

TENTATIVE AGENDA
SCOTT COUNTY BOARD OF SUPERVISORS
July 11 - 15, 2016

Tuesday, July 12, 2016

Committee of the Whole - 8:00 am
Board Room, 1st Floor, Administrative Center

- ___ 1. Roll Call: Earnhardt, Kinzer, Sunderbruch, Holst, Hancock

Facilities & Economic Development

- ___ 2. Purchase of one 2016 single axle chassis and cab. (Item 2)
- ___ 3. Purchase of one 2016 tandem axle chassis and cab. (Item 3)
- ___ 4. Purchase of one 2016 Caterpillar motor grader. (Item 4)
- ___ 5. Purchase of one Challenger 15K 4-Post Open Front Vehicle Lift. (Item 5)
- ___ 6. Award of quote for centerline painting. (Item 6)
- ___ 7. HMA (Hot Mix Asphalt) Resurfacing Project. (Item 7)
- ___ 8. Window washing service contract. (Item 8)
- ___ 9. Sheriff Patrol Headquarters change order #1. (Item 9)
- ___ 10. Purchase of automated system for HVAC equipment. (Item 10)

Health & Community Services

- ___ 11. FY17 Contract with Genesis Psychology Associates. (Item 11)

Finance & Intergovernmental

- ___ 12. Implementation status of Addendum to Scott County, Iowa Forensic Investigation.... 8:00 a.m. (Item 12)
- ___ 13. Scott County Sheriff's Office Employee Theft Claim. (Item 13)
- ___ 14. RACOM service support contract with the Sheriff's Office. (Item 14)
- ___ 15. Parenting Inside Out Contract for FY17. (Item 15)

____ 16. Violence Against Women Grant Contract for FY17. (Item 16)

Other Items of Interest

____ 17. Adjourned.

Moved by _____ Seconded by _____
Ayes
Nays

Thursday, July 14, 2016

**Regular Board Meeting - 5:00 pm
Board Room, 1st Floor, Administrative Center**

SCOTT COUNTY ENGINEER'S OFFICE

950 East Blackhawk Trail
Eldridge, Iowa 52748

(563) 326-8640
FAX – (563) 328-4173
E-MAIL - engineer@scottcountyiowa.com
WEB SITE - www.scottcountyiowa.com



JON R. BURGSTRUM, P.E.
County Engineer

ANGELA K. KERSTEN, P.E.
Assistant County Engineer

BECKY LUENSMANN
Administrative Assistant

MEMO

TO: Mahesh C. Sharma
County Administrator

FROM: Jon Burgstrum
County Engineer

SUBJ: Equipment Bids

DATE: July 14, 2016

Resolution approving the purchase of one 2016 single axle chassis and cab from Thompson Truck & Trailer and the purchase of dump bodies with snow equipment from Henderson Truck Equipment. Bids received for the FY2017 vehicle were as follows:

SINGLE AXLE CHASIS AND CABS

Thompson Truck & Trailer, Inc ** Davenport IA	\$ 68,840.00	w/trade
Twin Bridges Truck City Davenport IA	\$ 99,100.00	w/trade
Quad City Peterbilt Inc Davenport IA	\$ 76,970.00	w/trade

BODY AND SNOW EQUIPMENT

Henderson Truck Equipment** Manchester IA	\$ 79,783.00
Bonnell Ind. Inc Dixon IL	\$ 78,000.00
Monroe Truck Equipment Monroe WI	\$ 79,603.00

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BECKY LUENSMANN
Administrative Assistant

I recommend the Board of Supervisors approve the bid of \$68,840.00 from Thompson Truck & Trailer Inc. for the one single axle chassis and cab. I am recommending that the Board of Supervisors approve the Henderson Truck Equipment bid of \$ 79,783.00. The bids from Bonnell and Monroe were lower but both had multiple exceptions and delivery date of over 180-200 days. Henderson met specifications with no exceptions and delivery date of 90 days. This allows the equipment to be utilized during the winter season. The total cost for one truck is \$148,623.00. Our new equipment budget is \$695,000.00.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT
THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY
THE BOARD OF SUPERVISORS ON _____
DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

AWARD OF BIDS FOR A 2016 SINGLE AXLE CAB AND CHASSIS, DUMP
BODY AND SNOW EQUIPMENT.

BE IT RESOLVED by the Scott County Board of Supervisors as
follows:

Section 1. That the bid for a 2016 single axle cab and
chassis be awarded to the low bidder, Thompson Truck &
Trailer, Inc., Davenport, IA in the amount of
\$68,840.00 with trade.

