

FORM APPROVED COUNTY COUNSEL
 BY: GREGORY P. PRIAMOS DATE 5/31/16

Departmental Concurrence

**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

904



FROM: Riverside University Health System – Public Health

SUBMITTAL DATE:

SUBJECT: Ratify the acceptance of the award from the Regents of the University of Colorado, a body corporate, for and on behalf of the University of Colorado Denver. Districts: All [\$15,000 – University of Colorado Denver]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the acceptance of the award from the Regents of the University of Colorado, a body corporate, for and on behalf of the University of Colorado Denver in the amount of \$15,000 for the period of January 1, 2016 through December 31, 2016; and
2. Authorize the Chairperson to sign two (2) copies of said Agreement on behalf of the County; and

**BACKGROUND:
 Summary**

HP:ra

Sarah S Mack
 Sarah S Mack, Director
 RUHS – Public Health

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 3,659	\$ 11,341	\$ 15,000	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	

SOURCE OF FUNDS: 100 percent funded by the Regents of University of Colorado. Budget Adjustment: No
 For Fiscal Year: 15/16 – 16/17

C.E.O. RECOMMENDATION: **APPROVE**
 BY: *Christopher M. Hans*
 Christopher M. Hans
 County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: | District: All | Agenda Number:

3-64

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Ratify the acceptance of the award from the Regents of the University of Colorado, a
body corporate, for and on behalf of the University of Colorado Denver. Districts: All [\$15,000 –
University of Colorado Denver]**

DATE:

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

The Practice Change Leaders National Program Office has identified a menu of strategies designed to further enhance the projects and leadership skills of current Practice Change Leaders as well as alumni of both the Practice Change Fellows and Practice Change Leaders programs. Hermia Parks, Director of Public Health Nursing is a Practice Change Leaders Alumnus.

Through participation in the two years Practice Change Fellows program, Ms. Parks developed the Healthier Living Program for Senior (HELPS Plus), Taylor/Allers component. This evidence based Chronic Disease Self-Management model offers six weekly interactive workshops to help those with ongoing conditions learn how to take control of their health. The HELPS Plus Taylor/Allers component includes the addition of a seventh week, which incorporates food demonstration and exercise session and optional home visits aimed at helping older adults with chronic conditions learn how to self-manage and take control of their health.

The Practice Change Leaders National Program has awarded RUHS – Public Health \$15,000 to continue to support the important contributions HELPS Plus Taylor/Allers program is making to the residences of Riverside County.

Impact on Residents and Businesses

Empowering seniors to self-manage their own chronic diseases resulting in decreased emergency room visits and increased visits to their primary care providers.

SUPPLEMENTAL:

Additional Fiscal Information

The award is 100 percent funded by the Regents of the University of Colorado, a body corporate, for and on behalf of the University of Colorado Denver.

The amount of \$3,659 was included in the Fiscal Year 2015/2016 budget, therefore no budget adjustment is needed.

Year	Amount
2015/2016	\$3,659
2016/2017	11,341
Total	\$15,000

SUBCONTRACT

Institution/Organization ("UCD"): Regents of the University of Colorado, a body corporate, for and on behalf of the UNIVERSITY OF COLORADO DENVER , a public institution of higher education created under the constitution and the Law of the State of Colorado	Institution/Organization ("Subcontractor"): Name: Riverside University Health System – Public Health
Prime Sponsor ("Sponsor"): John A. Hartford Foundation	Prime Award Number ("Prime Award"): 2014-0308
UCD Principal Investigator: Eric Coleman	Amount Funded this Action: \$15,000
Current Period of Performance: Budget Period From: Jan. 1, 2016 To: Dec. 31, 2016	Anticipated Subcontractor Participation Period: Project Period From: Jan. 1, 2016 To: Dec.-1,-2016 Dec. 31, 2016
Subcontract No.: FY16.111.023	Project No.: 2-5-224035 2-5-24147

Project Title: Practice Change Leaders for Aging and Health

Reporting Requirements are detailed in Attachment 1.

