

**CITY OF SAN ANTONIO
SAN ANTONIO METROPOLITAN HEALTH DISTRICT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

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

SUBJECT: ORDINANCE ACCEPTING ADDITIONAL FUNDS FROM THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES FOR THE BIOTERRORISM PREPAREDNESS PROGRAM

DATE: July 7, 2005

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager to accept and execute a contract change for an additional \$333,703.00 from the Texas Department of State Health Services (TDSHS) to augment support and reallocate funds previously accepted for the ongoing Bioterrorism Preparedness Program in the San Antonio Metropolitan Health District (SAMHD) for the period September 1, 2004 through August 31, 2005. This ordinance will also amend the program budget, approve the transfer of \$323,803.00 of said funds to the Bioterrorism Preparedness Laboratory Renovation Program and authorize payments for contractual services.

Staff recommends approval.

BACKGROUND INFORMATION

Ordinance No. 98536, passed and approved on December 4, 2003, authorized the execution of Contract 7460020708 2005 between the City of San Antonio and TDSHS, covering operation of the Public Health State Support Project 2004/2005 (Federal) providing annual assistance to the City in support of the core public health activities provided by the SAMHD. Since then, the City has received several Contract Change Notices totaling \$5,041,727.00 for this contract that ends September 30, 2005 (See Attachment III).

One of the efforts supported by this TDSHS contract is the ongoing Bioterrorism Preparedness Program. On November 4, 2004, City Council authorized a contract change providing \$2,001,304 for this program for the period September 1, 2004 to August 31, 2005. On February 17, 2005, City Council authorized a contract change providing an additional \$100,000.00. This program maintains preparedness activities for all hazards and continues to support the cost of renovating space in Building 125 at Brooks City Base for a BioSafety Level Three (BSL-3) laboratory. When completed, SAMHD staff in this facility will be able to rapidly identify terrorist threat agents including smallpox, anthrax, plague, and West Nile

virus, as well as influenza, food borne illnesses and other diseases. Construction on the laboratory began March 1, 2005 and will be completed on August 31, 2005. A fund was previously established for tracking the fiscal transactions of the Bioterrorism Preparedness Laboratory Renovation Project, and currently contains \$1,369,215.00 from the current year's grant and \$500,000.00 from the Urban Area Security Initiative Grant funds received from Bexar County. Acceptance of this TDSHS contract change authorizes the transfer of an additional \$323,803.00 into the Bioterrorism Preparedness Laboratory Renovation Project fund to complete construction and renovation (See Attachment II) This will assure that the BSL-3 Laboratory is fully funded for the total contracted cost of \$2,193,018.00.

The personnel complement is being changed from eighteen (18) positions to nineteen (19). This reflects the removal of the one (1) Office Assistant position which is currently vacant and the addition of two (2) Public Health Nursing Supervisor positions (See Attachment I). These positions will alleviate the need for future professional services contracts to provide the same services.

This contract amendment will also support the upgrade of the current LabDAQ Laboratory Information System (LIS) software. In addition, it will provide a new computer that will have a faster processor, more memory, a faster modem, and a new warranty. As a part of this upgrade, an engineer will be sent to the SAMHD laboratory to convert the current data, and then provide personnel training on the new system. After the upgrade, the SAMHD laboratory located on Commerce and the BSL-3 laboratory located at Brooks City-Base will be able to communicate and share data between labs.

In addition, this grant supports professional services contracts for a licensed medical physician and a registered nurse. The physician will be an integral liaison between SAMHD, area hospitals, and medical professionals within the community. The registered nurse is responsible for coordination and training in public health emergency preparedness and smallpox activities, and is the liaison for all strategic national stockpile activities.

POLICY ANALYSIS

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

FISCAL IMPACT

This contract change provides an additional \$333,703.00 to augment the ongoing Bioterrorism Preparedness Program in the SAMHD, and authorizes the transfer of \$323,803.00 to the Bioterrorism Preparedness Laboratory Renovation Program, thereby fully funding the project. Acceptance of this contract amendment will place no demand on the City General Fund.

COORDINATION

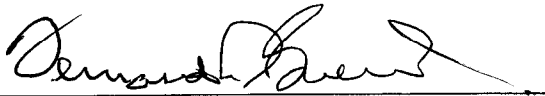
The City Attorney's Office and the Human Resources Department, Risk Management Division, have reviewed and approved the contract with TDSHS. The Office of Management and Budget has approved the budget. The Finance Department has approved the budget and fund transfer. SAMHD has also coordinated with the Information Technology Services Department (ITSD) for communication and data requirements. The Office of Emergency Management has been involved in outlining the role of the BSL-3 Laboratory in the community should a serious disease outbreak or terrorist release of a biological agent occur.

SUPPLEMENTARY COMMENTS

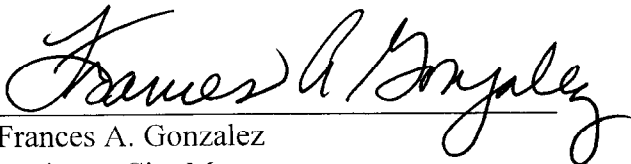
Provisions of the Ethics Ordinance do not apply.

