

EXHIBIT A

2012-13 Public Health Emergency Preparedness (PHEP), General Fund Pandemic Influenza (GF Pan Flu) and Hospital Preparedness Program (HPP) Funding

Scope of Work

1. Service Overview

This Agreement is entered into between the California Department of Public Health, hereinafter referred to as "CDPH" and the County of El Dorado, hereinafter referred to as the "LHD" and/or "Local HPP Entity". LHD and/or Local HPP Entity agrees to provide to CDPH the services described herein.

Activities must be in accordance with the 2012-13 Application Guidance for Local Health Departments and Local Hospital Preparedness Program Entities for the following funding sources: PHEP, HPP, and GF Pan Flu.

2. Service Location

The services shall be performed at applicable facilities in the County of El Dorado.

3. Service Hours

The services shall be provided during normal LHD and/or Local HPP Entity working hours and days, as well as other hours and days the LHD deems appropriate.

4. Project Representatives

A. The project representatives during the term of this agreement will be:

California Department of Public Health EPO Project Officer Armando Arroyo Telephone: (916) 440-7154 Fax: (916) 650-6420 Email: Armando.Arroyo@cdph.ca.gov	County of El Dorado PHP Program Manager Chris Weston Telephone: (530) 621-7581 Fax: (530) 621-2758 Email: chris.weston@edcgov.us
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B. Direct all inquiries to:

California Department of Public Health Emergency Preparedness Office Attention: Local Management Unit MS 7002 P.O. Box 997377 Sacramento, CA 95899-7377 Telephone: (916) 650-6416 Fax: (916) 650-6420	County of El Dorado Health and Human Services Agency Attn: Daniel Nielson, MPA, Director 3057 Briw Road, Suite A Telephone: (530) 642-7300 Fax: (530) 626-7734
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- C. Either party may make changes to the information above by giving written notice to the other party. Said changes shall not require an amendment to this agreement.

5. Services to be Performed

LHD and/or Local HPP Entity shall perform services as outlined in accordance with the PHEP, GF Pan Flu and HPP Cooperative Agreement Application, Work Plans, and Budgets.

6. Allowable Informal Scope of Work Changes

- A. The LHD and/or Local HPP Entity or CDPH may propose informal changes or revisions to the activities, tasks, deliverables and/or performance time frames specified in the Scope of Work (SOW), provided such changes do not alter the overall goals and basic purpose of the agreement.
- B. Informal SOW changes may include the substitution of specified activities or tasks, alteration or substitution of agreement deliverables and modifications to anticipated completion/target dates.
- C. Informal SOW changes processed hereunder shall not require a formal agreement amendment, provided the LHD's and/or Local HPP Entity's annual budget does not increase or decrease as a result of the informal SOW change.
- D. Unless otherwise stipulated in this agreement, all informal SOW changes and revisions are subject to prior written approval by CDPH.
- E. In implementing this provision, CDPH will provide a format for the LHD's and/or Local HPP Entity's use to request informal SOW changes.

7. Reporting Requirements

- A. Semi-annual written progress reports and expenditure reports must be submitted according to the schedule shown below. The purpose of the progress reports and expenditure reports is to document activities and expenditure of funds.

PERIOD COVERED	DUE DATE
Midyear: July 1, 2012 - December 31, 2012	January 31, 2013
Year-End: July 1, 2012 – June 30, 2013	September 1, 2013

- B. Each progress report shall include, but not be limited to, data and information required by statute and information needed to satisfy federal reporting and CDPH monitoring requirements. The reports shall be submitted in accordance with procedures and a format required by CDPH.

8. Expenditure and Program Requirements

- A. In accordance with the LHD and/or Local HPP Entity signed Certification Against Supplanting (Exhibit E), funds shall not be used to supplant funding for existing levels of services and will only be used for the purposes designated herein.
- B. In executing this Agreement, the LHD and/or Local HPP Entity assures that it will comply with the LHD and/or Local HPP Entity Comprehensive Agreement Application, Work Plans and Budget approved by CDPH.
- C. Funds made available are limited to activities approved in the Work Plans and Budgets. Any changes to the Work Plans or Budgets need prior approval from CDPH before implementing. Any contracts or subcontracts needing approval from Project Officer must be submitted prior to spending those funds.