TERMS AND CONDITIONS

- 1) UCD hereby awards a cost reimbursable subaward, as described herein, to Subcontractor. The statement of work and budget for this Subcontract are as shown in Attachment 4. In Subcontractor's performance of the work, Subcontractor shall be an independent entity and not an employee or agent of UCD.
- 2) UCD shall reimburse Subcontractor not more often than monthly for reasonable, allocable, and allowable costs not to exceed Amount Funded. All invoices shall be submitted using Subcontractor's standard invoice, but at a minimum shall include current and cumulative costs, Budget Period, Subcontract Number, Project Number, and certification as to truth and accuracy of invoice. *Invoices that do not reference UCD's Subcontract Number shall be returned to Subcontractor.* Invoices and questions concerning invoice receipt or payments should be directed to the UCD's Administrative Contact, as shown in Attachment 3A.
- 3) A final statement of cumulative costs incurred, marked "FINAL" must be submitted to UCD's Administrative Contact, as shown in Attachments 3A, NOT LATER THAN sixty (60) days after Subcontract end date. The final statement of costs shall constitute Subcontractor's final financial report.
- 4) All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subcontractor. UCD reserves the right to reject an invoice. Financial obligations of UCD are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available and authorized by the Sponsor.
- 5) Matters concerning the technical performance of this Subaward should be directed to the appropriate party's Principal Investigator, as shown in Attachments 3A and 3B. Technical reports are required as described in Attachment 1.
- 6) Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this Subcontract, and any changes requiring prior approval, should be directed to the appropriate party's Administrative Contact, as shown in Attachments 3A and 3B. Any such changes made to this Subcontract require the written approval of each party's Authorized Official as shown in Attachments 3A and 3B.
- 7) Each party agrees to be responsible for the acts or omissions of its employees, officers, or directors except that UCD's liability is expressly limited by the Colorado Governmental Immunity Act, C.R.S. 24-10-101 et seq., and the Eleventh Amendment to the United States Constitution and nothing herein shall be construed as a waiver of such immunity.
- 8) Either party may terminate this Subcontract with thirty (30) days written notice to the appropriate party's Administrative Contact as shown in Attachments 3A and 3B. UCD shall reimburse Subcontractor for termination cost as allowable by the Sponsor.
- 9) No-cost extensions require the approval of UCD. Any requests for a no-cost extension should be addressed to and received by the Administrative Contact, as shown in Attachment 3A, not less than thirty (30) days prior to the desired effective date of the requested change.
- 10) The Subcontract is subject to the terms and conditions of the Prime Award and other special terms and conditions, as identified in Attachments 1 and 2 incorporated herein.
- 11) By signing below, Subcontractor makes the certifications and assurances shown in Attachments 1 and 2 and will comply with the Reporting Requirements as found in Attachment 1. The Subcontract is subject to the terms and conditions, as identified in Attachment 1 and 2.

By an Authorized Official of UCD (UCD OGC): _____ <div style="text-align: right;">Date</div>	By an Authorized Official of Subcontractor (RIVERSIDE): _____ <div style="text-align: right;">Date</div>
Acknowledged by UCD Principal Investigator (UCD PI): _____ <div style="text-align: right;">Date</div>	

FORM APPROVED COUNTY COUNSEL
 BY: Marsha Victor 5/27/16
 MARSHA L. VICTOR DATE

**Subcontract
ATTACHMENT 1
Certifications, Assurances, and Reporting**

By signing the Subcontract, the Subcontractor's Authorized Official certifies, to the best of his/her knowledge and belief, that:

Debarment, Suspension, and Other Responsibility Matters

Subcontractor certifies by signing this Subcontract that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

Audit Requirement

Subcontractor certifies that it performs an annual audit. Subcontractor will notify UCD upon completion of such audit if there are any adverse findings which impact this Subcontract. Subcontractor is further required to certify that all expenditures reported or payments requested under this Subcontract were for the appropriate purposes and in accordance with the provisions of the Prime Award. See Attachment 2.

UCD Liability

It is specifically understood and agreed that nothing contained in this Agreement shall be construed as an express or implied waiver by the University of its governmental immunity or of the governmental immunity of the State of Colorado, as an express or implied acceptance by the University of liabilities arising as a result of actions which lie in tort in excess of the liabilities allowable under the Colorado Governmental Immunity Act, C.R.S. 24-10-101 et seq. or as a waiver of the University's immunity under the Eleventh Amendment to the United States.

Reporting Requirements

Technical Reports

- 1) Subcontractor shall periodically submit formal report(s) to the UCD Principal Investigator on the progress of the work and results being obtained. Subcontractor shall make available to UCD all information relative thereto.
- 2) Reporting is to be done annually during the term of this Subcontract and at the termination of the Subcontract, unless quarterly or other special reports are also requested by the UCD Principal Investigator.
- 3) Progress and final reports shall be due with thirty (30) days following the end of the defined period and submitted to the UCD Principal Investigator. Such reports shall fully and promptly disclose to UCD any ideas, concepts, designs, methods, inventions, modifications, improvements, new uses, and discoveries which are conceived and/or made in the performance of the work by one or more of Subcontractor's personnel (hereinafter referred to as "Intellectual Property"), whether or not patentable.
- 4) Subcontractor shall submit any report requested or required by the Sponsor pursuant to the Prime Award. See Attachment 2.