AND that the bid for a dump body and snow equipment be
awarded to Henderson Truck Equipment, Manchester, IA
in the amount of \$79,783.00.

Section 2. That the County Engineer be authorized to
sign the purchase orders on behalf of the Board.

Section 3. That this resolution shall take effect
immediately.

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BECKY LUENSMANN
Administrative Assistant

MEMO

TO: Mahesh C. Sharma
County Administrator

FROM: Jon Burgstrum
County Engineer

SUBJ: Equipment Bids

DATE: July 14, 2016

Resolution approving the purchase of a 2016 tandem axle chassis and cab from Thompson Truck & Trailer, Inc and the purchase of a dump body with snow equipment from Henderson Truck Equipment. Bids received for the 2017 vehicle were as follows:

TANDEM AXLE CHASSIS AND CAB

Thompson Truck & Trailer, Inc ** Davenport IA	\$ 84,765.00	w/trade
Quad City Peterbilt Inc** Davenport IA	\$ 89,996.00	w/trade
Twin Bridges Truck City Davenport IA	\$ 101,500.00	w/trade

BODY AND SNOW EQUIPMENT

Henderson Truck Equipment** Manchester IA	\$ 91,986.00
Bonnell Ind. Inc Dixon IL	\$ 87,650.00
Monroe Truck Equipment Monroe WI	\$ 95,532.00

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Assistant County Engineer

BECKY LUENSMANN
Administrative Assistant

I recommend the Board of Supervisors approve the bid of \$ 84,765.00 from Thompson Truck & Trailer Inc. for the one tandem axle chassis and cab. I am recommending that the Board of Supervisors approve the Henderson Truck Equipment bid of \$ 91,986.00. The bid from Bonnell was lower but they have multiple exceptions and delivery date of over 180-200 days. Henderson met specifications with no exceptions and delivery date of 90 days. This allows the equipment to be utilized during the winter season. The total cost for one truck is \$176,751.00. Our new equipment budget is \$695,000.00.

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SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

AWARD OF BIDS FOR A 2016 TANDEM AXLE CAB AND CHASSIS, DUMP
BODY AND SNOW EQUIPMENT.

BE IT RESOLVED by the Scott County Board of Supervisors as
follows:

Section 1. That the bid for a 2016 tandem axle cab and
chassis be awarded to the low bidder, Thompson Truck &
Trailer, Inc., Davenport, IA in the amount of
\$84,765.00 with trade.

AND that the bid for a dump body and snow equipment be
awarded to Henderson Truck Equipment, Manchester, IA
in the amount of \$91,986.00.

Section 2. That the County Engineer be authorized to
sign the purchase orders on behalf of the Board.

Section 3. That this resolution shall take effect
immediately.

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Administrative Assistant

MEMO

TO: Mahesh C. Sharma
County Administrator

FROM: Jon Burgstrum
County Engineer

SUBJ: Equipment Bid

DATE: July 14, 2016

Resolution approving the purchase of a 2016 Caterpillar 140M3 motor grader. Bids received for the 2017 vehicle were as follows:

Altorfer Cat ** Davenport, IA	\$239,199.00 Caterpillar 140M3 w/trade
Martin Equipment Rock Island, IL	\$241,500.00 John Deere 770GP w/trade

I recommend the Board of Supervisors approve the bid of \$239,199.00 from Altorfer Cat for the motor grader. Our new equipment budget is \$695,000.00.

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SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

AWARD OF BID FOR A 2016 MOTOR GRADER 140M3.

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

Section 1. That the bid for a 2016 motor grader be awarded to the following bidder: Altorfer Cat, Davenport, IA in the amount of \$239,199.00.

Section 2. That the County Engineer be authorized to sign the purchase orders on behalf of the Board.

Section 3. That this resolution shall take effect immediately.

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BECKY LUENSMANN
Administrative Assistant

MEMO

TO: Mahesh C. Sharma
County Administrator

FROM: Jon Burgstrum
County Engineer

SUBJ: Equipment Bids

DATE: July 14, 2016

Resolution approving the purchase of a Challenger 15K 4-Post Open Front Vehicle Lift from Premier Parts Inc., DeWitt, IA. The only bid submitted was from Premier Parts Inc.. Bids received for the lift were as follows:

4 Post Open Front Vehicle Lift

Challenger **	
15K 4-Post Open Front Vehicle Lift	\$ 11,438.48 w/\$1,200.00 Installation
Rotary	
14K 4-Post Open Front Vehicle Lift	\$ 12,280.87 w/\$1,200.00 Installation

I recommend the Board of Supervisors approve the bid of \$12,638.48, including installation cost, from Premier Parts Inc., DeWitt, IA. for a Challenger 15K 4-Post Open Front Vehicle Lift. This vehicle lift is to be utilized by Scott County's smaller vehicles that are to be staged in the new maintenance bay built for the consolidated Fleet Management. This equipment will be purchased with capital funds.

