

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
SAN ANTONIO METROPOLITAN HEALTH DISTRICT**

TO: Mayor and City Council

FROM: Fernando A. Guerra, MD, MPH, Director of Health

THROUGH: Terry M. Brechtel, City Manager

COPIES: Frances A. Gonzalez, Assistant City Manager; City Attorney's Office; Human Resources Department; Finance Department; Project; File

SUBJECT: ORDINANCE ACCEPTING FUNDS FROM THE TEXAS DEPARTMENT OF HEALTH FOR THE MILK AND DAIRY LABORATORY SAMPLE TESTING PROGRAM

DATE: August 12, 2004

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager to execute a contract up to \$34,500.00 from the Texas Department of Health (TDH) to renew support of the ongoing Milk and Dairy Laboratory Sample Testing Program in the San Antonio Metropolitan Health District (SAMHD) for the period September 1, 2004 through August 31, 2005. In addition, this ordinance will adopt the program budget and authorize payments for contractual services.

Staff recommends approval.

BACKGROUND INFORMATION

TDH provides annual financial assistance to SAMHD through several contracts to supplement the delivery of local public health services. Generally, these contracts are designed to renew grant programs as their terms expire through contract change notices at various times during the year. Each time that a certain grant comes up for renewal, TDH will offer a Contract Change Notice to amend the overall contract and provide continuation funds for that grant. TDH has now offered Contract No. 7460020708A 2005 to renew support for the ongoing Milk and Dairy Laboratory Sample Testing Program in the SAMHD for up to \$34,500.00.

The SAMHD Public Health Laboratory tests approximately 5,650 milk samples per year from processing plants located in San Antonio and the surrounding TDH Region 8 area. Samples are processed within 48 to 72 hours after collection. Among the tests performed on the samples are tests for bacteria, pasteurization, the absence of antibiotics, and an added water test to determine if water has been added to the product. Test results are faxed to TDH in Austin for monitoring. Funding support for this program remains the same as last year. Reimbursement to SAMHD

under this contract will be made based on a specific fee schedule for the laboratory procedures provided.

POLICY ANALYSIS

Acceptance of this contract from TDH will continue the long-standing practice of utilizing Federal and State aid to support local public health programs of the City.

FISCAL IMPACT

This TDH contract provides up to \$34,500.00 to renew the ongoing Milk and Dairy Laboratory Sample Testing Program in the SAMHD for the period September 1, 2004 through August 31, 2005. Acceptance of this contract will place no demand on the City General Fund.

COORDINATION

The City Attorney's Office and the Human Resources Department, Risk Management Division, have reviewed and approved the contract with TDH. The Finance Department has approved the proposed budget.

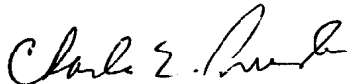
SUPPLEMENTARY COMMENTS

Provisions of the Ethics Ordinance do not apply.

Attachments:

Attachment I: Public Health State Support Project 2004-2005 (State) Budget
and Personnel Complement

Attachment II: TDH Contract No. 7460020708A 2005, Attachment No. 01



Fernando A. Guerra, MD, MPH
Director of Health



Frances A. Gonzalez
Assistant City Manager

APPROVED:



Terry M. Brechtel
City Manager

Attachment I
Public Health State Support Project 2004-2005 (State)
Project No. 26-016067
TDH Contract No. 7460020708A 2005

INDEX	<u>ESTIMATED REVENUES</u>	OBJ-CODE	BUDGET
TDH Attachment #01			<u>\$ 34,500</u>
Total Estimated Revenues			<u>34,500</u>
<u>APPROPRIATIONS</u>			
Milk Sample Lab Tests			
Activity 36-10-34	09/01/04 to 08/31/05		
SAMHD Milk Sample Lab Tests		02-160	<u>34,500</u>
Total Appropriations			<u>\$ 34,500</u>

Fund Only Index Code: xxxxxx

**ATTACHMENT II****CONTRACT FOR PUBLIC HEALTH SERVICES**

DSHS DOCUMENT NO. 7460020708A2005

Contract Issued by: (RECEIVING AGENCY)	DEPARTMENT OF STATE HEALTH SERVICES 1100 WEST 49 TH STREET AUSTIN, TEXAS 78756-3199	LF
Legal Authority to Contract:	Chapters 12 and 121, Health and Safety Code.	
Venue:	The provisions of this Contract shall be interpreted in accordance with Texas law. Venue for any court disputes shall be in Travis County, Texas.	

PERFORMING AGENCY NAME: SAN ANTONIO METROPOLITAN HEALTH DISTRICT**MAILING ADDRESS:** 332 W COMMERCE ST STE 307 SAN ANTONIO TX 78205-2489**STREET ADDRESS:** 332 W COMMERCE ST STE 307 SAN ANTONIO TX 78205-2489**NAME OF AUTHORIZED
CONTRACTING ENTITY:**
(If different from PERFORMING AGENCY)**PAYEE DATA** (If not the same as PERFORMING AGENCY or AUTHORIZED CONTRACTING ENTITY; must be on file with the Texas State Comptroller's Office.):**NAME:** CITY OF SAN ANTONIO**ADDRESS:** P O BOX 839966 SAN ANTONIO TX 78283-
(City, State, Zip)**State of Texas Vendor Identification No. (14 digits)**
17460020708024**PAYEE AGENCY Fiscal
Year Ending Month:** September**PAYEE BUSINESS INFORMATION FOR STATISTICAL REPORTING:** Please check the categories that apply to your business.

