

**TASK ORDER AMENDMENT NUMBER FOUR**  
**TASK ORDER FOR PHEP (Public Health Emergency Preparedness)**  
**TASK ORDER NUMBER 20-07-6-11-005-0**

This TASK ORDER AMENDMENT is to amend the above-referenced contract between the Montana Department of Public Health and Human Services, (the "Department"), whose contact information is as follows: 1400 Broadway St. Room C202, Helena, MT, 59620-2951, Phone Number (406) 444-1611, Fax Number (406) 444-3044, and Broadwater County, ("Contractor"), whose contact information is as follows: Federal Tax ID 81-6001337, 124 N. Cedar, Townsend, MT 59644, Phone Number (406) 266-5209, Fax Number (406) 266-3940, respectively (collectively, the "Parties").

Effective October 15, 2021 this Task Order is amended as follows. Existing language has been struck; amended language underlined.

SECTION 3: SERVICES TO BE PROVIDED, will be amended as follows:

A. The Contractor shall provide the following services:

- 1) through 6) Remain the same.
- 7) Submit to the Department's liaison listed in SECTION 7: LIAISONS AND SERVICE OF NOTICES, the deliverables as outlined and described in the Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022,~~ and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F) provided by the Department and incorporated by reference in this document. Deliverables must be completed by due dates noted in Attachments, or by negotiated due date as described in SECTION 6: SOURCE OF FUNDS AND FUNDING CONDITIONS.
- 8) and 9) Remain the same.
- 10) Provide performance, activity and fiscal reports required by the Department as outlined and described in Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022,~~ and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F).
- 11) through 18) Remain the same.

B. The Department agrees to provide the following services:

- 1) Provide allocation of funds based upon the deliverables specified in Public

Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022,~~ and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F).

- 2) Reimburse the Contractor for actual and necessary expenditures in accordance with the Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022,~~ and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F).
- 3) Provide guidelines, templates, formats, requirements and evaluation criteria for each deliverable Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022,~~ and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F).
- 4) through 7) Remain the same.
- 8) Provide in a timely manner and according to pre-established and mutually agreed upon timelines any review, input or approval of obligations outlined in this Task Order and/or the Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022,~~ and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F).
- 9) through 12) Remain the same.

SECTION 5: COMPENSATION, will be amended as follows:

In consideration of the services provided through this Task Order;

The Department will pay the Contractor for Public Health Emergency Preparedness services a total of \$30,381 for the period of July 1, 2019 – June 30, 2020, \$30,381 for the period of July 1, 2020 – June 30, 2021, ~~and \$30,381 for the period of July 1, 2021 – June 30, 2022,~~ \$30,381 for the period of July 1, 2022 – June 30, 2023, and \$30,381 for the period of July 1, 2023 – June 30, 2024.

Payments will be made for satisfactory execution of required deliverables submitted in

accordance with the schedule detailed below. Each deliverable will be reviewed by the Task Order liaison, or representative, for satisfactory work before payment is released. Payments will be made within 30 days after its receipt and approval by the Department. The Department will reimburse the Contractor for performance as required in the Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), and Attachment A4 Cooperative Agreement Requirements & Guidance 2021-2022, and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment E). Upon successful completion and submission of quarterly reports and stand-alone deliverables, payments will be issued as follows:

Task Order period July 1, 2019 – June 30, 2020

1) through 4) Remain the same.

Task Order period July 1, 2020 – June 30, 2021

5) through 8) Remain the same.

Task Order period July 1, 2021 – June 30, 2022

9) through 12) Remain the same.

Task Order period July 1, 2022 – June 30, 2023

13) through 16) Remain the same.

Task Order period July 1, 2023 – June 30, 2024

17) Through 20) Remain the same.

The Department will pay the Contractor a total of \$28,265 for COVID-19 Response funding the period of March 16, 2020 – March 15, 2021.

1) through 3) Remain the same.

The Department will pay the Contractor for Disease Intervention Services ~~by~~ if the Contractor employing employs a Disease Intervention Specialist (DIS), Epidemiologist, or Sanitarian. Funding for the communicable disease epidemiologist and the disease intervention specialist, is \$91,811.84 per year, which includes annual salary and benefits. Funding for the sanitarian is \$91,811.84 per year, which includes annual salary, benefits, and travel. This funding will be made through 8 quarterly payments evenly divided and will end on June 30, 2022. Refer to Attachment A3 for specific breakdown of salaries, benefits, and travel.

Funding for the Congregate Living Coordinator (CLC), is \$69,284, which includes annual salary and benefits. This funding will be divided evenly over the 48 quarters, starting on July 1, 2021 and ending June 30, 2023. Quarterly payments will be made only for the quarters LHJs have a CLC employed.

The Department will pay the Contractor to employ additional public health staff for Workforce Crisis Development. The total funding for Workforce development is \$154,000, and will be divided into 3 payments outlined in Attachment F. Payments will be made after submission of Workforce Crisis Development deliverables that will be reported in PHEP's regular quarterly progress report. The first payment will be made after submission of 2<sup>nd</sup> quarter of BP3(January 15, 2022), second payment will be made after submission of 4<sup>th</sup> quarter of BP3(July 15, 2022), and the third/final payment will be made after submission of 4<sup>th</sup> quarter of BP4(July 15, 2023). Payments will be made only while LHJs have an employee in the position designated in Attachment F. Refer to Attachment F for specific guidance on allowable fund usage and a breakdown of payments.