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SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

APPROVING THE PURCHASE OF A CHALLENGER 15K 4-POST OPEN FRONT
VEHICLE LIFT.

BE IT RESOLVED by the Scott County Board of Supervisors as
follows:

Section 1. That the purchase of a Challenger 15K 4-Post
Open Front Vehicle Lift be approved to Premier Parts
Inc., DeWitt, IA in the amount of \$11,438.48 with
\$1,200.00 Installation.

Section 2. That the County Engineer be authorized to
sign the purchase orders on behalf of the Board.

Section 3. That this resolution shall take effect
immediately.

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MEMO

TO: Mahesh C. Sharma
County Administrator

FROM: Jon Burgstrum, P.E.
County Engineer

SUBJ: Centerline Paint

DATE: July 14, 2016

Resolution approving the quote for Scott County Centerline Painting to Vogel Traffic Services, Orange City, IA for the amount of \$92,057.76. The 2017 budgeted amount is \$110,000.00. The cost per mile decreased 2.4% compared to last year,

Quotes received -

Vogel Traffic Services Orange City, IA	\$ 92,057.76
KAM Line Highway Markings Gilbert, IA	\$ 93,650.28
Iowa Plains Signing Waterloo, IA	\$129,805.64

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SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

AWARD OF QUOTE FOR CENTERLINE PAINTING TO THE LOW BIDDER,
VOGEL TRAFFIC SERVICES- ORANGE CITY, IOWA, IN THE AMOUNT OF
\$92,057.76.

BE IT RESOLVED by the Scott County Board of Supervisors
as follows:

Section 1. That the bid for Centerline Painting
be awarded to the low bidder, Vogel Traffic Services,
Orange City, IA in the amount of \$92,057.76.

Section 2. That the Chairman be authorized to sign the
contract documents on behalf of the Board.

Section 3. That this resolution shall take effect
immediately.

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County Engineer

BECKY LUENSMANN
Administrative Assistant

MEMO

TO: Mahesh C. Sharma
County Administrator

FROM: Jon Burgstrum, P.E.
County Engineer

SUBJ: Approval of Bid for the HMA (Hot Mix Asphalt) Resurfacing Project L-617

DATE: July 14, 2016

A resolution approving the contract for the HMA Resurfacing Project L-617 on Jamestown Road (100th Av.) - 2.373 miles.

The budget for the FY2017 is \$450,000.00.

Brandt Construction Co. Milan, IL	\$383,939.66 **
Mathy Construction Co. Onalaska, WI	\$394,816.59
McCarthy Improvement Co. Davenport, IA	\$398,555.55
General Asphalt Construction Co. Davenport, IA	\$408,888.28
Tri City Blacktop, Inc. Bettendorf, IA	\$468,084.47
Valley Construction Co. Rock Island, IL	\$525,196.20

I recommend acceptance of the low bid from Brandt Construction Company, Milan, IL.

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SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

AWARD OF THE BID FOR THE HMA RESURFACING PROJECT - L-617,
JAMESTOWN ROAD (100TH AV.) - 2.373 MILES.

BE IT RESOLVED by the Scott County Board of Supervisors as
follows:

Section 1. That the low bid for the HMA Resurfacing
Project L-617 on Jamestown Road (100th Av) 2.373 miles
be awarded to the low bidder, Brandt Construction Co.,
Milan, IL , for the total cost of \$383,939.66.

Section 2. That the Chairman be authorized to sign the
contract documents on behalf of the Board.

Section 3. That this resolution shall take effect
immediately.

Facility & Support Services

428 Western Ave
Davenport, Iowa 52801



(563) 326-8738 Voice (563) 328-3245 Fax

June 27, 2016

To: Mahesh Sharma
County Administrator

From: Tammy Speidel
Director, Facility & Support Services

Subj: Maintenance Contract- Window Washing Services

Mahesh,

I mentioned at the last Committee of the Whole, that we were still working on the Window Washing Maintenance Contract. The current contract expires on June 30, 2016. The purchasing specialist solicited bids for all of the campus buildings, SECC and Secondary Roads. Secondary Roads will enter their own Purchase Order and oversee their portion of the contract themselves. Request for bid were distributed via Public Purchase.com, the site that we use for vendor registration, through an ad placed in the Quad City Times and we made some phone calls based on recommendations from some of our local counterparts.