Attachments:

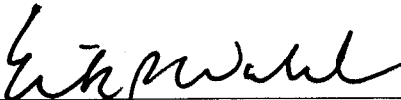
- Attachment I: Public Health State Support Project 2004/2005 – Federal Budget
- Attachment II: Bioterrorism Preparedness Laboratory Renovation Budget
- Attachment III: Texas Department of State Health Services Contract 7460020708 2005 Contract Change Notice No. 23, Attachment No. 13B



Fernando A. Guerra, MD, MPH
Director of Health



Frances A. Gonzalez
Assistant City Manager



J. Rolando Bono
City Manager

AN ORDINANCE

AUTHORIZING THE ACCEPTANCE OF A CONTRACT CHANGE FOR AN ADDITIONAL \$333,703.00 FROM THE TEXAS DEPARTMENT OF STATE HEALTH SERVICES (TDSHS) TO AUGMENT SUPPORT AND REALLOCATE FUNDS PREVIOUSLY ACCEPTED FOR THE BIOTERRORISM PREPAREDNESS PROGRAM IN THE SAN ANTONIO METROPOLITAN HEALTH DISTRICT (SAMHD) FOR THE PERIOD SEPTEMBER 1, 2004 THROUGH AUGUST 31, 2005; AUTHORIZING THE EXECUTION OF A CONTRACT CHANGE WITH TDSHS; AMENDING THE PROGRAM BUDGET; APPROVING THE TRANSFER OF \$323,803.00 OF SAID FUNDS TO THE BIOTERRORISM PREPAREDNESS LABORATORY RENOVATION PROGRAM; AND AUTHORIZING PAYMENTS FOR CONTRACTUAL SERVICES.

* * * * *

WHEREAS, the Texas Department of State Health Services (TDSHS) provides annual financial assistance to the San Antonio Metropolitan Health District (SAMHD) to supplement the delivery of comprehensive public health services to protect the health of all residents within the jurisdiction of the SAMHD; and

WHEREAS, Ordinance No. 98536, passed and approved on December 4, 2003, authorized the execution of Contract 7460020708 2005 between the City of San Antonio and TDSHS, covering operation of the Public Health State Support Project 2004/2005 (Federal) of the SAMHD; and

WHEREAS, Ordinance No. 99952, passed and approved on November 4, 2004, authorized acceptance of TDSHS funds totaling \$2,001,304.00 to renew support for the ongoing Bioterrorism Preparedness Program of the SAMHD through Contract Change Notice No. 16, Attachment No. 13 to the above contract, enabling the SAMHD to maintain preparedness activities for all hazards and continue renovating space in Building 125 at Brooks City Base for the BioSafety Level Three (BSL-3) laboratory, and included a budget transfer in the amount of \$750,000.00 from the Bioterrorism Preparedness Program into the Bioterrorism Preparedness Laboratory Renovation Program to continue funding the construction and renovation of the BSL-3 Lab Project; and

WHEREAS, Ordinance No. 100424, passed and approved on February 17, 2005, authorized acceptance of TDSHS funds totaling \$100,000.00 to augment support for the ongoing Bioterrorism Preparedness Program of the SAMHD through Contract Change Notice No. 20, Attachment No. 13A to said contract, enabling the SAMHD to maintain preparedness activities for all hazards and continue renovating space in Building 125 at Brooks City Base for the BioSafety Level Three (BSL-3) laboratory, and included a budget transfer in the amount of \$119,215.00 from the Bioterrorism Preparedness Program into the Bioterrorism Preparedness Laboratory Renovation Program to continue funding the construction and renovation of the BSL-3 Lab Project; and

WHEREAS, TDSHS has now offered an additional \$333,703.00 through Contract Change Notice No. 23, Attachment No. 13B to said contract, to augment support for the Bioterrorism Preparedness Program, authorize the reallocation of funds previously received, and authorize a budget transfer in the amount of \$323,803.00 from the Bioterrorism Preparedness Program into the Bioterrorism Preparedness Laboratory Renovation Program to add additional funding for the construction and renovation of the BSL-3 Lab Project; and

WHEREAS, it is now necessary to authorize the acceptance of the additional support and reallocation of funds, approve the execution of the contract change notice with TDSHS, amend the program budget, approve the transfer of funds and authorize payments for contractual services; **NOW THEREFORE**:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The Interim City Manager, or his designee, is hereby authorized to accept and execute Contract Change Notice No. 23, Attachment No. 13B to Grant Contract 7460020708 2005 from the Texas Department of State Health Services (TDSHS) totaling \$333,703.00 to augment support and reallocate funds previously accepted for the Bioterrorism Preparedness Program in the San Antonio Metropolitan Health District (SAMHD) for the period September 1, 2004 through August 31, 2005. A copy of Contract Change Notice No. 23, Attachment No. 13B is set out in Attachment III and incorporated herein for all purposes.

SECTION 2. Fund No. 26016000, Funds Center 3610060000, has been designated for use in accounting for the fiscal transactions of said project. For the appropriation of funds for the Bioterrorism Preparedness Program, the Cost Center 3610060001 and Internal Order 136000000249 has been designated.

SECTION 3. The additional sum of \$333,703.00 is hereby appropriated in the above-designated fund.

