Kittitas County
Review Form
Grants & Contract Agreement

Today's Date 04/20/2015		Agenda Date
Fund/Department 116-Public Health		

Contract/Grant Information

Contract /Grant Agency: Consolidated Contract Amendment 2		
Period Begin Date: January 1, 2015		Period End Date: December 31, 2017
Total Grant/Contract Amount: Increase of 528.00 for a revised maximum consideration of$99,528.00		
Grant/Contract Number: C17114		

Contract/Grant Summary:

The Consolidated Contract Amendment 2 Amends Statements of Work for the following programs:

- Emergency Preparedness & Response- Effective January 1, 2015- June 30, 2015

Exhibit B-2 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-1 Allocations as follows:

- Increase of $528.00 for a revised maximum consideration of $99,528.00

Recommendation for Board of Health and Board of Health Review on _____

Department Head Signature: _____, Administrator Date:_____

Kittitas County Prosecutor, Auditor, and Board of Health Review and Comment:

APPROVED AS TO FORM:

_____

Signature of Prosecutor's Office Date

_____

Signature of Auditor's Office Date

_____

Signature of Board of Health member Date

Financial Information

Total Amount $528	State Funds $	Federal Funds $528

Percentage County Funds	Matching Funds $	CFDA#93.069
	In-Kind $ Explain	
Is Equipment being purchased?	Who owns equipment?	
New Personnel being hired?	Contact HR hiring – reporting requirements	
Future impacts or liability to Kittitas County:		

Budget Information

Budget Amendment Needed?	Yes ☐ attach budget form	No ☒ Why not
New Division Created?		
Revenue Code 116-612.88.3.333.93.069		

Pass Through Information

Agency to Pass Through	
Amount to Pass Through	$
Sub-Contract Approved	Date:

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes ☐ No ☐

County Departments Impacted

	Auditor		Facilities Maintenance
	Information Services		Human Resource
	Prosecutor		Treasurer

Submitted

Signature:	Date:
Department:	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	
Who Signed the grant application	

Reviewer	Date

KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT
2015 – 2017 CONSOLIDATED CONTRACT

CONTRACT NUMBER: C17114 **AMENDMENT NUMBER: 2**

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as "DOH", and KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT hereinafter referred to as "LHJ", pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, attached and incorporated by this reference, are amended as follows:

   ☐ Adds Statements of Work for the following programs:

   ☒ Amends Statements of Work for the following programs:

   - Emergency Preparedness & Response - Effective January 1, 2015

   ☐ Deletes Statements of Work for the following programs:

2. Exhibit B-2 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-1 Allocations as follows:

   ☒ Increase of **$528** for a revised maximum consideration of **$99,528**.

   ☐ Decrease of _____ for a revised maximum consideration of _____.

   ☐ No change in the maximum consideration of _____.
   Exhibit B Allocations are attached only for informational purposes.

3. Exhibit C-2 Schedule of Federal Awards, attached and incorporated by this reference, amends and replaces Exhibit C-1.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT

_____
Date

STATE OF WASHINGTON
DEPARTMENT OF HEALTH

_____
Date

APPROVED AS TO FORM ONLY
Assistant Attorney General

2015-2017 CONSOLIDATED CONTRACT
EXHIBIT A
STATEMENTS OF WORK
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Exhibit A
Statement of Work
Contract Term: 2015-2017

DOH Program Name or Title: Emergency Preparedness & Response - Effective January 1, 2015

Local Health Jurisdiction Name: Kittitas County Public Health Department

Contract Number: C17114

SOW Type: Revision **Revision # (for this SOW)** 2

Funding Source	Federal Compliance (check if applicable)	Type of Payment
☒ Federal Subrecipient ☐ State ☐ Other	☒ FFATA (Transparency Act) ☐ Research & Development	☒ Reimbursement ☐ Fixed Price

Period of Performance: January 1, 2015 through June 30, 2015

Statement of Work Purpose: The purpose of this statement of work is to establish the funding and tasks for the Public Health Emergency Preparedness and Response program for the 2015 grant period through June 30, 2015.

