibited from being awarded a contract if the business entity or person has an "Organizational Conflict of Interest" with regard to this solicitation and the resulting contract(s).

No person or business entity who was engaged by the State to prepare the original RFA shall be eligible to participate (directly or indirectly) in the submission of an application for this solicitation

IF:

1. Such person or entity had prior access to source selection information related to this procurement process, and
2. That prior access included, but was not limited to: requirements, statements of work, or evaluation criteria.

The State considers such engagement or access to be an Organizational Conflict of Interest, which would cause such business entity or person to have an unfair competitive advantage.

If the State determines that an Organizational Conflict of Interest exists, the State, at its discretion, may cancel the contract award. In the event the successful applicant was aware of an Organizational Conflict of Interest prior to the award of the contract and did not disclose the conflict to the procuring agency, the State may terminate the contract for default. The provisions of this clause must be included in all subcontracts for work to be performed by subcontractors in connection with the performance of the contract, with the terms "contract," "contractor," and "contracting officer" modified appropriately to preserve the State's rights.

L. Present/Former Employee Standards of Conduct – Disclosures

Pursuant to sections 24-18-101 and 201, et. seq., C.R.S., and section 24-50-507, C.R.S., former and present public employees and officials may not "be interested" in some State Agency contracts and are prohibited from engaging in certain activities in relation to State contracts. The State reserves the right to void or terminate contracts entered into in contravention of those provisions, or contracts in which a current State employee performs any contract administration function involving the use of State time or resources or that is otherwise contrary to State law. Notwithstanding the disclosure provisions in section 24-18-201, C.R.S., the State reserves the right to disqualify any application, or void or terminate any contract involving the participation or use of a present or former employee within the meaning of that section where such disqualification or termination is deemed to be in the best interest of the State. At the time of the submission of any application, the contractor shall disclose to the Procuring Agency the identity, organization, and nature of participation of any present or former employee (who terminated State employment within six months prior to the date of receipt of applications) participating in development of the application. Further, the contractor shall disclose during contract performance the identity, organization, and nature of participation of any present or former employee (who terminated State employment within six months prior to the date of any resulting contract or purchase order).

M. Selection of Successful Application and Notice of Intent to Award

The State reserves the right to make an award on receipt of initial applications, so applicants are encouraged to submit their most favorable application at the time established for receipt of applications. Applicants not meeting the requirements identified in the RFA shall be ineligible for further consideration. The State may conduct discussions with applicants in the competitive range (those most responsive to the requirements and reasonably susceptible of being selected for award) for the purpose of promoting understanding of the State's requirements and the applicant's application, to clarify requirements, make adjustments in services to be performed, and in prices. Changes to applications, if permitted, will be requested in writing from applicants.

N. Requirement for Valid Contract

The State Agency will not be responsible for any products delivered or services performed prior to issuance of a purchase order signed by an authorized representative of the State Agency's purchasing department, or a contract signed by a duly authorized representative of the State Agency and approved by the State Controller or designee.

O. Award of Contract/Standard (Model) Contract/Legislative Changes

The award will be made to that applicant(s) whose application, conforming to the RFA, has been determined to be responsive and responsible and most advantageous to the State of Colorado,

considering the evaluation factors set forth in this announcement. A contract must be completed and signed by all parties. In the event the parties are unable to enter into a contract in a reasonable timeframe, the State may elect to rescind the "Notice of Intent to Make an Award" communication and make the award to the next most responsive and responsible applicant. The successful applicant(s) is required to enter into a formal Contract with CDPHE. The State of Colorado reserves the right to amend the contract in response to future legislative changes that affect this project.

P. Term of the Contract

This RFA may result in one or more multiple year contracts with renewal periods not to exceed five years. The initial contract will be effective upon approval by the State Controller's designee for one year. The contract may be renewed for up to four additional one-year periods, at the sole discretion of the State, contingent upon contractual requirements being satisfied and funds being appropriated, budgeted, and otherwise made available.

Q. Acceptance of Application Content

The contents of the application (including persons specified to implement the project) of the successful applicant will become contractual obligations if acquisition action ensues. Failure of the successful applicant to accept these obligations in a contract, purchase order, or similar acquisition instrument may result in cancellation of the award and such applicant may be removed from future solicitations.

R. Order of Precedence

In the event of any conflict or inconsistency between terms of this request for application and the offer, such conflict or inconsistency shall be resolved first, by giving effect to the terms and conditions of the contract, second to the request for application, and third, to the application.

S. Venue

The parties agree that venue for any action related to performance of this application shall be in the City and County of Denver, Colorado.