Financial Reports and Invoice Requirements

- 1) Subcontractor is expected to maintain an accurate accounting, compliant with OMB Circular A-133 standards, of all costs incurred in the performance period of this Subcontract and all costs under this Subcontract must be based on actual costs that are reasonable, allocable, and allowable.
- 2) Each invoice must be accompanied by a detailed, transaction report from the Subcontractor's General Ledger system for time period covered by the invoice. At a minimum, this report must contain the amount, the date the transaction occurred, and a description of each transaction. The total number of transactions on this report must also agree with the invoice amount unless there is an adjusting expense item with the final invoice. In the case of a final invoice adjustment, adequate audit detail should accompany the General Ledger transaction level detail report so that the invoice amount can be reconciled to the General Ledger transaction level detail report and supporting documentation.
- 3) Substantiating documents including but not limited to travel receipts, purchase orders, invoices for services and supplies, time records, etc., shall be retained and provided by Subcontractor to UCD upon request.
- 4) Subcontractor may request approval to invoice more frequently than monthly if applicable. Such request shall be sent to UCD Administrative Contact as shown in Attachment 3A.
- 5)

**Subcontract
ATTACHMENT 2
Sponsor Terms and Conditions**

All applicable provisions of the agreement between UCD and Sponsor named in Prime Award, identified with the following number 2014-0308, attached hereto, and by this reference made a part hereof for all purposes, shall be binding on the Subcontractor, and Subcontractor agrees thereto.

The point of contact for the Subcontractor under this Prime Award will be UCD. Subcontractor will contact UCD regarding the programmatic aspects of this award, including all requests for information or clarification regarding Sponsor requirements, and requests requiring prior approval.

**Subcontract
ATTACHMENT 3A
UCD Contacts**

Institution/Organization ("Prime Recipient")

Name: Regents of the University of Colorado, a body corporate, for and on behalf of the
University of Colorado Denver

Address: University of Colorado Denver, Office of Grants and Contracts, Anschutz Medical Campus
Bldg. 500, W1126, 13001 E 17th Place, Mail Stop F428
Aurora, Colorado 80045

Administrative Contact

Name:	Shelly Nebel		
Address:	13199 E. Montview Blvd., Suite 400 Aurora, CO 80045		
Telephone:	303-724-2524	Fax:	303-724-2530
Email:	Shelly.nebel@ucdenver.edu		

Principal Investigator

Name:	Eric Coleman, MD, MPH		
Address:	13199 E Montview Blvd., Suite 400 Aurora, CO 80045		
Telephone:	303-724-2536	Fax:	303-724-2530
Email:	Eric.coleman@ucdenver.edu		

Financial Contact

Name:	Amanda Drazin, MPA, CRA		
Address:	13199 E Montview Blvd., Suite 400 Aurora, CO 80045		
Telephone:	303-724-6662	Fax:	303-724-2530
Email:	Amanda.h.drazin@ucdenver.edu		

Authorized Official

Name:	Amy Gannon; Director, Office of Grants and Contracts		
Address:	University of Colorado Denver, Office of Grants and Contracts, Anschutz Medical Campus Bldg. 500, W1126, 13001 E 17 th Place, Mail Stop F428 Aurora, Colorado 80045		
Telephone:	303-724-0090	Fax:	303-724-0814
Email:	ogc.subcontracts@ucdenver.edu		

**Subcontract
ATTACHMENT 3B
Subcontractor Contacts**

Institution/Organization ("Subrecipient")

Name:	Riverside University Health System – Public Health		
Address:	4065 County Circle Drive, Riverside, CA 92503-3410		
EIN No:	95-6000930	Congressional District	CA-041
Institution Type:	Government	Duns No:	14201234

Is performance Site Same Address as Above? Yes No

If no, is Performance site the same as PI address below? Yes No

If no to both questions, please complete 3B page 2.

Subcontractor currently registered in CCR? Yes No

Is Subcontractor exempt from reporting compensation? Yes No

If no, complete 3B page 2.

Administrative Contact

Name:	Hermia Parks, Director of Public Health Nursing/Maternal, Child and Adolescent Health		
Address:	4065 County Circle Drive		
	Riverside, CA 92503-3410		
Telephone:	951-358-5516	Fax:	951-358-4762
Email:	hparks@rivcocha.org		

Principal Investigator

Name:	Hermia parks, Director of Public Health Nursing/Maternal, Child and Adolescent Health		
Address:	4065 County Circle Drive		
	Riverside, CA 92503-3410		
Telephone:	951-358-5516	Fax:	951-358-4762
Email:	hparks@rivcocha.org		

Financial Contact

Name:	Isabel Michaelis, Fiscal Manager		
Address:	4065 County Circle Dirve		
	Riverside, CA 92503-3410		
Telephone:	951-358-5054	Fax:	951-358-5292
Email:	imichael@rivcocha.org		

Authorized Official

Name:	Susan D. Harrington, Director of Public Health Sarah S. Mack, Interim Director		
Address:	4065 County Circle Dirve		
	Riverside, CA 92503-3410		
Telephone:	951-358-5303	Fax:	951-358-4529
Email:	sharring@rivcocha.org ssmack@rivcocha.org		

**Subcontract
ATTACHMENT 4
Statement of Work and Budget**

Statement of Work

- Coordinate and conduct Healthier Living Program for Seniors (HELPS) Plus Taylor/Allers component to improve participants understanding and management of their chronic disease.
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- Submit final report demonstrating anticipated 90% increase in knowledge and management of their chronic disease and ensure 100% of participants have access to a medical home for condition management.

Budget

Personnel	<u>\$15,000</u>
Total Direct Costs	\$15,000
F&A Costs @ 0%	
Total Costs	\$15,000