

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Public Health

**AGENDA DATE:** CCA 081412

**CONTACT PERSON NAME AND PHONE NUMBER:** Michael Hill, 771-5702

**DISTRICT(S) AFFECTED:** All

**SUBJECT:**

THAT City Council ratifies DSHS Contract No. #2011-038670 for the CPS-Laboratory Response Network ("LRN")-Public Health Emergency Preparedness ("PHEP") program, in the amount of \$208,125 to allow the City to support the CDC Cooperative Agreement Work Plan for PHEP; and,

THAT the City Manager be authorized to sign and submit the amendment identified as DSHS Contract No. #2011-038670-001A for the LRN-PHEP program, to extend the project for one month, to extend the equipment purchase date, and to add funds in the amount of \$14,846 to cover operational costs for that additional month, and that the City Manager be authorized to sign any amendments thereto to extend the project for up to twelve months, to make adjustments to the contract program budget that do not change the contract amount, and to sign all related certifications, upon review by the City Attorney's Office. Matching funds are required in the amount of \$1,650, and the match shall be provided by the City on an in-kind basis.

**BACKGROUND / DISCUSSION:**

**PRIOR COUNCIL ACTION:**

**AMOUNT AND SOURCE OF FUNDING:**

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

  
\_\_\_\_\_

**RESOLUTION**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

THAT City Council ratifies DSHS Contract No. #2011-038670 for the CPS-Laboratory Response Network ("LRN")-Public Health Emergency Preparedness ("PHEP") program, in the amount of \$208,125 to allow the City to support the CDC Cooperative Agreement Work Plan for PHEP; and,

THAT the City Manager be authorized to sign and submit the amendment identified as DSHS Contract No. #2011-038670-001A for the LRN-PHEP program, to extend the project for one month, to extend the equipment purchase date, and to add funds in the amount of \$14,846 to cover operational costs for that additional month, and that the City Manager be authorized to sign any amendments thereto to extend the project for up to twelve months, to make adjustments to the contract program budget that do not change the contract amount, and to sign all related certifications, upon review by the City Attorney's Office. Matching funds are required in the amount of \$1,650, and the match shall be provided by the City on an in-kind basis.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

CITY OF EL PASO

\_\_\_\_\_  
John F. Cook  
Mayor

ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Josette Flores  
Assistant City Attorney

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Michael Hill, Director  
Department of Public Health

DEPARTMENT OF STATE HEALTH SERVICES



Amendment  
To

The Department of State Health Services (DSHS) and CITY OF EL PASO (Contractor) agree to amend the Program Attachment # 001 (Program Attachment) to Contract # 2011-038670 (Contract) in accordance with this Amendment No. 001A : CPS-LABORATORY RESPONSE NETWORK-PHEP, effective 04/26/2012 .

The purpose of this Amendment is to extend contractor's current contract to August 31, 2012 to align with state fiscal year (FY), extend the equipment purchase date, and add additional funds for the month of August to cover operational costs.

Therefore, DSHS and Contractor agree as follows:

PROGRAM ATTACHMENT NO. ~~001~~ 001A

Contract Term is revised as follows:

TERM: 08/01/2011 THRU: ~~07/31/2012~~ 08/31/2012

Changes as per attached Categorical Budget.

SECTION VIII. SPECIAL PROVISIONS, is revised to include the following:

General Provisions, General Business Operations of Contractor Article, Equipment Purchases, is revised as follows:

Contractor is required to initiate the purchase of equipment approved under the April 2012 amendment no later than August 31, 2012 as documented by issue of a purchase order or written order confirmation from the vendor on or before August 31, 2012. In addition, all equipment must be received no later than 60 calendar days following the end of the Program Attachment term.

All other terms and conditions not hereby amended are to remain in full force and effect. In the event of a conflict between the terms of this contract and the terms of this Amendment, this Amendment shall control.

Department of State Health Services

Contractor

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Signature of Authorized Official

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Bob Burnette, C.P.M., CTPM

Director, Client Services Contracting Unit

1100 WEST 49TH STREET  
AUSTIN, TEXAS 78756

(512) 458-7470

Bob.Burnette@dshs.state.tx.us

Name: Joyce Wilson

Title: City Manager

Address: 5115 El Paso Dr  
El Paso, Texas 79905

Phone: (915) 771-5707

Email: GallegosMA@elpasotexas.gov



DEPARTMENT OF STATE HEALTH SERVICES



1100 WEST 49TH STREET  
AUSTIN, TEXAS 78756-3199

CATEGORICAL BUDGET CHANGE REQUEST

DSHS PROGRAM: CPS-LABORATORY RESPONSE NETWORK-PHEP

CONTRATOR: CITY OF EL PASO

CONTRACT NO: 2011-038670

CONTRACT TERM: 08/01/2011 THRU: 08/31/2012

BUDGET PERIOD: 08/01/2011 THRU: 08/31/2012

CHG: 001A

<b>DIRECT COST (OBJECT CLASS CATEGORIES)</b>			
	Current Approved Budget (A)	Revised Budget (B)	Change Requested
Personnel	\$114,083.00	\$123,672.00	\$9,589.00
Fringe Benefits	\$29,776.00	\$32,262.00	\$2,486.00
Travel	\$2,012.00	\$2,012.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$20,989.00	\$22,189.00	\$1,200.00
Contractual	\$0.00	\$0.00	\$0.00
Other	\$62,078.00	\$65,299.00	\$3,221.00
<b>Total Direct Charges</b>	<b>\$228,938.00</b>	<b>\$245,434.00</b>	<b>\$16,496.00</b>
<b>INDIRECT COST</b>			
Base (\$)	\$0.00	\$0.00	\$0.00
Rate (%)	0.00%	0.00%	0.00%
<b>Indirect Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>PROGRAM INCOME</b>			
Program Income	\$0.00	\$0.00	\$0.00
Other Match	\$20,813.00	\$22,463.00	\$1,650.00
<b>Income Total</b>	<b>\$20,813.00</b>	<b>\$22,463.00</b>	<b>\$-1,650.00</b>
<b>LIMITS/RESTRICTIONS</b>			
Advance Limit	\$0.00	\$0.00	\$0.00
Restricted Budget	\$0.00	\$0.00	\$0.00
<b>SUMMARY</b>			
Cost Total	\$228,938.00	\$245,434.00	\$16,496.00
Performing Agency Share	\$20,813.00	\$22,463.00	\$1,650.00
Receiving Agency Share	\$208,125.00	\$222,971.00	\$14,846.00
<b>Total Reimbursements Limit</b>	<b>\$208,125.00</b>	<b>\$222,971.00</b>	<b>\$14,846.00</b>
<b>JUSTIFICATION</b>			
This amendment is to extend the contractor's current contract to August 31, 2012 to align with state fiscal year (FY), extend the equipment purchase date, and add additional funds for the month of August to cover operational costs.			

Financial status reports are due: 11/30/2011, 03/01/2012, 05/30/2012, 08/31/2012, 10/30/2012