

Kittitas County Review Form Grants & Contract Agreement



Today's Date 05/20/2015	Agenda Date
Fund/Department 116-Public Health	

Contract/Grant Information

Contract /Grant Agency: Department of Ecology and Kittitas County Public Health Department (C1500083) Amendment 1	
Period Begin Date: January 12, 2015	Period End Date: June 30, 2015
Total Grant/Contract Amount: New revised total of 26,524.71	
Grant/Contract Number: C1500083	
Contract/Grant Summary: The Amendment 1 to the Interagency Agreement between the State of Washington Department of Ecology and the Kittitas County Public Health Department amends the Statement of Work to include furnishing two staff members to attend training for Community Based Social Marketing and create and implement a curriculum to share information from the training with all staff and increases the compensation for work will not exceed \$26,524.71.	

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

Department Head Signature: _____, Administrator Date: _____
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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 \$26,524.71	State Funds \$26,524.71	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 checked="" type="checkbox"/> attach budget form	No <input type="checkbox"/> Why not
New Division Created?	Entered in budget center	
Revenue Code 116-615.08.4.334.03.10.3 - \$26,524.71		

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

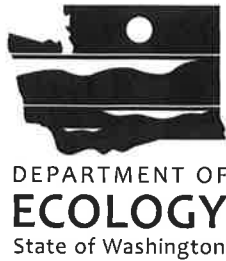
Submitted

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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AMENDMENT NO. 01

TO

INTERAGENCY AGREEMENT NO. C1500083

BETWEEN THE

STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT

PURPOSE: To amend the Agreement between the state of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY," and Kittitas County Public Health Department, hereinafter referred to as "KCPHD" or "RECIPIENT."

WHEREAS, it is mutually agreed between ECOLOGY and KCPHD that in preparation for sustainable messaging, additional funds to send two staff members to the introductory and advanced training for Community Based Social Marketing is being added to this agreement.

IT IS MUTUALLY AGREED the Agreement is amended as follows:

- 1) Is amended to read as follows:

STATEMENT OF WORK

KCPHD shall furnish the necessary personnel, equipment, material and/or service(s) and otherwise do all things necessary for or incidental to the performance of the work set forth in Appendix A, attached hereto and incorporated herein. In addition, KCPHD will furnish two staff members to attend training for Community Based Social Marketing and create and implement a curriculum to share information from the training with all staff.

- 2) Is amended to read as follows:

COMPENSATION

Compensation for the, work provided and staff training, in accordance with this IAA has been established under the terms of RCW 39.34.130, and in accordance with Governor's Executive Order 10-07 and RCW 39.26.180(3). This is a performance-based contract, in which payment is based on the successful completion of expected deliverables. The parties have determined that the cost of accomplishing the work herein will not exceed ~~\$20,043.77~~ **\$26,524.71**. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount. Compensation for services shall be based on the terms set forth in accordance with the tasks listed in Appendix A, Statement of Work and Budget, which is attached hereto and incorporated herein. ECOLOGY will not make payment until it has reviewed and accepted the completed work.

3) Is amended as follows (adding the following language to existing Appendix A):

Proposal Summary:

KCPHD's mission is to protect and promote the health and the environment of the people of Kittitas County. Health impacts from poor air quality in Kittitas County are a concern that falls within that mission.

In an effort to maintain outreach and continue efforts to avoid non-attainment the Community Based Marketing training will serve towards sustainable efforts on the part of the KCPHD in current and future sustainable air quality improvement efforts.

4) Is amended to as follows (adding the following language to existing Appendix A):

A. Project Work Plan (adding the following):

Objective C: By June, 30, 2015, KCPHD will attend Community Based Social Marketing introduction and advanced training to provide effective community outreach in continuing efforts to avoid non-attainment. Knowledge from the training will be disseminated to other Public Health Staff and the Air Quality Advisory Committee.		
Activities	Deadline	Deliverable
<u>Task 1.</u> Select two KPHD employees to receive Ecology scholarships to attend training on Fostering Sustainable Behavior at the Community Level. Selected employees should be willing, able, and available to train others in the department upon return from class. Selected employees should be in a position to incorporate theory into practice upon returning from class. Selected employees must have support from their authorizing environment to conduct the activities.	May 30, 2015	Statement of which employees will be trained, how they meet the above criteria, and which training session they will attend.
<u>Task 2.</u> Train two KCPHD employees in Fostering Sustainable Behavior at the Community Level. The employees will attend the introductory and the advanced course in their entirety.	June 15, 2015	Certificates of Completion from Training Provider.
<u>Task 3.</u> Draft a plan for training others in the KCPHD and Air Quality Advisory Committee on the theories and content learned. The plan should include a schedule, a rough outline of content to be presented, and a description of personnel and departments to be trained.	June 30, 2015	Draft of Plan.
Deliver final report.	June 30, 2015	Final Report

5) Is amended to read as follows (Appendix A):

Budget

Expenses	Amount	Description
STAFF SALARIES	\$11,791.25	Assessment Coordinator, 100 hours (4/week) Environmental Health Supervisor, 50 hours (2/week)
BENEFITS	\$1,565.50	Estimated benefit costs for Assessment Coordinator, Environmental Health Supervisor. Temporary Project Specialist is un-benefited position.
INDIRECT COSTS	\$4,687.02	39.75 % of salaries (per federally approved indirect cost allocation plan, actual percentage may be different in 2015)

NON PAYROLL ITEMS	\$2,000.00 \$8480.94	Survey supplies (\$250), survey incentives (\$1000), outreach supplies (\$250), advertising (\$500) In addition (per amendment): Course registration, travel, per diem, and other reimbursable travel-related expenses.
TOTAL	\$20,043.77 \$26,524.71	

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

This Amendment is signed by persons who represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This Amendment is effective upon the signature date of Ecology.

IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

State of Washington
 Department of Ecology
 BY

Kittitas County Public Health Department
 BY

 Stuart A. Clark Date

 Robin Read Date

 Program Manager

 Administrator

Approved as to form only.
 Assistant Attorney General