The low bid was from Agent Clean, located in Walcott, Iowa in the amount of \$27,765.00 for downtown campus locations, \$5,775.00 for SECC and \$900.00 for Secondary Roads for a total cost of \$34,440.00.

The proposals have been reviewed by FSS staff to ensure that they met the terms of our bid specifications and have found to be in compliance with those documents. This amount is budgeted in the FSS, SECC and Secondary Roads operational budgets and I recommend approval of the contract.

I will be at the next Committee of the Whole to answer any questions you or the Board may have.

CC: FSS Management Team

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
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SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

A RESOLUTION APPROVING A THREE YEAR SERVICE CONTRACT FOR WINDOW
WASHING AND AWARDING IT TO QC WINDOW CLEANING IN THE AMOUNT OF
\$34,440.00

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the three year service contract for window washing is hereby
approved and awarded to QC Window Cleaning in the amount of
\$34,440.00.
- Section 2. That the Director of Facility & Support Services is authorized to sign
this contract.
- Section 3. This resolution shall take effect immediately.

Facility and Support Services

600 West 4th Street

Davenport, Iowa 52801-1003

fss @ scottcountyiowa.com

(563) 326-8738 Voice (563) 328-3245 Fax



July 5, 2016

To: Mahesh Sharma
Scott County Administrator

From: Tammy Speidel, Director
Facility and Support Services

Subj: Sheriff Patrol Headquarters- Approve of Change Order #1

During excavation at the Patrol Headquarters site, poor soil conditions were discovered. Working with Wold Architects, TEAM Services, the company performing the testing and Verbeke-Meyer, the civil engineering firm, we identified the impacted areas that needed to be over excavated and have stabilizing rock brought in for remediation.

During the construction bid process we included bids for unit prices in anticipation of the potential need for this type of work.

Change Order #1 has been received and contains only this item, in the amount of \$45,176.07 and will be paid from the project contingency.

Work was previously verbally authorized to allow work to continue.

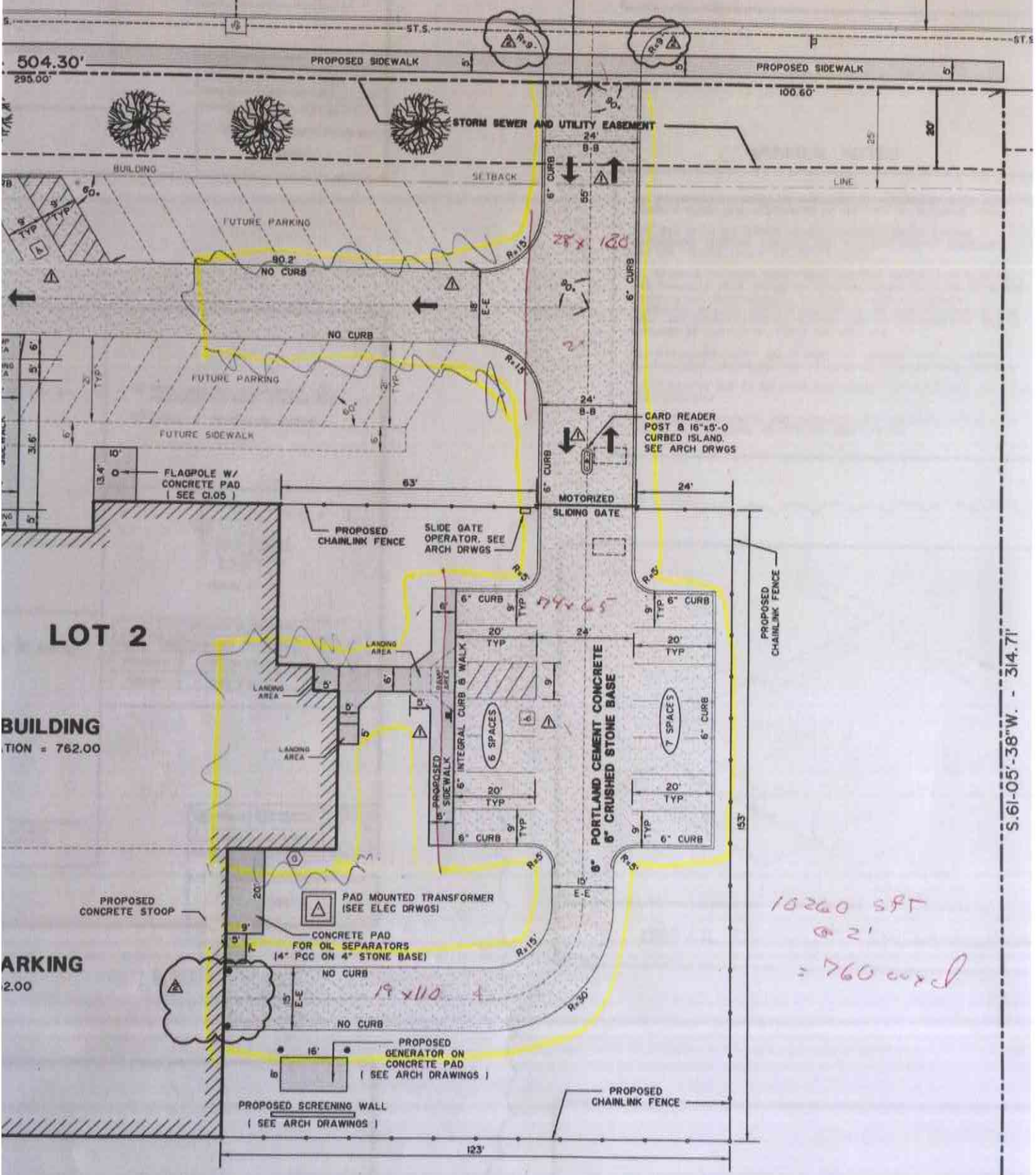
I will be available at the next Committee of the Whole meeting to answer any questions you or the Board may have.