SECTION 4. An additional transfer of project funds in the amount of \$323,803.00 is hereby authorized from Fund No. 26016000, Funds Center 3610060000, Internal Order 136000000249, to Fund No. 26016000, Fund Center 3610090000, Internal Order 136000000248.

SECTION 5. Appropriations in Fund No. 26016000, Funds Center 3610060000, Internal Order 136000000249, are hereby authorized to be reduced by \$323,803.00, and the amended budget set out in Attachment I is approved and adopted for entry on the City books.

SECTION 6. The additional sum of \$323,803.00 is hereby appropriated in Fund No. 26016000, Funds Center 3610090000, Internal Order 136000000248, and the amended budget set out in Attachment II is approved and adopted for entry on the City books.

SECTION 7. Payments of an additional \$323,803.00 are hereby authorized for construction and renovation of the BSL-3 Lab during the period September 1, 2004 through August 31, 2005.

These payments will be made from Fund 26016000, Funds Center 3610090000, Internal Order 136000000248, GL Account No.5201040, Fees to Professional Contractors, on a fee-for-service basis.

SECTION 8. Payments in an aggregate amount not to exceed \$25,545.00 are hereby authorized to be paid for upgrade support of the current LabDAQ Laboratory Information System (LIS) software, a new computer, new warranty, data conversion, and personnel training from Fund No. 26016000, Funds Center 3610060000, Internal Order 136000000249, GL Account No.5202025, Fees to Other Contractors, on a fee-for-service basis.

SECTION 9. Payments in an aggregate amount not to exceed \$25,975.00 are hereby authorized to be paid to various contract professional licensed physicians and registered nurses from Fund No. 26016000, Funds Center 3610060000, Internal Order 136000000249, GL Account No. 5201040, Fees to Professional Contractors, on a fee-for-service basis.

SECTION 10. The Director of Finance, may, subject to concurrence by the Interim City Manager or the Interim City Manager's designee, correct allocation to specific fund numbers, internal order numbers, account numbers as necessary to carry out the purpose of this ordinance.

SECTION 11. Should the grant awarded be in an amount other than that budgeted for, or should the grant contain terms and conditions different than those currently existing, acceptance of the grant, budget and corresponding personnel complement will be subject to subsequent City Council ordinance.

SECTION 12. This ordinance shall be effective on and after the tenth day after passage hereof.

PASSED AND APPROVED this _____ day of July, 2005.

M A Y O R

ATTEST:

City Clerk

APPROVED AS TO FORM: _____
City Attorney

ATTACHMENT I
Public Health State Support Project 2004/2005 - Federal
TDSHS Contract No. 7460020708 2005
Fund No. 26016000
Funds Center 3610060000

<u>ESTIMATED REVENUES</u>	<u>SAP GL</u>	<u>INITIAL BUDGET</u>	<u>PREVIOUS TRANSFER ORD. 99952</u>	<u>PREVIOUS TRANSFER ORD. 100424</u>	<u>PROPOSED ADD (DEDUCT)</u>	<u>PROPOSED PROJECT TRANSFERS</u>	<u>REVISED BUDGET</u>
Attachment No. 13B	4501100	2,101,304			333,703		2,435,007
Transfer to 26016000	4501100		(750,000)	(119,215)		(323,803)	(1,193,018)
Total Estimated Revenues	\$	<u>2,101,304</u>	<u>(750,000)</u>	<u>(119,215)</u>	<u>333,703</u>	<u>(323,803)</u>	<u>1,241,989</u>

Bioterrorism Preparedness Program

Activity: 36-10-06 09/01/04 to 08/31/05
Cost Center 3610060001
Internal Order 136000000249

Regular Salaries and Wages	5101010	582,055			(113,341)		468,714
Retirement Benefits - Soc. Sec.	5103005	44,591			(8,734)		35,857
Retirement Benefits - TMRS	5105010	62,495			(8,968)		53,527
Flexible Benefits Contribution	5405040	56,620			10,171		66,791
Life Insurance	5103010	90			754		844
Workers' Disability Compensation	5405020	0			0		0
Personal Leave Buy Back Pay	5103035	5,000			0		5,000
Communications: Telephones	5403010	12,550			0		12,550
Mail & Parcel Post Service	5205010	1,000			0		1,000
Cellular Phones	5403040	13,200			2,830		16,030
Rental Of Facilities	5206010	58,013			0		58,013
Rental of Equipment	5204070	2,720			0		2,720
Travel-Official	5207010	15,289			4,121		19,410
Education	5201025	4,500			0		4,500
Car Expense Allowance (Mileage)	5103055	0			3,750		3,750
Transportation	5203090	1,650			(1,650)		0
Maint & Repair -Mach. & Equip.	5204080	28,480			0		28,480
Fees to Professional Contractors	5201040	925,415	(750,000)	(119,215)	293,578	(323,803)	25,975
Fees to Other Contractors	5202025	0			25,545		25,545
Automatic Data Processing Services	5403520	52,320			7,520		59,840
Subscriptions to Publications	5203070	1,500			0		1,500
Office Supplies	5302010	17,408			1,391		18,799
Binding, Printing and Reproduction	5203060	0			4,000		4,000
Chemicals, Medical and Drugs	5304040	40,000			0		40,000
Tools, Apparatus, and Accessories	5304050	0			23,086		23,086
Maint & Repair Mat -Mach & Equip	5301030	8,896			0		8,896
Computer Software	5304075	3,200			549		3,749
Gas & Electricity	5404530	96,000			0		96,000
Indirect Cost	5406530	51,512			0		51,512
Computer Equipment	5501000	16,800			20,818		37,618
Machinery & Equipment (Modified)	5701060	0			58,000		58,000
Mach & Equip. - Other	5709060	0			10,283		10,283
Total Appropriations	\$	<u>2,101,304</u>	<u>(750,000)</u>	<u>(119,215)</u>	<u>333,703</u>	<u>(323,803)</u>	<u>1,361,204</u>

