

Recommendation:

Approve IGA# HG854282, Amendment #2, Immunization Program, between the Arizona Department of Health Services and Cochise Health & Social Services, in the annual amount of \$86,273, received in two separate purchase orders, for the period of 1/1/12 – 12/31/12.

Background (Brief):

CHSS has received funds for its Immunization Program since 1993 to deliver immunization services to County residents. The State provides the vaccine to us free of charge. The grant funds pay for management, staffing, and operating costs of this program.

Our services, which are free for all uninsured or underinsured children effective 10/1/2012, include: immunizing children against vaccine preventable diseases during the course of their childhood, maintaining their vaccination records in accordance with state and national requirements, and assisting school age children with required vaccinations in order to meet school registration and advancement requirements. The Public Health Nurses at all five Health Department locations conduct regular clinics weekly (which are heavily attended), in addition to monthly evening clinics, year round.

The most recent amendment provided a price sheet which denotes reimbursement rates per visit. The total expected amount available for payment during this grant year (\$86,273) has not changed. This amendment adds to the scope of work by including visiting schools and childcare centers whose immunization rates are below nation averages. The price sheet adds additional rates to include onetime school IDR submittal at \$ 250.00 per submittal and \$25.00 per follow up visit. The scope of work is open from 08/01/2012 through 12/31/2012. The amendment will increase the rates slightly but exact amounts cannot be determined until individual schools IDR's are reviewed and schools have been contacted.

Fiscal Impact & Funding Sources:

This is a grant funded, fixed-price program through the Arizona Department of Health Services in the anticipated amount of \$86,273. Based on current budgeted salaries/EREs, the net county subsidy is as follows:

Budgeted Salaries/EREs	\$104,868
A-87 OH @ 48.83%	\$51,207
5% Small-Grant OH	\$4,314
Net County Subsidy	\$46,893

Next Steps/Action Items/Follow-Up:

Your approvals are respectfully requested.

Impact of Not Approving:

Noncompliance with the IGA scope of work, and cessation of the Immunization Program for Cochise County children.



**INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT**

**ARIZONA DEPARTMENT OF HEALTH SERVICES**  
1740 W. Adams, Room 303  
Phoenix, Arizona 85007  
(602) 542-1040  
(602) 542-1741 Fax

Contract No: **HG854282**

Amendment No. **2**

Procurement Specialist  
**Cindy Sullivan/KH**

**Immunization Program**

Effective August 1, 2012, it is mutually agreed that the Intergovernmental Agreement referenced is amended as follows:

- 1. Add the following to, Scope of Work, Page Nineteen (19), Item Seven (7), Fee for Service Definitions:

**D. School and Childcare Immunization Data Record (IDR) Management**

- 1. IDR Preparation/Submittal:

Contractor shall visit those schools and childcare centers whose IDRs from the previous year indicate a lack of compliance with immunization requirements. The purpose of the visit will be to review immunization records; assist the site in completing a "Referral Notice of Inadequate Immunization" for each under-immunized child; and assist with the completion and submittal of the site's IDR to the Arizona Immunization Program Office. Contractor shall include a copy of the submitted school/childcare IDR, signed by both the Contractor and school/childcare representative, as supporting documentation to the Contract Expenditure Report (CER).

**CONTRACTOR SIGNATURE**

**Cochise County Health Department**

Contractor Name

**1415 Melody Lane, Building A**

Address

**Bisbee Arizona 85603**

City State Zip

*Mary Gomez*  
Contractor Authorized Signature

**MARY GOMEZ**  
Printed Name

**DIRECTOR - CHSS**  
Title

**CONTRACTOR ATTORNEY SIGNATURE**

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

*Terry Bannon* 9-17-12  
Signature Date

**Terry Bannon**  
Printed Name

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.

State of Arizona

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2012

Procurement Officer

Attorney General Contract No. P0012012000033, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney General, who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

Signature Date  
Assistant Attorney General

Printed Name:

**RESERVED FOR USE BY THE SECRETARY OF STATE**

**Under House Bill 2011, A.R.S. § 11-952 was amended to remove the requirement that Intergovernmental Agreements be filed with the Secretary of State.**

	<b>INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT</b>		<b>ARIZONA DEPARTMENT OF HEALTH SERVICES</b> 1740 W. Adams, Room 303 Phoenix, Arizona 85007 (602) 542-1040 (602) 542-1741 Fax
	Contract No: <b>HG854282</b>	Amendment No. <b>2</b>	Procurement Specialist <b>Cindy Sullivan/KH</b>

2. IDR Follow-up:

Contractor shall conduct a visit with those sites requesting follow-up support in immunization recording and reporting requirements. Contract shall submit a log of site visits, signed by both the Contractor and school/childcare representative, conducted during the Contractor Expenditure Report period.

2. The Price Sheet in Amendment One (1), Page Three (3), is hereby revised and replaced with the Price Sheet in this Amendment Two (2), Page Three (3). Salary/Fringe is increased to supplement the pay for some of the County's personnel time and expertise. This increase is a result of the following:

- a. There has been no increase since the initial execution of the Agreement,
- b. There are additional immunizations recommended by the CDC and mandated by Arizona Statutes,
- c. Population have grown and expanded geographically which results in additional travel,
- d. Pocket-of-need populations have expanded increasing time associated with assessment, analysis and strategies of targeting,
- e. Outbreaks and surveillance have increased, i.e. pertussis and measles,
- f. Immunization services related to reminders and recalls have increased due to the expansion of clinics, and
- g. Awareness and education activities such as, community events for health promotion and disease prevention, have expanded.



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**PRICE SHEET**  
**Immunization Program**  
**Effective Date: August 1, 2012 to December 31, 2012**

<b>Deliverables/Fee Schedule</b>			
<b>Total Salary/Fringe</b>			<b>\$50,000</b>
<b>FEE FOR SERVICE</b>			
<b>ACTIVITY</b>	<b>DATE DUE</b>	<b>RATE</b>	<b>TOTAL</b>
Administration fee per immunization visit of a child 18 years of age and younger	1/1 to 12/31	\$25.00 per visit immunized	As approved by ADHS and authorized by purchase order
Completions	1/1 to 12/31	\$50.00 per completion	As approved by ADHS and authorized by purchase order
Hepatitis B Case Management PRENATAL	1/1 to 12/31	\$200.00 per case managed	As approved by ADHS and authorized by purchase order
Hepatitis B Case Management POSTNATAL	1/1 to 12/31	\$125.00 per case managed	As approved by ADHS and authorized by purchase order
School/Childcare IDR Submittal	8/1 to 12/31	\$250.00 per one-time IDR Submittal	As approved by ADHS and authorized by purchase order
School/Childcare IDR Follow-up	8/1 to 12/31	\$25.00 per follow-up visit	As approved by ADHS and authorized by purchase order
<b><u>Total Fee for Service</u></b>			<b>As approved by ADHS and authorized by purchase order</b>

**Authorization for Provision of Services:** Authorization for purchase of services under this Contract shall be made only upon ADHS issuance of a Purchase Order that is signed by an authorized agent. The Purchase Order will indicate the Contract number and the dollar amount of funds authorized. The Contractor shall only be authorized to perform services up to the amount on the Purchase Order. ADHS shall not have any legal obligation to pay for services in excess of the amount indicated on the Purchase Order. No further obligation for payment shall exist on behalf of ADHS unless a) the Purchase Order is changed or modified with an official ADHS Procurement Change Order, and/or b) an additional Purchase Order is issued for purchase of services under this contract.