CC: FSS Management Team

AVENUE

APPROACH ACCORDING TO CITY SPECIFICATIONS (7" PCC)

CONCRETE W/ 4" ROLLOVER CURB



LOT 2

BUILDING
TION = 762.00

PARKING
2.00

10260 SFT
@ 2'
= 760 cu yd

S.61-05-38"W. - 314.71'

May 20, 2015



Wold Architects & Engineers
110 N Broadway Street Suite # 220
Palatine, IL 60067

Attn: Kirsta Ehmke

Re: Proofroll Inspection
Scott County Sheriff's Patrol HQ (Owner)
Eldridge, Iowa
TEAM No. 16-1143.001

Dear Ms. Ehmke:

TEAM Services observed proofrolling at the above project on May 16 and 19, 2016. Proofrolling was performed on the entire building and paving areas. Soils observed generally consisted of brown and gray silt. Please refer to the attached sketch for approximate test locations.

Proofrolling runs were staggered by full truck widths and were performed with a loaded tandem axle truck. The May 16, 2016 inspection was performed on the north half of the property. Minimal rutting and pumping were observed in this area and it was determined that the subgrade soils were suitable for their intended use at the time of our inspection.


The May 19, 2016 inspection was performed on the south half of the property. It was observed that the upper 12 to 18 inches of surface soils in a 130 foot by 240 foot area were soft and saturated due to surface water and/or groundwater. Rutting of 3 to 12 inches was noted during proofrolling in these areas. Therefore, we recommend that the softened soils should be removed and replaced with engineered compacted and tested fill meeting the project specifications. If water seepage is encountered during overexcavation, clean crushed rock may be required for the first lift of fill to provide a stable base for placement and compaction of additional fill. Additional crushed rock, possibly up to 18 inches, may be required in areas where heavy construction traffic is anticipated. Further, depending on the amount of construction traffic on the crushed rock following placement, a geotextile fabric may be required to prevent migration of the silty soils into the clean granular materials.

Scott County Sheriff's Patrol HQ
Eldridge, Iowa
TEAM No. 16-1143.001
May 20, 2016



We appreciate the opportunity to be of service to you on this project. Should you have any questions regarding this document, or if we can be of assistance to you in another matter, please do not hesitate to contact us.