PERSONNEL COMPLEMENT:

Activity 36-10-06
Cost Center 3610060001
Internal Order 136000000249

<u>CLASS</u>	<u>TITLE</u>	<u>PREVIOUS POSITIONS</u>	<u>ADD (DEDUCT)</u>	<u>REVISED POSITIONS</u>
0010	Office Assistant	1	(1)	0
0040	Administrative Assistant I	1	0	1
0067	Administrative Aide	1	0	1
0112	GIS Technician	1	0	1
0213	Veterinarian (.50 FTE)	1	0	1
0232	Laboratory Technologist II	1	0	1
0247	Public Health Nursing Supervisor	0	2	2
0250	Public Health Administrator	1	0	1
0251	Epidemiologist	2	0	2
0254	Vectol Control Technician	0	0	0
0847	Department Systems Aide	2	0	2
0862	Department Systems Manager	1	0	1
0866	Special Projects Manager	1	0	1
0870	Special Projects Coordinator	2	0	2
0892	Fiscal Officer (.40 FTE)	1	0	1
0896	Department Systems Specialist	1	0	1
0918	Program Manager	1	0	1
Total:		<u>18</u>	<u>1</u>	<u>19</u>

ATTACHMENT II
Bioterrorism Preparedness Laboratory Renovation
Fund No. 26016000
Funds Center 3610090000
Functional Area 3600300000040006
Internal Order 136000000248

<u>ESTIMATED REVENUES</u>	<u>OBJECT CODE</u>	<u>PREVIOUS BUDGET</u>	<u>ADD (DEDUCT)</u>	<u>REVISED BUDGET</u>
TDSHS 2004 B Chg 06 Att 02D Grant	4501100	500,000	0	500,000
TDSHS 2005 Chg 16 Att 13 Grant	4501100	750,000	0	750,000
TDSHS 2005 Chg 20 Att 13A Grant	4501100	119,215	0	119,215
UASI FY2004 State Homeland Security Grant Funds	4501100	500,000	0	500,000
TDSHS 2005 Chg 23 Att 13B Grant	4501100	0	323,803	323,803
Total Estimated Revenues		\$ <u>1,869,215</u>	<u>323,803</u>	<u>2,193,018</u>

APPROPRIATIONS

2004-2005 Bioterrorism Preparedness Laboratory Renovation Program

Internal Order 136000000248

09/01/04 to 8/31/05

Fees to Prof. Contractors	5201040	1,869,215	323,803	2,193,018
Cost Center 3610090001				
Activity 36-10-09				
Total Appropriations		\$ <u>1,869,215</u>	\$ <u>323,803</u>	\$ <u>2,193,018</u>



ATTACHMENT III

DEPARTMENT OF STATE HEALTH SERVICES
1100 WEST 49TH STREET
AUSTIN, TEXAS 78756-3199

STATE OF TEXAS
COUNTY OF TRAVIS

TDH Document No. 7460020708 2005
Contract Change Notice No. 23

The Department of State Health Services, hereinafter referred to as RECEIVING AGENCY, did heretofore enter into a contract in writing with SAN ANTONIO METROPOLITAN HEALTH DISTRICT hereinafter referred to as PERFORMING AGENCY. The parties thereto now desire to amend such contract attachment(s) as follows:

SUMMARY OF TRANSACTION:

ATT NO. 13B : CPS-BIOTERRORISM PREPAREDNESS

All terms and conditions not hereby amended remain in full force and effect.

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:

SAN ANTONIO METROPOLITAN HEALTH DISTRICT

By: _____
(Signature of person authorized to sign)

Frances A. Gonzalez
Assistant City Manager

(Name and Title)

Date: _____

RECOMMENDED:

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

RECEIVING AGENCY :

DEPARTMENT OF STATE HEALTH SERVICES

By: _____
(Signature of person authorized to sign)

Eduardo J. Sanchez, M.D., M.P.H.
Commissioner of Health

(Name and Title)

Date: _____

APPROVED AS TO FORM:

Martha G. Sepeda
Acting City Attorney

Fernando A. Guerra, MD, MPH
Director of Health

ATTEST:

Leticia M. Vacek
City Clerk

JC PCS - Rev. 6/04

DETAILS OF ATTACHMENTS

Att/ Amd No.	DSHS Program ID/ DSHS Purchase Order Number	Term		Financial Assistance		Direct Assistance	Total Amount (DSHS Share)
		Begin	End	Source of Funds*	Amount		
01	TB/PC 0000001629	01/01/04	12/31/04	93.116	356,700.00	0.00	356,700.00
02	HIV/PREV 0000001706	01/01/04	12/31/04	93.940	232,350.00	0.00	232,350.00
03A	STD/HIV 0000001818	01/01/04	12/31/04	93.977	258,617.00	0.00	258,617.00
04C	IMM/LOCALS 0000001769	01/01/04	08/31/05	State	716,353.00	0.00	716,353.00
05A	HIV/SURV 0000002157	04/01/04	12/31/04	93.944	86,303.00	0.00	86,303.00
06	EPI/LEAD 0000002255	07/01/04	06/30/05	93.262	45,000.00	0.00	45,000.00
07	DIAB/CDSP 0000002262	07/01/04	03/29/05	93.988	90,000.00	0.00	90,000.00
08	TB/PC C038632000	09/01/04	08/31/05	State	199,444.00	0.00	199,444.00
09A	STD/HIV C038634000	09/01/04	12/31/04	State	25,682.00	0.00	25,682.00
10	ACFH/POP C038881000	09/01/04	08/31/05	93.994	66,000.00	0.00	66,000.00
11	OPHP/LPHS C039361000	09/01/04	08/31/05	State 93.991	305,776.00	0.00	305,776.00
12	BNS/WIC-CARD C039468000	10/01/04	09/30/05	10.557	0.00	0.00	0.00
13B	CPS/BIOTERR 0000300716	09/01/04	08/31/05	93.283	2,435,007.00	0.00	2,435,007.00
14A	CHS/TITLE X 0000300863	09/01/04	08/31/05	93.217	81,000.00	0.00	81,000.00
15	REFUGEE 0000301008	10/01/04	09/30/05	93.566 93.576	143,495.00	0.00	143,495.00
DSHS Document No.7460020708 2005 Change No. 23					Totals	\$ 0.00	\$5,041,727.00

*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.

DOCUMENT NO. 7460020708-2005
ATTACHMENT NO. 13B
PURCHASE ORDER NO. 0000300716

PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT

RECEIVING AGENCY PROGRAM: COMMUNITY PREPAREDNESS SECTION

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

It is mutually agreed by and between the contracting parties to amend the conditions of Document No. 7460020708 2005 -13A as written below. All other conditions not hereby amended are to remain in full force and effect.

SECTION I. SCOPE OF WORK:, is revised to include the following:

PERFORMANCE MEASURES

PERFORMING AGENCY shall complete the PERFORMANCE MEASURES as stated in the Revisions to FY2005 Local Public Health Preparedness Work Plan, and as agreed upon by RECEIVING AGENCY, and hereby attached as Exhibit B, Amendment 1. In cases where both Exhibit B and Exhibit B, Amendment 1 contain activities and timelines for the same deliverable, the activities and timelines stated in Exhibit B, Amendment 1 supercede and represent the approved performance measures for that deliverable.

DEPARTMENT OF STATE HEALTH SERVICES

RECEIVING AGENCY PROGRAM: COMMUNITY PREPAREDNESS SECTION
 PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT
 CONTRACT TERM: 09/01/04 THRU: 08/31/05 BUDGET PERIOD: 09/01/04 THRU 08/31/05
 DSHS DOC. NO. 7460020708 200513B CHG. 23

REVISED CONTRACT BUDGET

FINANCIAL ASSISTANCE			
OBJECT CLASS CATEGORIES	CURRENT APPROVED BUDGET (A)	CHANGE REQUESTED (B)	NEW OR REVISED BUDGET (C)
Personnel	\$582,055.00	\$(113,341.00)	\$468,714.00
Fringe Benefits	168,796.00	(11,777.00)	157,019.00
Travel	21,439.00	1,721.00	23,160.00
Equipment*	20,000.00	68,164.00	88,164.00
Supplies	67,804.00	(9,523.00)	58,281.00
Contractual	925,415.00	374,598.00	1,300,013.00
Other	264,283.00	23,861.00	288,144.00
Total Direct Charges	\$2,049,792.00	\$333,703.00	\$2,383,495.00
Indirect Charges	51,512.00	0.00	51,512.00
TOTAL	\$2,101,304.00	\$333,703.00	\$2,435,007.00
PERFORMING AGENCY SHARE:			
Program Income	0.00	0.00	0.00
Other Match	0.00	0.00	0.00
RECEIVING AGENCY SHARE	\$2,101,304.00	\$333,703.00	\$2,435,007.00
PERFORMING AGENCY SHARE	\$0.00	\$0.00	\$0.00
Detail on Indirect Cost Rate Type:			
Rate	8.23	Base	\$625,733.00
		Total	\$51,512.00
Budget Justification: Increase is for services outlined in the revised FY 2005 Work Plan, Exhibit B, Amendment 1.			

Form No. GC-9 ECPS - Rev. 10/04

Financial status reports are due the 30th of March, 30th of June, and the 30th of November.

* Equipment list attached.

The negotiated indirect cost amount shown above is less than PERFORMING AGENCY'S current approved indirect cost rate on file at RECEIVING AGENCY.