The Department shall have the right at any time to request additional documentation concerning Contractor expenditures and activities. The Department may withhold payment at any time during the term of the task order if the Contractor is failing to perform its duties and responsibilities in accordance with the terms of this task order. Additionally, payment or partial payment may be withheld if a required deliverable is not submitted, submitted late, or considered unsatisfactory in either form or content. It will be the Department's discretion to determine if they will agree to another submittal deadline or to a replacement or substitute for a required deliverable.

SECTION 6: SOURCE OF FUNDS AND FUNDING CONDITIONS, will be amended as follows:

A. and B. Remain the same.

C. The Contractor must complete deliverables as defined and by the deadline noted in the Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4~~ Cooperative Agreement Requirements & Guidance 2021-2022, and PUBLIC HEALTH Workforce Crisis Supplemental (Attachment F). If the Contractor cannot meet the established deadline for a specific deliverable, the Contractor may request an extension. The extension request must be in written format justifying the need for an extension and must be received prior to the established deadline. The Department will provide written approval or denial of an extension request. The department has the discretion to provide partial reimbursement for incomplete deliverables after consultation with the Contractor.

D. Remains the same.

E. The Contractor may not use monies provided through this Task Order as reimbursement for the costs of services that are reimbursed from other sources. The Contractor will use the funds available under this Task Order for activities outlined in Public Health Emergency Preparedness Deliverable Guide, Budget Period 19-1901, 2019-2020 (Attachment A), COVID-19 Response 2020-2021 (Attachment A1), Cooperative Agreement Requirements & Guidance 2020-2021 (Attachment A2), Funding Table for Additional Positions (Attachment A3), ~~and Attachment A4~~ Cooperative Agreement Requirements & Guidance 2021-2022, and PUBLIC

HEALTH Workforce Crisis Supplemental (Attachment F) and for related activities that strengthen the public health infrastructure to meet the 15 public health preparedness capabilities.

F. through K. Remain the same.

SECTION 9: SCOPE OF TASK ORDER, will be amended as follows:

This task order consists of 9 numbered pages, Amendment One, Attachment A, Attachment A1, Amendment Two, Attachment A2, Attachment A3, Amendment 3, and Attachment A4, Amendment 4 and Attachment F.

#### AUTHORITY TO EXECUTE

Except as modified above, all other terms and conditions of Task Order Number 20-07-6-11-005-0 remain unchanged.

The parties through their authorized agents have executed this Task Order Amendment on the dates set out below.

#### **MONTANA DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES**

By: \_\_\_\_\_ Date: \_\_\_\_\_

~~Todd Harwell, Administrator  
Department of Public Health & Human Services  
Public Health & Safety Division  
1400 Broadway B201  
Helena, MT 59620-2951  
(406) 444-4141~~  
Adam Meier, Director  
Montana DPHHS

#### **BROADWATER COUNTY**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Broadwater County Commissioner

## ***ATTACHMENT F***

### ***PUBLIC HEALTH Workforce Crisis Supplemental***

The county will be provided the specified funding for the positions listed below in the table. Funds are available from July 1, 2021 to June 30, 2023. Positions' duties must be related to COVID-19 prevention, preparedness, response, or recovery initiatives.

Funding is provided by the CDC and cannot supplant or replace existing funding. The intent of this funding is to increase staffing at health departments which involves hiring or contracting new personnel. Recipients must: 1) comply with existing and/or future directives and guidance from the Secretary regarding control of the spread of COVID-19; 2) in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and 3) assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation. In addition, to the extent applicable, the recipient will support the State's compliance with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting must be in accordance with guidance and direction from DPHHS.

This award is contingent upon agreement by the recipient to comply with existing and future guidance from DPHHS regarding control of the spread of COVID-19. In addition, the recipient must apply these terms to any subaward, to the extent applicable to activities set out in such subaward.

To achieve the public health objectives of ensuring the health, safety, and welfare of all Americans, the recipient must distribute and administer vaccine without discriminating on non-public-health grounds within a prioritized group.

Up to \$5000 of the award may be used for supplies, equipment, and travel specific to the funded position(s). Equipment and supplies include items necessary to support the new position(s) including personal protective equipment, equipment needed to perform the duties of the position, computers, cell phones, internet costs, cybersecurity software, and other costs associated with support of the expanded workforce (to the extent these are not included in recipient indirect costs). Request additional spending authorization on equipment, supplies, and travel through Kerry Pride in the PH System Improvement Office at [Kpride@mt.gov](mailto:Kpride@mt.gov).