Revision Purpose: The purpose of this revison is to add PHEP unspent funding from the 2012-2014 contract.

Chart of Accounts Program Name or Title	CFDA #	BARS Revenue Code	Master Index Code	Funding Period (LHJ Use Only) Start Date	Funding Period (LHJ Use Only) End Date	Current Consideration	Change Increase (+)	Total Consideration
FFY14 EPR LHJ FUNDING	93.069	333.93.06	18101630	01/01/15	06/30/15	23,046	528	23,574
FFY14 EPR PLANNING & EXERCISES	93.069	333.93.06	18101540	01/01/15	06/30/15	24,078	0	24,078
TOTALS						**47,124**	**528**	**47,652**

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
Admin 1	Complete reporting templates to comply with federal grant requirements (e.g., performance measures, gap analysis, etc.)		Submit completed templates.	As required	Reimbursement for costs, not to exceed total funding consideration amount.
Admin 2	Attend emergency preparedness events (monthly program update calls, quarterly workshops, etc.) hosted by DOH.		Submit end-of-year reporting template.	June 30, 2015	
1.1	Create a press release template for "do1thing" and submit press releases monthly in order to educate public on emergency preparedness, identified hazards and vulnerabilities in the county and the relationship of risk to human impact.		Submit end-of-year reporting template.	June 30, 2015	
1.2	Collect and assess local child care providers required disaster plans. Assist agencies in communicating plans to guardians/community.		Submit end-of-year reporting template.	June 30, 2015	

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
3.1	Train staff in National Incident Management System (NIMS) and provide emergency preparedness and response professional educational opportunities for staff.		Submit end-of-year reporting template.	June 30, 2015	
3.2	Assist with meeting preparation and attend Kittitas County Emergency Management Council (KCEMC) meetings.		Submit end-of-year reporting template.	June 30, 2015	
4.1	Activate emergency public information system to test public information delivery during a public health emergency		Submit end-of-year reporting template.	June 30, 2015	
5.1	Prior to incident, meet with regional epidemiologist, Emergency Manager, and Coroner to determine public health's role in mass fatality.		Submit end-of-year reporting template.	June 30, 2015	
8.1	Annually review and evaluate the Medical Material and Distribution annex of the Emergency Operation Plan (EOP) and communicate/coordinate plan with community partners.		Submit end-of-year reporting template.	June 30, 2015	
9.1	Identify staffing needs for receiving sites.		Submit end-of-year reporting template.	June 30, 2015	
9.2	Identify resources available at receiving sites and update Emergency Operation Plan as necessary.		Submit end-of-year reporting template.	June 30, 2015	
10.1	Annually review and evaluate the EOP, incorporating lessons learned from exercises and real incidents.		Submit end-of-year reporting template.	June 30, 2015	
10.2	Task 2: Exercise the emergency communications systems including Washington State's Electronic Communications and Urgent Response Exchange System (SECURES), satellite phone, and agency phone tree.		Submit end-of-year reporting template.	June 30, 2015	
10.3	Represent Kittitas County Public Health at Region 7 meetings and attend emergency preparedness and response trainings for regional systems to assist partners.		Submit end-of-year reporting template.	June 30, 2015	
10.4	Conduct an exercise for mass vaccination with jurisdictional partners.		Submit end-of-year reporting template.	June 30, 2015	
13.1	Provide surveillance and investigation of infectious disease outbreaks.		Submit end-of-year reporting template.	June 30, 2015	