PERFORMING AGENCY: SAN ANTONIO METROPOLITAN HEALTH DISTRICT

RECEIVING AGENCY PROGRAM: COMMUNITY PREPAREDNESS SECTION

DSHS DOC. NO: 7460020708 2005

ATTACHMENT NO: 13 B

Change No. 23

REVISED EQUIPMENT LIST				
ITEM	DESCRIPTION	NO. OF UNITS	UNIT COST	EXTENSION
001	Dell Latitude D800 Pentium M 1.7GHz CPU, 512MB RAM 1 DIMM, 60GB HDD, 56K Modem, 90W AC Adapter, 24XCDWR/DVD, 9-cell battery, NIC, Duluxe Nylon Carrying Case, 3 year limited warranty, 3 year NBD on-site service, Resource CD with diagnostics and drivers, GEFORCE GX GO 5200 4XAGP w/32MB DDR Video memory.	5	2,520.00	\$ 12,600.00
002	Software: Blackberry BES Business Enterprise Server (20 user license.	1	3,200.00	\$ 3,200.00
003	Server Hardware: Blackberry BES - HP Proliant DL360, 3GHz Dual Intel XENON Processor, 2GB RAM, 236GB Dual HD RAID-1.	1	4,200.00	\$ 4,200.00
004*	Projectors Aspect Ratio: 4:3 Brightness: 1000 Max ANSI lumens (standard mode); Contract Ratio: 2000:1 full on/full off; Data Compatibility: VGA, SVGA, XGA, SXGA, Macintosh; Display: DLP by Texas Instruments: 0.7 in. XGA 12 degree DMD DDR, Light Source: 120W UHP/2000 Hours (typical); Projection Lens: Zoom lens with manual focus and manual zoom adjust; Projection Methods: Front and rear; Video Compatibility: NTSC, PAL, SECAM; Lamp> 120W UHP/2000 Hours (typical); Maximum Projection Distance: 1.5m - 5m (optimum); shipping.	3	2,000.00	\$ 6,000.00
005*	Nortel Networks BayStack 460-24T-PWR Switch (10/100 Power-over-Ethernet switch).	2	1,808.00	\$ 3,616.00
006*	Cisco PIX 501 Bundle (Chassis, 50-user 3DES bundle software, integrated 4-port 10/100 switch and 10BASE-T port).	1	548.00	\$ 548.00
007*	Getinge Model 533LS Vacuum/gravity, microcomputer-controller steam sterilizer with up to 22 selectable pre-programmed cycles and verticle sliding door. Features enhanced control system with choice of 3 operating displays. Program settings are protected with supervisor access control. Includes printer that documents cycle information. With tracks for loading car, 21x21x38", single power door, with electric steam generator (30KW), cabinet enclosed, auto blowdown, transfer carriage, loading car, installation.	1	58,000.00	\$ 58,000.00
TOTALS				\$ 88,164.00

Items may be brand name, if specified, or equivalent.

This transaction approves the changes to the equipment list marked with an asterisk (*).

EXHIBIT B, AMENDMENT 1

REVISIONS TO FY2005 LOCAL PUBLIC HEALTH PREPAREDNESS WORKPLAN FOR SAN ANTONIO METROPOLITAN HEALTH DISTRICT, SAN ANTONIO, BEXAR COUNTY, TEXAS

The approved activities and/or timelines for the performance measures indicated by an "X" below have changed from the agency workplan as presented in Exhibit B.

This document contains all approved changes to the workplan. Activities and/or timelines not expressly changed remain as stated in Exhibit B.

Indicate objectives for which activities and/or timelines have changed by placing an "X" in the box to the right of the objective.

Obj = Objective; Del – Deliverable

Focus Area A		Focus Area B		Focus Area C		Focus Area E		Focus Area F		Focus Area G		Exercises	
Obj 1, Del 1		Obj 1, Del 1		Obj 1, Del 1		Obj 1, Del 1	X	Obj 1, Del 1		Obj 1, Del 1		Obj 1, Del 1	
Obj 1, Del 2		Obj 1, Del 2		Obj 2, Del 1		Obj 1, Del 2		Obj 1, Del 2		Obj 1, Del 2		Obj 2, Del 1	
Obj 2, Del 1		Obj 1, Del 3		Obj 3, Del 1		Obj 1, Del 3		Add'l Obj, Del		Obj 1, Del 3		Obj 3, Del 1	
Obj 2, Del 2		Obj 2, Del 1	X	Obj 3, Del 2		Obj 1, Del 4				Obj 2, Del 1		Obj 4, Del 1	
Obj 2, Del 3		Obj 2, Del 2		Obj 4, Del 1		Obj 1, Del 5				Obj 2, Del 2		Obj 5, Del 1	
Obj 2, Del 4		Obj 2, Del 3		Obj 4, Del 2		Obj 1, Del 6				Add'l Obj, Del		Obj 6, Del 1	X
Obj 2, Del 5	X	Obj 3, Del 1		Obj 5, Del 1		Obj 1, Del 7						Obj 7, Del 1	
Add'l Obj, Del		Obj 3, Del 2		Obj 6, Del 1		Obj 1, Del 8	X					Obj 8, Del 1	
		Obj 3, Del 3		Obj 6, Del 2		Obj 1, Del 9						Obj 9, Del 1	
		Obj 4, Del 1	X	Obj 7, Del 1		Add'l Obj, Del							
		Obj 4, Del 2		Obj 8, Del 1									
		Obj 5, Del 1	X	Obj 8, Del 2									
		Obj 5, Del 2	X	Obj 9, Del 1									
		Obj 6, Del 1		Obj 9, Del 2									
		Obj 6, Del 2		Obj 10, Del 1									
		Obj 7, Del 1		Obj 10, Del 2									
		Obj 8, Del 1		Obj 10, Del 3									
		Obj 9, Del 1		Obj 11, Del 1									
		Obj 10, Del 1		Obj 11, Del 2									
		Obj 10, Del 2		Obj 11, Del 3									
		Add'l Obj, Del		Add'l Obj, Del									