Sincerely,
TEAM Services

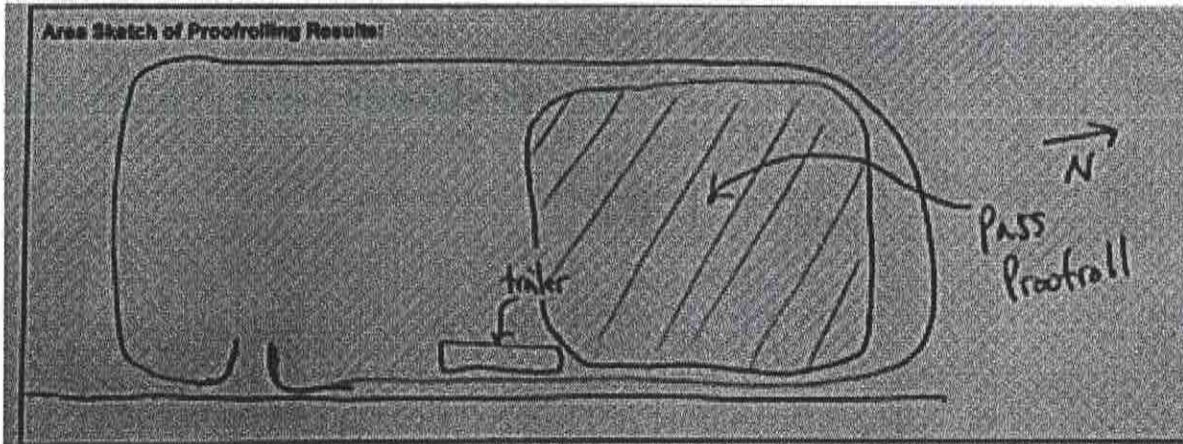

Nicholas Gilles, P.E.
Iowa No. 21385



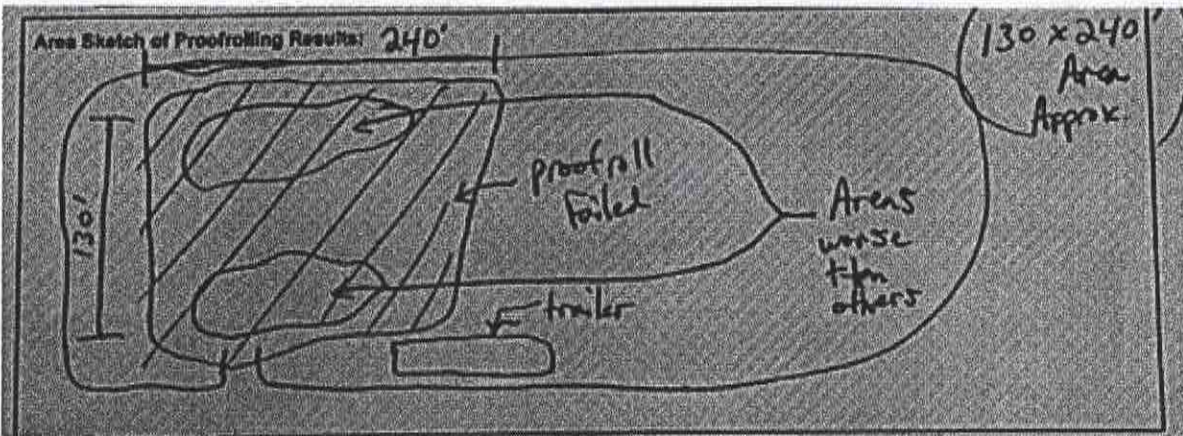
Engineering Technician: Nick McClean

CC: Michael Hunt, Tom Pins – Conlon Construction Company, Inc.

Sketch of Area Inspected – 5/16/16



Sketch of Area Inspected – 5/19/16



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
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APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

A RESOLUTION APPROVING SHERIFF PATROL HEADQUARTERS CHANGE ORDER
#1 IN THE AMOUNT OF \$45,176.07.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. Change Order #1 in the amount of \$45,176.07 is hereby approved.
- Section 2. That the Director of Facility & Support Services is authorized to sign Sheriff Patrol Headquarters Change Order #1.
- Section 3. This resolution shall take effect immediately.

Facility and Support Services

600 West 4th Street

Davenport, Iowa 52801-1003

fss @ scottcountyiowa.com

(563) 326-8738 Voice (563) 328-3245 Fax



July 5, 2016

To: Mahesh Sharma
County Administrator

From: Tammy Speidel
Director, Facility and Support Services

Subj: HVAC Building Automation/Trane Building Control Units

The Courthouse, Jail and Administrative Center utilize a software based building automated system for HVAC equipment. A building automated system allows facility maintenance staff a tool to trouble shoot HVAC systems, provide energy management for all associated HVAC equipment, and to help ensure that HVAC equipment runs efficiently.

Currently we utilize a system called Tracer Summit which can be viewed by logging onto a computer located at each building. Trane Co. approached Facility & Support Services about changes to the current building automated product, and one of the changes brought to our attention was that Trane Co. would be discontinuing the production of their current building control units associated with automation systems. These building control units are currently still supported, but in an effort to be proactive rather than reactive Facility & Support Services implemented new enterprise technology in the current courthouse and annex projects to implement the web based enterprise building management system called Tracer ES.

