

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN KITTITAS COUNTY AND ELMVIEW
AMENDMENT #1**

The Professional Services Agreement between KITTITAS COUNTY ("County"), a subdivision of the State of Washington, and ELMVIEW ("Contractor"), to produce and distribute a video showing the value of employing people with developmental disabilities, attached hereto and incorporated by reference, is hereby amended to remove the requirement to use an open bid process and change the deadline for selecting a subcontractor to November 1, 2017, effective January 1, 2017, as evidenced in the amended Attachment A below.

The amendment is mutually agreed to by the parties.

All other items in the original Agreement remain in effect.

Approved this 3rd day of October, 2017.

KITTITAS COUNTY
BOARD OF COUNTY COMMISSIONERS

ABSENT

Chairman

Vice-Chairman

Commissioner

ATTEST
Clerk of the Board

APPROVED AS TO FORM:

Deputy Prosecutor

CONTRACTOR

Signature

PO Box 66

Address

Ellensburg, WA 98926

Phone

509-925-6688



ATTACHMENT "A"

SCOPE OF WORK

Funding is provided for the following activities and deliverables:

1. Production of a video which demonstrates the value of employing people with developmental disabilities to employers. The Contractor will subcontract with a professional film studio to create a video that will illustrate how integrated employment for people with disabilities adds to the overall value of the business, helps improve productivity and profitability, and promotes business practices that celebrate a diverse workforce and community.
 - a. Deliverable: By ~~June 30~~ November 1, 2017, the contractor will have selected the subcontractors to create and market the video ~~through an open bid process~~.
 - b. Deliverable: By December 31, 2017, the contractor will have a video ready for release to the community which is consistent with the contractor's response to the Request for Proposals issued for these funds.
2. Develop and implement an on-going marketing plan for distribution and viewing of the video.
 - a. Deliverable: By December 31, 2017, the contractor will have developed an ongoing marketing plan which includes distribution via websites, social media, and community presentations at a minimum; and allows for ongoing availability to the community and employers.
3. Provide biannual progress reports to the County which include a narrative of progress on the deliverables outlined above as well as the goals and objectives outlined in the proposal. Progress reports shall be due to the County by the following dates:
 - a. July 15, 2017 (for January 1, 2017- June 30, 2017)
 - b. January 15, 2018 (for July 1, 2017 – December 31, 2017)

Kittitas County
Review Form
Grants & Contract Agreement



#40524

Today's Date 09.13.2107	Agenda Date 10/3/17
Fund/Department 116-Public Health	

Contract/Grant Information

Contract /Grant Agency: PSA Amendment between Kittitas County and Elmview	
Period Begin Date: January 1, 2017	Period End Date: December 31, 2017
Total Grant/Contract Amount: Not to exceed \$12,500.00	
Grant/Contract Number:	
Contract/Grant Summary: The PSA between Kittitas County and Elmview Amendment 1 to produce and distribute a video showing the value of employing people with developmental disabilities attached hereto and incorporated by reference, is hereby amended to remove the requirement to use an open bid process and change the deadline for selecting a subcontractor to November 1, 2017, effective January 1, 2017, as evidenced in the attached amendment attachment.	

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

Department Head Signature:	Administrator Date: 10/23/17
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Kittitas County Prosecutor, Auditor, and Board of Health Review and Comment:

APPROVED AS TO FORM:

	9.19.17
Signature of Prosecutor's Office	Date
	9/27/17
Signature of Auditor's Office	Date
_____ Signature of Board of Health member	Date

Financial Information

Total Amount \$	State Funds \$	Federal Funds \$
Percentage County Funds	Matching Funds \$	CFDA#

	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 <input type="checkbox"/> attach budget form	No <input type="checkbox"/> Why not
New Division Created?		
Revenue Code		

Pass Through Information

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

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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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
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