Implement a coordinated, effective Strategic National Stockpile (SNS) Program.

Note: Deliverables # 1-5 to be completed by *Local Health Departments* ONLY

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	<ul style="list-style-type: none"> Integrate in the update of the SNS plan Region 8's concept of throughput to local dispensing sites and DPS providing route security to the local dispensing sites. 	3 rd Quarter, 2005
	<ul style="list-style-type: none"> Integrate CHEMPAC logistics into the local SNS plan. Maintain listing (updated biannually) of CHEMPAC sites for emergency access. Plan and sign MOU with the Texas DSHS, Region 8 	4 th Quarter, 2005 Biannually Jan-July 3 rd Quarter, 2005

RESOURCES NECESSARY TO ADDRESS THIS OBJECTIVE
For *Local Health Departments* ONLY

<p>List the PHP staff responsible for addressing this objective.</p> <p>Emergency Management Coordinator Administrative Assistant One SNS Coordinator/Plans Coordinator GIS Technician Department Systems Specialist Contract SNS Coordinator</p>	<p>List equipment that will be purchased to address this objective.</p>
<p>Specify if travel will be required to address this objective.</p> <p align="center"><u> X </u> Yes <u> </u> No</p>	<p>If yes, specify the type of travel required by placing an "X" on the appropriate line:</p> <p align="center"><u> </u> X <u> </u> In State Travel <u> </u> Out of State Travel</p>
<p>Specify if service(s)/product(s) will be purchased to address this objective. If so, please describe.</p> <p>Personal Services contract for James Jorrie until full time SNS Coordinator/Plans Coordinator can be hired. COSA ITSD charges for internet, phone, Blackberry, personal computer maintenance, copier maintenance and service charges.</p>	

FOCUS AREA B, OBJECTIVE # 2:

Train healthcare professionals regarding notifiable disease reporting.

Performance Goal:

- Adequate training can be demonstrated when a survey of a random sample of the jurisdiction's health care providers supports that >50% can accurately identify how and where to call in notifiable disease reports.

DELIVERABLE # 1

DELIVERABLE	ACTIVITIES	TIMELINE
Directory of physicians, infection control practitioners, infectious disease specialists, ER staff, and other health care professionals or providers required to report notifiable conditions.	The Epidemiology Division of SAMHD will maintain and update biannually a listing of physicians, ICPs, ER staff and other health care professionals or providers that are required to report notifiable conditions.	Quarterly Biannually

FOCUS AREA B, OBJECTIVE # 4:

Implement a NEDSS Base System (NBS) to effectively manage notifiable disease reports.

DELIVERABLE # 1

DELIVERABLE	ACTIVITIES	TIMELINE
Documentation that training has been conducted for appropriate personnel relating to the NBS, i.e., copies of training materials relating to smallpox, list of training date(s), and sign-in sheets verifying the curriculum, dates on which the training was provided, pre-post tests, participant evaluation forms.	NBS system is currently scheduled to complete installation by December 31 st 2004. Documentation will be provided that training for SAMHD personnel was conducted Aug 4th 2004 by TDH.	December 31, 2005

FOCUS AREA B, OBJECTIVE # 5:

Coordinate/integrate epidemiologic response-specific plans with TDH/DSHS regions and hospitals.

DELIVERABLE # 1

DELIVERABLE	ACTIVITIES	TIMELINE
Copies of public health response plans identified in Focus Area A that include roles/responsibilities of regional epidemiology response teams and hospitals.	SAMHD Epi will provide documentation (meeting minutes/notes, sign-in sheets, etc) of coordination/integration activities with TDH/DSHS Region 8 and local hospitals through participation in the local Hospital Council sponsored preparedness committee meetings. (REMPSC) , RMOC drill participation, and TDH sponsored activities/workshops	Monthly Quarterly

DELIVERABLE # 2

DELIVERABLE	ACTIVITIES	TIMELINE
Documentation verifying coordination/integration activities with TDH/DSHS regions and hospitals, i.e., list of regularly scheduled meetings, meeting minutes/notes, sign-in sheets.	SAMHD Epi will provide documentation (meeting minutes/notes, sign-in sheets, etc) of coordination/integration activities with TDH/DSHS Region 8 and local hospitals through participation in the local Hospital Council sponsored preparedness committee meetings. (EDHG)	Monthly Quarterly

FOCUS AREA E, OBJECTIVE #1.

Implement an effective plan for 24/7 connectivity of key stakeholders involved in a public health detection and response.