T. Withholding of Debts Owed to State Agencies

Pursuant to C.R.S. §24-30-202.4 (as amended), the State Controller may withhold debts owed to State agencies under the vendor offset intercept system for: (a) unpaid child support debt or child support arrearages; (b) unpaid balance of tax, accrued interest, or other charges specified in Article 22, Title 39, C.R.S.; (c) unpaid loans due to the student loan division of the department of higher education; (d) owed amounts required to be paid to the unemployment compensation fund; and (e) other unpaid debts owing to the State or any agency thereof, the amount of which is found to be owing as a result of final agency determination or reduced to judgment as certified by the Controller.

U. State Ownership of Contract Products / Services

All products/services produced in response to the contract resulting from this RFA will be the sole property of the State of Colorado, unless otherwise noted in the RFA.

V. Incurring Costs

The State of Colorado is not liable for any cost incurred by applicants prior to issuance of a legally executed contract or procurement document. No property interest of any nature shall occur until a contract is awarded and signed by all concerned parties.

W. Non-Discrimination

The applicant shall comply with all applicable state and federal laws, rules and regulations involving non-discrimination on the basis of race, color, religion, national origin, age or sex.

X. Parent Company

If an applicant is owned or controlled by a parent company, the name, main office address, and parent company's tax identification number must be provided in the solicitation response. The tax identification number provided must be that of the applicant responding to the RFA. The applicant must be a legal entity with the legal right to contract and must be registered in the State of Colorado to conduct business.

Y. News Releases

No news releases pertaining to this RFA shall be made prior to execution of the contract without prior written approval of CDPHE.

Z. Contract Cancellation

CDPHE reserves the right to cancel, for cause, convenience, or lack of fiscal funding, any contract resulting from this RFA by providing timely notice to the contractor.

AA. Taxes

CDPHE, as purchaser, is exempt from all federal excise taxes under Chapter 32 of the Internal Revenue Code (Registration No. 84-730123K). CDPHE's Colorado State and Local Sales Tax Exemption Number is 98-02565. Applicant is hereby notified that when materials are purchased in certain political sub-divisions (for example in the City of Denver) the applicant may be required to pay sales tax even though the ultimate product or service is provided to the State of Colorado. This sales tax will not be reimbursed by the State.

BB. Assignment and Delegation

Except for assignment of antitrust claims, neither party to any resulting contract may assign or delegate any portion of the contract without the prior written consent of the other party.

Awarded contractor(s) will be allowed to subcontract portions of this RFA. Awarded contractor(s) shall be fully accountable to the CDPHE and shall ensure that all subcontractors agree to and comply with the terms and conditions of the contract. During contract performance, the CDPHE may request and awarded vendor(s) shall provide proof of subcontractor compliance with CDPHE terms and conditions.

CC. Availability of Funds

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 the event funds are not appropriated, any resulting contract will become null and void, without penalty to the State of Colorado.

DD. Selection and Evaluation:

An Evaluation Committee will evaluate the merits of applications received in accordance with the evaluation factors stated in this RFA and identify the application that is most advantageous to the state. While numeric evaluations may be used in some aspects of the process to identify strengths and weaknesses of applications, and to establish a ranking, the final decision will be a business decision by the State and will not be based on a numerical score. A Decision Memorandum will document the basis for the award decision.

The technical aspects of applications will be assessed based on the soundness of the applicant's approach and the applicant's understanding of the requirement. Past experience/qualifications will be assessed by considering the extent to which the qualifications, experience, and past performance are likely to foster successful, on-time performance. Technical and past experience assessments may include a judgment concerning the potential risk of unsuccessful or untimely performance, and the anticipated amount of State resources necessary to insure timely, successful performance. The State reserves the right to include the State of Colorado and other states as additional references and may use all information available regarding past performance as defined in C.R.S. §24-102-205 et.seq. The State also reserves the right to call references only on the selected applicant(s) as a method of determining responsibility.

Failure of the applicant to provide any information requested in this RFA may result in disqualification of the application. This responsibility belongs to the applicant.

Applicants should not assume that they will have an opportunity for oral presentations or revisions of applications, so they should submit their most favorable applications as their initial application. If

award is not made on receipt of initial applications, applicants in the competitive range (those most responsive to the requirements and reasonably susceptible of being selected for award) may be provided an opportunity to make an oral presentation. The oral presentation may be held for the purpose of clarification and to ensure full understanding of and responsiveness to solicitation requirements.

If application revisions are permitted after oral presentations and discussions, a date will be established in writing by the State for submission. Applicants will not be provided an opportunity for comprehensive application revisions.