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
14.1	Identify medical exposure/mental health risks faced by responders based on the jurisdictional risk assessment.		Submit end-of-year reporting template.	June 30, 2015	
14.2	Assess emergency responders for vaccine preventable disease risks via vaccine records and recommendations.		Submit end-of-year reporting template.	June 30, 2015	
15.1	Coordinate with existing volunteer programs and partner organizations to support the pre-incident recruitment of volunteers that may be needed in a public health agency response.		Submit end-of-year reporting template.	June 30, 2015	
15.2	Conduct Pre incident screening and verification of volunteers' credentials through emergency system for advance registration of volunteer health professionals (ESAR-VHP) and Medical Reserve Corp.(MRC)		Submit end-of-year reporting template.	June 30, 2015	
15.3	Create medical reserve corps job action sheet for internal MRC for records manager and for MRC Trainee Coordinator.		Submit end-of-year reporting template.	June 30, 2015	
14-15.43	Investigate air quality in response to wildfire incidents. Provide environmental health technical assistance regarding hazardous air quality exposure. 1. Contact Region 7 LHJs (Okanogan, Chelan, Grant, Douglas, Kittitas) to provide one(1) staff per LHJ for air quality monitoring training provided by the Washington State Department of Ecology (ECY). 2. Purchase ambient particulate air monitoring equipment and supplies. 3. Coordinate training with the Department of Ecology for Region 7 representatives to include hands on use of monitoring equipment. 4. Provide presentation on equipment use and air quality issues in relation to wildfire response to Region 7.		Submit copy of training curriculum. Submit evaluations of ECY training. Submit presentation on equipment use in relation to wildfire response. Submit updated Region 7 Emergency Operations Plan.	June 30, 2015 June 30, 2015 June 30, 2015 June 30, 2015	

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	5. Update the Region 7 Emergency Operation Plan to include processes for how and when jurisdictions within the region will conduct investigations of environmental public health hazards.				

***For Information Only:**
Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at:
http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf

Program Specific Requirements/Narrative

Federal Funding Accountability and Transparency Act (FFATA)
This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Data Universal Numbering System (DUNS®) number. Information about the LHJ and this statement of work will be made available on http://USASpending.gov by DOH as required by P.L. 109-282.

Special Requirements
For purchases of individual equipment in which the aggregate unit price of the equipment (including shipping, handling and associated costs) is $5,000 or more, the LHJ shall obtain written prior approval from the Washington State Department of Health and adhere to all federal requirements as referenced in OMB Circular A-87 (State, Local and Indian Tribal governments) at: http://www.whitehouse.gov/omb/circulars_a087_2004/

DOH Program Contact
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Kittitas County Public Health Department

EXHIBIT B-2
ALLOCATIONS
Contract Term: 2015-2017

Contract Number: **C17114**
Date: **March 16, 2015**

Chart of Accounts Program Title	Federal Award Identification #	Amend #	CFDA*	BARS Revenue Code**	Statement of Work Funding Period Start Date	Statement of Work Funding Period End Date	DOH Use Only Chart of Accounts Funding Period Start Date	DOH Use Only Chart of Accounts Funding Period End Date	Amount	Funding Period Sub Total	Chart of Accounts Total
FFY14 EPR LHJ Funding	**U90TP000559**	**Amend 2**	**93.069**	**333.93.06**	01/01/15	06/30/15	**07/01/14**	**06/30/15**	**$528**	**$23,574**	**$23,574**
FFY14 EPR LHJ Funding	U90TP000559	N/A	93.069	333.93.06	01/01/15	06/30/15	**07/01/14**	**06/30/15**	$23,046		
FFY14 EPR Planning & Exercises	U90TP000559	Amend 1	93.069	333.93.06	01/01/15	06/30/15	**07/01/14**	**06/30/15**	$24,078	$24,078	$24,078
FFY15 317 Ops	H23IP000762	Amend 1	93.268	333.93.26	01/01/15	12/31/15	**01/01/15**	**12/31/15**	$193	$1,453	$1,453
FFY15 317 Ops	H23IP000762	N/A	93.268	333.93.26	01/01/15	12/31/15	**01/01/15**	**12/31/15**	$1,260		
FFY15 AFIX	H23IP000762	N/A	93.268	333.93.26	01/01/15	12/31/15	**01/01/15**	**12/31/15**	$5,013	$5,013	$5,013
FFY15 VFC Ops	H23IP000762	Amend 1	93.268	333.93.26	01/01/15	12/31/15	**01/01/15**	**12/31/15**	$380	$1,509	$1,509
FFY15 VFC Ops	H23IP000762	N/A	93.268	333.93.26	01/01/15	12/31/15	**01/01/15**	**12/31/15**	$1,129		
FFY15 VFC Ordering	H23IP000762	N/A	93.268	333.93.26	01/01/15	12/31/15	**01/01/15**	**12/31/15**	$1,154	$1,154	$1,154
FFY15 MCHBG CBP ConCon	B04MC28134	N/A	93.994	333.93.99	01/01/15	09/30/15	**10/01/14**	**09/30/15**	$33,147	$33,147	$33,147
Drinking Water Group A - SS		N/A	N/A	346.26.64	01/01/15	12/31/15	**07/01/13**	**12/31/15**	$2,800	$2,800	$2,800
Drinking Water Group A - SS State		N/A	N/A	346.26.65	01/01/15	12/31/15	**07/01/13**	**12/31/15**	$2,800	$2,800	$2,800
Drinking Water Group A - TA		N/A	N/A	346.26.66	01/01/15	12/31/15	**07/01/13**	**12/31/15**	$4,000	$4,000	$4,000
TOTAL									**$99,528**	**$99,528**	