- ☐ Small Business - A corporation, sole proprietorship, or other legal entity formed for the purpose of making a profit which is independently owned and operated and has fewer than 100 employees or has less than \$1,000,000 in annual gross receipts.
- ☐ Historically Underutilized Business (HUB) - A corporation, sole proprietorship, or joint venture formed for the purpose of making a profit in which at least 51% of all classes of the shares of stock or other equitable securities are owned by one or more persons who have been historically underutilized (socially disadvantaged) because of their identification as members of certain groups: Black American, Hispanic American, Asian Pacific American, Native American, and Women. The HUB must be certified by Texas Building and Procurement Commission or another entity.
- ☐ For Profit Organization

SUMMARY OF CONTRACT DOCUMENTATION:COVER PAGE 1 - Receiving and Performing Agency Data
COVER PAGE 2 - Details of Attachment(s)
COVER PAGE 3 - Authorized SignaturesGENERAL PROVISIONS - 6/2004
ATTACHMENT(S)
EXHIBITS, IF APPLICABLE

DETAILS OF ATTACHMENTS

Att/ Amd No.	Program ID/ DSHS Purchase Order Number	Term		Financial Assistance		Direct Assistance	Total Amount (DSHS Share)
		Begin	End	Source of Funds*	Amount		
01	M&D C038557000	09/01/04	08/31/05	State	0.00	0.00	0.00
DSHS Document No.7460020708A2005					Totals	\$ 0.00	\$ 0.00
						\$ 0.00	\$ 0.00

*Federal funds are indicated by a number from the Catalog of Federal Domestic Assistance (CFDA), if applicable. REFER TO BUDGET SECTION OF ANY ZERO AMOUNT ATTACHMENT FOR DETAILS.

EXECUTED IN DUPLICATE ORIGINALS ON THE DATES SHOWN.

Authorized Contracting Entity (type above if different
from PERFORMING AGENCY) for and in behalf of:

PERFORMING AGENCY NAME:

**SAN ANTONIO METROPOLITAN HEALTH
DISTRICT**

RECEIVING AGENCY NAME:

**DEPARTMENT OF STATE HEALTH
SERVICES**

By: _____
(Signature of person authorized to sign contracts)

(Name and Title)

By: _____
(Signature of person authorized to sign contracts)

Bob Burnette, Director
Procurement and Contracting Services Division

(Name and Title)

Date: _____

Date: _____

RECOMMENDED:

By: _____
(PERFORMING AGENCY Director, if different
from person authorized to sign contract)

Document No: 7460020708A2005

DOCUMENT NO. 7460020708A-2005
ATTACHMENT NO. 01
PURCHASE ORDER NO. C038557000

PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT

RECEIVING AGENCY PROGRAM: MILK AND DAIRY PRODUCTS DIVISION

TERM: September 01, 2004 THRU: August 31, 2005

SECTION I. SCOPE OF WORK:

PERFORMING AGENCY shall provide laboratory analyses of milk samples submitted by RECEIVING AGENCY. Analyses shall meet laboratory proficiency standards as set by the National Conference of Interstate Milk Shipments and the 2001 U.S. Public Health Service Grade "A" Pasteurized Milk Ordinance, 25 TAC Chapter 217. PERFORMING AGENCY shall:

1. Perform the tests requested by RECEIVING AGENCY for each sample submitted and mail results to RECEIVING AGENCY, Milk and Dairy Products Division, 1100 West 49th Street, Austin, Texas 78756, or facsimile, (512) 719-0250, within 48 hours from the date and time the sample is received by PERFORMING AGENCY laboratory;
2. Send original copy of laboratory results forms to RECEIVING AGENCY, Milk and Dairy Products Division, 1100 West 49th Street, Austin, Texas 78756; and,
3. Submit State of Texas Purchase Voucher Form B-13, include total number and type of tests performed to RECEIVING AGENCY, Milk and Dairy Products Division monthly.

PERFORMING AGENCY shall comply with Chapter 435, Health and Safety Code, Dairy Products.

SECTION II. SPECIAL PROVISIONS:

None.

SECTION III. BUDGET:

Laboratory analyses shall be performed at a rate per test not to exceed the following schedule:

Standard Plate Count	SPC	\$ 6.00
Direct Microscopic Somatic Cell Count	DMSCC	\$ 8.00
Electronic Somatic Cell Count	ESCC	\$ 8.00
Added Water	Cryoscope	\$ 2.00
Antibiotics Inhibitor (Disk Assay)	Disc	\$ 4.50
Antibiotics Confirmation Raid Test	Charm I, II, SNAP, etc.	\$24.00
AFlatoxin	AFlatoxin	\$12.50
Phosphatase	Fluorophos	\$ 7.50
Coliform	Coli	\$ 5.50
Water Supply	Water	\$15.00
Cooling Water	Glycol-Sweet Water	\$15.00