SECC recently approved migrating to the new enterprise system, Sheriff Patrol Headquarters will utilize this technology and Secondary Roads is also exploring the option of implementing this system for their HVAC equipment.

The Tracer ES system will allow us to view and manage buildings remotely via a secure internet connection rather than having to visit each building to view the system, troubleshoot issues, and make corrections. Once logged on, the entire HVAC system's building control units, Air Handlers, Geo Thermal Pumps, set points, schedules, temperatures, and alarm logs can be viewed for proper monitoring of the building's HVAC system. This is achieved by providing a network connection to building control units, and then interfacing that information to a graphical screen for PC use.

Trane Co has provided a quote in the amount of \$55,250.00 for the remainder of the Courthouse, the Jail and the Administrative Center to move to this system.

This project is budgeted in the FY 2017 Capital Improvement Budget. I recommend the approval of this quote and the purchase of the system from Trane Company to transition the buildings to Tracer ES enterprise software.

I will be at the next Committee of the Whole meeting to answer any questions you or the Board may have.

CC: FSS Management Team

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
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SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

A RESOLUTION APPROVING THE PURCHASE OF TRACER ES FROM TRANE
COMPANY IN THE AMOUNT OF \$55,250.00

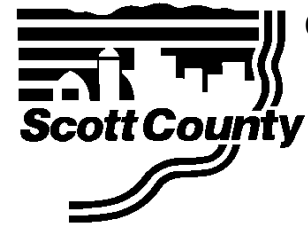
BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the purchase of Tracer ES from Trane Company in the amount
of \$55,250.00 is hereby approved.

Section 2. That the Director of Facility & Support Services is authorized to sign
this contract.

Section 3. This resolution shall take effect immediately.

Community Services Department
600 W. 4th St.
Davenport, Iowa 52801



Item 11
07-12-16

(563) 326-8723 Fax (563) 326-8730

June 28, 2016

TO: Mary Thee

FROM: Lori A. Elam

RE: FY17 Contract with Genesis Psychology Associates

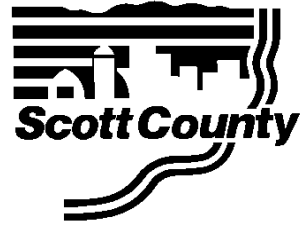
Attached for consideration by the Board is the contract between Scott County and Genesis Psychology Associates. This agreement is for FY17, 7/1/16 to 6/30/17.

The agreement remains the same as this year's contract: including an hourly rate of \$200 for behavioral health services, screenings/assessments and diagnostic and medication evaluations, in the Jail and the Juvenile Detention Center. Genesis Psychology Associates will work approximately 6 hours per week. They will provide emergency services/consultation as needed. The number of hours worked per week and hourly rate will remain the same as in the previous year's contract.

I will be available at the Committee of the Whole meeting to answer any questions.

Community Services Department

600 W. 4th St.
Davenport, Iowa 52801



(563) 326-8723 Fax (563) 326-8730

Date: July 1, 2016

Agreement Parties: Scott County
600 West 4th Street
Davenport, IA 52801

Genesis Psychology Associates
4455 E. 56th St.
Davenport, IA 52807

Agreement Amount: \$200 per hour/approximately 6 hours weekly

Purpose: Provision of mental health services for juveniles in the Scott County Juvenile Detention Center and inmates at the Scott County Jail Facility.

Agreement Period: This Agreement shall commence on July 1, 2016 and shall continue in full force and effect until June 30, 2017, unless either party wishes to terminate this agreement and provide the other party a written (60) day notice of termination.

Genesis Psychology Associates agrees to perform the work and to provide the services described in the Agreement for the consideration herein.

For and on behalf of the Scott County Board of Supervisors:

For and on behalf of Genesis Psychology Associates:

By: _____
Jim Hancock, Chairman

By: _____
Dr. Steve Kopp, PhD

Date: _____

Date: _____

ATTEST:

Roxanna Moritz
Scott County Auditor

I. Identification of Parties

- A. The Chairperson of the Scott County Board of Supervisors is the Authorized County Official for this Agreement. The Authorized County Official must approve any changes in the terms, conditions, or amounts specified in this agreement. Negotiations concerning this agreement should be referred to the Chairperson at telephone (563) 326-8749 or board@scottcountyiowa.com. The Scott County Board of Supervisors hereinafter will be referred to as Scott County.
- B. The Director of Genesis Psychology Associates is the Authorized Official for this Agreement. This individual is responsible for financial and administrative matters of this agreement. Negotiations concerning this agreement should be referred to the Director at telephone (563) 355-2577.

