



Boone County Community Services

AGREEMENT RENEWAL REQUEST

The Boone County Children's Services Board (BCCSB) has approved renewal of the contract for RFP #30-20JUL17 with Columbia/Boone County Department of Public Health and Human Services (PHHS) for the Teen Outreach Program. The term shall be valid for the dates indicated below.

CONTRACTOR	Columbia/Boone County Department of Public Health and Human Services			
SERVICE DESCRIPTION	UNIT MEASUREMENT	UNIT RATE	PROPOSED # OF UNITS	TOTAL AMOUNT REQUESTED
Health Education	One hour	\$25.09	867	\$21,753.03
Information and Referral	One meeting	\$24.67	100	\$2,467.00
Positive Youth Development	One hour	\$13.80	835	\$11,523.00
Family Education	One hour	\$25.09	54.5	\$1,367.41
RENEWAL PERIOD	January 1, 2019 through December 31, 2019			
RENEWAL AMOUNT	\$37,110.44			

Please indicate below your organization's intent to accept or decline this offer to renew by reading the information, checking the appropriate box, signing, and dating this form, and returning this to the address listed below.



ACCEPT AGREEMENT RENEWAL REQUEST

Sign and date if the PHHS agrees to renew the contract for RFP #30-20JUL17 under the same terms and conditions as set in the original contract. Please note that by signing to this *Agreement Renewal Request*, your organization agrees to the following stipulations:

Insurance Certificate and Work Authorization Form

Submit an updated Insurance Certificate and a new notarized Work Authorization Form along with the E-Verify Memorandum of Understanding when returning this Agreement Renewal Request.

Organization Profile in the *Apricot by Social Solutions (Apricot)*

PHHS agrees to keep all sections and sub sections of the Organization Profile updated at all times.

Reports

PHHS agrees to submit an Interim Report by July 31, 2019 for the period of January 1, 2019 – June 30, 2019 and a Year End Report by January 31, 2020 for the period of January 1, 2019 – December 31, 2019. Payments may be withheld from PHHS if reports designated here are not submitted on time, until such time as the reports are filed and approved.

Payment

All billing shall be invoiced to the Boone County Community Services Department monthly by the 10th of the month following the month for which services were provided.

Program Performance Measures

PHHS agrees to work in coordination with the Boone County Community Services Department to coordinate their Program Performance Measures so that they align with other County providers to provide meaningful data to the community regarding the positive impact of the program.

Analysis and Program Evaluation Compliance

PHHS agrees to fully participate and allow the Director of the Community Services Department and any staff of the Community Services Department, or designee of the BCCSB, to monitor, analyze, and evaluate PHHS services, activities, programs and client records, to determine compliance and performance with this contract, except as prohibited by laws protecting client confidentiality.



DECLINE AGREEMENT RENEWAL REQUEST

Sign and date below if PHHS does not want to renew contract RFP #30-20JUL17. Please provide an explanation below on why the PHHS is not renewing the contract:

AUTHORIZED SIGNATURE REQUIRED:

Please check one: <input type="checkbox"/> Accept Renewal Request <input type="checkbox"/> Decline Renewal Request	
Authorized Signature	
Name (print)	
Title	
Date	
ATTEST:	APPROVED AS TO FORM:
<hr/> Sheela Amin, City Clerk	<hr/> Nancy Thompson, City Counselor <i>rw</i>

This Agreement Renewal Request is contingent upon receipt and approval of the Year End Report for the initial term of your contract.

Please mail or deliver this original, signed document, and a copy of:

- ✓ an updated Insurance Certificate,
- ✓ a newly signed and notarized Work Authorization form (see attached)
- ✓ a copy of the organization's E-Verify information

To the following address:

Boone County Community Services Department
ATTN. Kelly Wallis, Director
605 E. Walnut, STE A
Columbia, MO 65201

The renewal information is due no later than 11/12/18.