Total consideration:	**$99,000**	**GRAND TOTAL**	**$99,528**
	$528		
GRAND TOTAL	**$99,528**	**Total Fed**	**$89,928**
		Total State	**$9,600**

*Catalog of Federal Domestic Assistance
**Federal revenue codes begin with "333". State revenue codes begin with "334".

Exhibit C-2 Schedule of Federal Awards

AMENDMENT #2

Date: March 16, 2015

KITTITAS COUNTY HEALTH DEPT-SWV0010475-07
CONTRACT C17114-Kittitas County Public Health Department
CONTRACT PERIOD 1/1/2015-12/31/2017

Chart of Accounts Program Title	BARS	DOH Federal Award Date	Total Amt Federal Award	Allocation Period Start Date	Allocation Period End Date	Contract Amt	CFDA	CFDA Program Title	Federal Agency Name	Federal Award Identification Number	Federal Grant Award Name
FFY14 EPR LHJ FUNDING	333.93.06	06/30/14	$12,663,227	01/01/15	06/30/15	$23,574	93.069	Public Health Emergency Preparedness	Department of Health and Human Services Centers for Disease Control and Prevention	U90TP000559	TP12-1201 HPP AND PHEP COOPERATIVE AGREEMENTS
FFY14 EPR PLANNING & EXERCISES	333.93.06	06/30/14	$12,663,227	01/01/15	06/30/15	$24,078	93.069	Public Health Emergency Preparedness	Department of Health and Human Services Centers for Disease Control and Prevention	U90TP000559	TP12-1201 HPP AND PHEP COOPERATIVE AGREEMENTS
FFY15 317 OPS	333.93.26	12/17/14	$3,437,046	01/01/15	12/31/15	$1,453	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	H23IP000762	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY15 AFIX	333.93.26	12/17/14	$3,437,046	01/01/15	12/31/15	$5,013	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	H23IP000762	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY15 VFC OPS	333.93.26	12/17/14	$3,437,046	01/01/15	12/31/15	$1,509	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	H23IP000762	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY15 VFC ORDERING	333.93.26	12/17/14	$3,437,046	01/01/15	12/31/15	$1,154	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	H23IP000762	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY15 MCHBG CBP CONCON	333.93.99	10/21/14	$1,734,378	01/01/15	09/30/15	$33,147	93.994	Maternal and Child Health Services Block Grant to the States	Department of Health and Human Services Health Resources and Services Administration	B04MC28134	MATERNAL AND CHILD HEALTH SERVICES
					TOTAL	$89,928					