Performance Goal:

The Public Health Agency has a system and procedures for alerting clinicians and response partners that:

- Specifies the audience (i.e., role-based),
- Maintains current contact information,
- Specifies message priority,
- Uses multiple notification methods that are based on the priority level of the message,
- Determines methods and timeline for acknowledgment based on message priority, and
- Is archived and retrievable according to time, audience, and topic.

DELIVERABLE # 1

DELIVERABLE	ACTIVITIES	TIMELINE
Written procedures reflecting TDH/DSHS Han policies/procedures for utilizing the HAN web portal database for contacting key stakeholders 24/7 to include: <ul style="list-style-type: none">• Description of communication devises used for contact (pagers, cells phones or other devises),• Database containing contact information for key stakeholders for 24/7 notification, and staff designation of job category (Director/Commissioner, HAN Administrator, or Epidemiology Response.	<ul style="list-style-type: none">▪ Laptops and penpads will be configured and tested so that they can connect to the HAN web portal and the Internet and WEBEOC system in any of San Antonio's potential EOC centers. Laptops will be able to connect by both wired and wireless means. See document titled "Emergency Management Personnel Connectivity" for details. Wireless access points will be installed in 2 conference rooms to act as SAMHD ICPs. Projectors will project the HAN web portal and the WEBEOC systems in the conference rooms for use by SAMHD key personnel. USB thumb drives will allow SAMHD key personnel the ability to share critical files downloaded from the HAN.▪ NEXTEL Blackberry units will be distributed and tested so that SAMHD key stakeholders can communicate via a secure communications mechanism.▪ NEXTEL Blackberries will be configured to contain contact information and staff designation for both SAMHD and non-SAMHD key stakeholders. Blackberries will also contain emergency management procedures including DSHS HAN policies. In addition, this information will be provided in CD and hard copy forms.	2 nd Quarter, 2005 2 nd Quarter, 2005 2 nd Quarter, 2005

FOCUS AREA E, DELIVERABLE # 8

DELIVERABLE	ACTIVITIES	TIMELINE
Description and implementation of a local redundant system for alerting, i.e., 911 call down, dialogic based rapid dial system, 2-way radios, email systems, or HAN-blast dial for regional systems.	<ul style="list-style-type: none"> ▪ Develop call-down tree for Bexar 9-1-1 system and test (See document titled "Replace CityWatch with Reverse 911" for details). ▪ Ensure all SAMHD key stakeholders have working HAN email accounts ▪ Ensure all SAMHD key stakeholders log in to the HAN system regularly to stay abreast of how to use it ▪ Develop testing procedures to contact SAMHD key stakeholders by NEXTEL Blackberries. Document response results. ▪ Implement redundant ISP for laptops to connect to HAN ▪ Install cable TV news channel access at SAMHD locations 	<p>3rd Quarter, 2005</p> <p>3rd Quarter, 2005</p> <p>Quarterly</p> <p>2nd Quarter, 2005</p> <p>4th Quarter, 2005</p> <p>3rd Quarter, 2005</p>

EXERCISES, OBJECTIVE # 6:

Evaluate the agency's capability of quickly and efficiently implementing their smallpox response plan to control and contain the consequences of a smallpox outbreak, in conjunction with participating hospitals, through an annual exercise/drill.

DELIVERABLE # 1

DELIVERABLE	ACTIVITIES	TIMELINE
Copy of notification document verifying that TDH/DSHS was notified about the exercise/drill, and was forwarded a copy of exercise objectives.	<ul style="list-style-type: none">Per Grant Year 2004 guidance the San Antonio Metropolitan Health District will submit, in the required timeline, the notification document and exercise objectives prior to any smallpox exercise.	August 3, 2005
Documentation of joint training with external partners on response plan and exercise objectives.	<ul style="list-style-type: none">Documentation of joint training will consist of either class rosters, after action reports by external partners, or sign in sheets	3 rd and 4 th Quarters
Documentation that exercise injects tested response plans and corresponded with material presented in provider trainings	<ul style="list-style-type: none">A copy of exercise injects will be incorporated into the required after action report as mandated by the DSHS staff.	3 rd and 4 th Quarters
After-action report that corresponds to the exercise objectives.	<ul style="list-style-type: none">After-action report will be submitted no later than 30 days post exercise, complete with external partner's evaluations, exercise notification, a comprehensive list of deliverables tested and third party evaluation.	Due 30 days post exercise
Revised smallpox response plans that include improvements based on the results of the exercise/drill and the date of the last revision.	<ul style="list-style-type: none">Revisions to the San Antonio Metropolitan Health District's smallpox plan will be incorporated as part of the lessons learned from the exercise or real world events. The revision will be clearly marked as will the last revision.	August 31, 2005
San Antonio Metropolitan Health District has assigned funds to DSHS, Region 8 for a third party vendor to conduct the exercises, training, and updating planning documents (CEMP, SNS, Smallpox, etc.).. At the time of this writing the third party vendor has not been selected nor times and dates for exercises identified. Therefore, should DSHS Region 8 for any reason fail to provide said vendor/exercises this objective cannot be met because it is too late in the year to go through the bidding process and planning stages to secure a replacement vendor.		