



UTAH DEPARTMENT OF HEALTH & HUMAN SERVICES CONTRACT

PO Box 144003, Salt Lake City, Utah 84114
288 North 1460 West, Salt Lake City, Utah 84116

2412304
DHHS Log Number

242701203
State Contract Number

1. **CONTRACT NAME:** The name of this contract is MRC STTRONG - San Juan Health Department FY25

2. **CONTRACTING PARTIES:** This contract is between the Utah Department of Health & Human Services (DHHS) and San Juan County (CONTRACTOR).

PAYMENT ADDRESS

San Juan County
735 S 200 W, Ste 2
Blanding UT, 84511

MAILING ADDRESS

San Juan County
735 S 200 W, Ste 2
Blanding UT, 84511

Vendor ID: 06866HL

Commodity Code: 99999

3. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this agreement is to support the establishment of a Utah Medical Reserve Corps (MRC) unit and develop the overall readiness of an MRC volunteer program across the state of Utah with an emphasis on underserved areas, addressing the needs of at-risk individuals, and ongoing outreach.

4. **CONTRACT PERIOD:** The service period of this contract is 06/01/2024 through 05/31/2025, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.

5. **CONTRACT AMOUNT:** The DHHS agrees to pay \$35,000.00 in accordance with the provisions of this contract. This contract is funded with 100% federal funds, 0% state funds, and 0% other funds.

6. **CONTRACT INQUIRIES:** Inquiries regarding this contract shall be directed to the following individuals:

CONTRACTOR CONTACT:

Grant Sunada
(435) 587-3838
gsunada@sanjuancounty.org

DHHS CONTACT:

Michelle Hale
(801) 419-8892
mhale@utah.gov

7. SUB – RECIPIENT INFORMATION:

UEI: WCVABP2FEVA2

Indirect Cost Rate: 0%

Federal Program Name:	Utah MRC STTRONG Elevated Project	Award Number:	6 U3REP230712-01-00
Name of Federal Awarding Agency:	ASPR Acquisition Management Contracts and Grants	Federal Award Identification Number:	U3REP230712
Assistance Listing:	Medical Reserve Corps Small Grant Program	Federal Award Date:	6/22/2023
Assistance Listing Number:	93.008	Funding Amount:	\$35000

8. REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:

Attachment A: Scope of Work

9. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:

- A. All other governmental laws, regulations, or actions applicable to services provided herein.
- B. All Assurances and all responses to bids as provided by the CONTRACTOR.
- C. Utah Department of Health & Human Services General Provisions and Business Associates Agreement currently in effect until 6/30/2028.

10. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

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Contract with Utah Department of Health & Human Services and San Juan County, Log # 2412304

IN WITNESS WHEREOF, the parties enter into this agreement.

CONTRACTOR

STATE

By: _____
Bruce Adams Date
County Commission Chair

By: _____
Tracy S. Gruber Date
Executive Director, Department
of Health & Human Services

Attachment A: Scope of Work
MRC STTRONG – San Juan Health 2024

Article 1
DEFINITIONS

In this agreement, the following definitions apply:

“MRC” means Medical Reserve Corps.

“MRC STTRONG” means the federal grant project named MRC State, Territory and Tribal Nations, Representative Organizations for Next Generation.

“Grantee” means Agreement or and legal name of the vendor as noted on Agreement Page One.

“Volunteer” means MRC volunteer.

Article 2
GENERAL PURPOSE

The general purpose of this agreement is to support the establishment of a Utah Medical Reserve Corps (MRC) unit and develop the overall readiness of an MRC volunteer program across the state of Utah with an emphasis on underserved areas, addressing the needs of at-risk individuals, and ongoing outreach.

Article 3
RESPONSIBILITIES OF GRANTEE

3.1.1 The Grantee shall build and sustain an MRC unit with capabilities which may include the following:

- (1) Expand workforce capacity as necessary to support volunteer management;
- (2) Build and sustain partnerships with public and private organizations to prepare for and respond to disasters and public health emergencies;
- (3) Recruit and retain volunteers;
- (4) Update volunteer management plans;
- (5) Provide training opportunities to volunteers;
- (6) Incorporate volunteers into response exercises; and
- (7) Develop leadership sustainability and continuity.

3.2 The Grantee shall have at least one MRC representative attend the annual MRC conference.

3.3 For reporting the Grantee shall:

- (1) submit a workplan and budget using DHHS provided templates, no later than July 30, 2025:

(A) The Grantee shall notify DHHS in advance of any changes to workplan or budget once approved by DHHS;

(2) submit a progress report on a quarterly basis using DHHS provided templates, as per the following schedule:

Activity Period	Due Date
June 1, 2024 – August 31, 2024	September 15, 2024
September 1, 2024 – November 30, 2024	December 15, 2024
December 1, 2024 – February 29, 2025	March 15, 2025
March 1, 2025 – May 31, 2025	June 15, 2025

(3) submit an annual spending report and a tangible asset report for single item purchases of \$5,000.00 or greater, no later than August 15;

(4) submit other data as requested by Administration for Strategic Preparedness and Response (ASPR); and

(5) submit all programmatic and reporting requirements to DHHS via email at prepgrants@utah.gov.

Article 4

OUTCOMES

4.1 The desired outcome of this agreement is to build and develop readiness of MRC volunteers across the state to provide capacity for emergency response to the LHDs and community.

4.2 Performance Measures:

- (1) Number of new volunteers recruited; and
 - (2) Number of annual training sessions held for MRC volunteers; and
 - (3) Number of community events held annually.

4.3 Reporting: The Grantee shall provide quarterly progress reporting to DHHS as per the schedule in Section 3.3.2.

Article 5

FUNDING

5.1 Funding.

- (1) \$35,000 for the period June 1, 2024, to May 31, 2025.

5.2 This is a Cost Reimbursement agreement. DHHS agrees to reimburse the Grantee up to the maximum amount of the agreement for expenditures made by the Grantee directly related to the performance of this agreement.

Article 6

INVOICING

6.1 In addition to the General Provisions of the Agreement, the Grantee shall include a column in the Monthly Expenditure Report with the category title: MRC STTRONG.

6.2 The Grantee shall submit the final year-end Monthly Expenditure Report no

later than July 12, annually.

Article 7

MANDATORY DISCLOSURES

- 7.1 The Grantee shall disclose, in a timely manner, in writing to DHHS all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180 and 31 U.S.C. 3321).

Article 8

LOBBYING RESTRICTIONS

- 8.1 The Grantee shall comply with 45 CFR Part 93. None of the funds made available through this award shall be used to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer, or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal agreement, grant, or cooperative agreement, the making of any Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal agreement, grant, loan, or cooperative agreement. Influencing or attempting to influence means making, with the intent to influence, any communication to or appearance before an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of congress in connection with any covered action.

Article 9

PUBLICATIONS

9.1 All Grantee publications, including research publications press releases other publications or documents about research that is funded by ASPR shall include the following two statements:

(1) Specific acknowledgment of ASPR grant support, such as:

(A) "Research reported in this [publication/press release] was supported by ASPR Acquisition Management Contracts and Grants and DHHS of Health and Human Services Administration for Strategic Preparedness and Response under award number U3REP230712"; and

(2) Disclaimer that says: "The content is solely the responsibility of the authors and does not necessarily represent the official views of DHHS of Health and Human Services Administration for Strategic Preparedness and Response".