<b>Receiver</b>	<b>Procurement</b>	<b>CDC Position Category</b>	<b>Hired level FTE</b>	<b>Additional Funding Amount</b>	<b>1st payment 1/15/2022</b>	<b>2nd payment 7/15/2022</b>	<b>3rd payment 7/15/2023</b>
Beaverhead	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Big Horn	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Blaine	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Broadwater	Nurse	Professional or Clinical Staff	0.5	\$63,000	\$30,800	\$61,600	\$61,600
Broadwater	Sanitarian	Professional or Clinical Staff	1	\$91,000			
Carter	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Cascade	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Chouteau	Mental Health Professional	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Custer	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000

Dawson	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$21,000	\$42,000	\$42,000
Dawson	Program Manager	Program Management Staff	0.25	\$35,000			
Deer Lodge	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Fallon	Nurse	Professional or Clinical Staff	0.5	\$75,000	\$15,000	\$30,000	\$30,000
Flathead	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Gallatin	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Garfield	Nurse	Professional or Clinical Staff	0.25	\$35,000	\$7,000	\$14,000	\$14,000
Glacier	Administrative Assistant	Admin Support Staff	1	\$70,000	\$18,600	\$37,200	\$37,200
Glacier	Nurse	Professional or Clinical Staff	0.25	\$23,000			
Hill	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000



Jefferson	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Lake	Contract Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Lewis and Clark	Nurse	Professional or Clinical Staff	0.5	\$70,000	\$14,000	\$28,000	\$28,000
Liberty	Administrative Assistant	Admin Support Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Lincoln	Administrative Assistant	Admin Support Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Madison	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
McCone	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Meagher	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Mineral	Clinical Investigator	Disease Investigation Staff	1	\$90,000	\$26,000	\$52,000	\$52,000
Mineral	Program Staff	Program Management Staff	0.125	\$40,000			

Missoula	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Park	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Pondera	Administrative Assistant	Admin Support Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Ravalli	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Richland	Nurse	Professional or Clinical Staff	0.2	\$30,000	\$23,000	\$46,000	\$46,000
Richland	Contact Tracer	Disease Investigation Staff	0.5	\$40,000			
Richland	Program Manager	Program Management Staff	0.8	\$45,000			
Roosevelt	Contact Tracer	Disease Investigation Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Silver Bow	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Stillwater	Nurse	Professional or Clinical Staff	0.5	\$70,000	\$14,000	\$28,000	\$28,000

Sweet Grass	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Toole	Nurse	Professional or Clinical Staff	0.5	\$70,000	\$14,000	\$28,000	\$28,000
Treasure	Program Manager	Program Management Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Valley	Nurse	Professional or Clinical Staff	1	\$130,000	\$26,000	\$52,000	\$52,000
Wibaux	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000
Yellowstone	Contact Tracer	Disease Investigation Staff	1	\$70,000	\$14,000	\$28,000	\$28,000

Submit the quarterly fund expenditures on the Quarterly Progress Reports beginning with 2<sup>nd</sup> quarters report due December 31, 2021. The report template provided below will help in gathering information to answer the deliverable questions in the Quarterly Progress Report in Formstack.

Jurisdiction:	Working Title:	Hire Date	Resignation/End Date of Hire	First and Last name	Contractual or Non-Contractual:	If Contractual, Vendor/Contractor's Name:	If Contractual - Contractor ID

CDC Classification	Budget Justification (250 characters or less)	FTE (40hrs wk = 1FTE) in this specific position paid with this funding.	Hourly Rate or Salary Pay amount for each position	Funded Amount

**July- December 2021 Expenses - 1st Reporting Period**

Pay and benefits (total compensation) -1st RP	Cost of Equipment Purchased for the position - 1st RP	Cost of Supplies Purchased for the Position- 1st RP	Cost of Travel purchased for the Position- 1st RP	Cost of Training for the Position- 1st RP	Indirect Costs- 1st RP	Subtotal - 1st Reporting Period
						\$ -
						\$ -
						\$ -
						\$ -

**January - June 2022 Expenses - 2nd Reporting Period**

Pay and benefits (total compensation) - 2nd RP	Cost of Equipment Purchased for the position- 2nd RP	Cost of Supplies Purchased for the Position- 2nd RP	Cost of Travel purchased for the Position- 2nd RP	Cost of Training for the Position- 2nd RP	Indirect Costs- 2nd RP	Subtotal- 2nd Reporting Period
						\$ -
						\$ -
						\$ -
						\$ -

**July - December 2022 Expenses- 3rd Reporting Period**

Pay and benefits (total compensation)- 3rd RP	Cost of Equipment Purchased for the position- 3rd RP	Cost of Supplies Purchased for the Position- 3rd RP	Cost of Travel purchased for the Position- 3rd RP	Cost of Training purchased for the Position- 3rd RP	Indirect Costs- 3rd RP	Subtotal- 3rd Reporting Period
						\$ -
						\$ -
						\$ -
						\$ -

**January-June 2023 Expenses - 4th Reporting Period**

Pay and benefits (total compensation)- 4th RP	Cost of Equipment Purchased for the position- 4th RP	Cost of Supplies Purchased for the Position- 4th RP	Cost of Travel purchased for the Position- 4th RP	Cost of Training purchased for the Position- 4th RP	Indirect Costs- 4th RP	Subtotal -4th Reporting Period
						\$ -
						\$ -
						\$ -
						\$ -