II. Term of Agreement

- A. The effective date and initial term of this Agreement shall begin on July 1, 2016 and shall continue until June 30, 2017. If either party wishes to terminate this agreement, said party shall deliver to the other party a sixty (60) day written notice of termination.
- B. This agreement may be amended in whole or in part, by mutual consent of the parties, provided that no such amendment shall become effective unless in writing and properly executed by the parties.

III. Scope of Services

- A. Genesis Psychology Associates shall provide mental health services as needed to juveniles in the Scott County Juvenile Detention Center and inmates in the Scott County Jail Facility. It is understood and agreed that, in the event the county experiences funding reductions, they may discontinue or modify the aforementioned services provided a sixty (60) days notice of its intent to discontinue or modify services is given to the other party. Genesis Psychology Associates will perform preliminary mental health screenings at the request of inmates/juveniles or at the request of the Jail Administrator or designee/jail staff on site at the Jail/Juvenile Detention Center. Genesis Psychology Associates staff will determine chronic, acute or malingering behavior as well as triage for the psychiatrist/ARNP. Genesis Psychology Associates staff will also provide housing management control recommendations.
- B. Genesis Psychology Associates staff will provide diagnostic and medication evaluations in the jail facility on inmates at the request of the Jail Administrator or designee/jail staff. Genesis Psychology Associates staff will also provide diagnostic and medication evaluations in the detention center on juveniles at the request of the Juvenile Court Manager/Juvenile Detention Center Director.

- C. In the event of a mental health crisis, Genesis Psychology Associates staff/designee shall be available at 563-383-1768 for psychiatric emergency services/consultation in the Juvenile Detention Center and the Jail before 8 a.m. and after 5 p.m. Monday through Friday and on weekends and holidays. In the event of a mental health crisis, telephone consultation will be billed in quarter hour increments at the agreed upon contract rate. If an on-site consultation is needed, Genesis Psychology Associates staff will be paid for one hour of travel plus a minimum of one hour consultation time at the agreed upon contract rate.
- D. Genesis Psychology Associates staff will utilize the dictation service provided in the jail. Dictation should be completed within 48-72 hours of the inmate/juvenile visit.
- E. Genesis Psychology Associates staff will be required to document days/hours worked each time in the jail or detention center.
- F. Genesis Psychology Associates staff will work two (2) hours Monday, Wednesday and Friday each week. There will be no service provided on holidays, unless there is an emergency. Staff will notify the jail if they are available to adjust their schedules during the week of holidays.
- G. Genesis Psychology Associates staff will be notified at the beginning of their shift if there is a juvenile to be seen at the Detention Center. Staff will be expected to see the juvenile and review orders, if any, with Detention Center staff that same day. If the juvenile is to continue under a suicide watch, he/she will be revisited by Genesis Psychology Associates staff on the next scheduled day.
- H. A drug formulary will be utilized in the Jail and Detention Center. Genesis Psychology Associates will encourage inmates and juveniles to continue medications once released from the facility. There will be avenues to assist inmates in getting prescriptions filled once released.
- I. Genesis Psychology Associates staff will attend mental health commitment hearings if they are requested. They will be paid for two hours at the agreed upon contract rate.

IV. Financial

- A. Scott County shall make payment to Genesis Psychology Associates for the performance of mental health services each month. The Scott County Community Services Director will provide the billing information: staff person, hours worked and total amount paid. Payment shall be made available on the first day following the first monthly meeting of the Scott County Board of Supervisors.
- B. Payment under this contract will be provided for by Scott County Community Services Department, utilizing mental health funds. The hourly rate will be \$200.00. Genesis Psychology Associates staff shall work a total of six (6) hours a week. There will also be a payment of \$200 per week, per staff person for dictation and travel time.

V. Additional Conditions

- A. Genesis Psychology Associates shall comply with all applicable laws and regulations pertaining to its operation, and shall not discriminate in providing services on the basis of race, color, creed, national origin, sex, handicapped condition or religious affiliation.
- B. Genesis Psychology Associates shall keep in force general liability insurance and malpractice insurance for its professional staff.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT
THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY
THE BOARD OF SUPERVISORS ON _____.
DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

JULY 14, 2016

**APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN SCOTT COUNTY AND GENESIS
PSYCHOLOGY ASSOCIATES RELATING TO PAYMENT FOR BEHAVIORAL HEALTH SERVICES IN
THE JAIL AND JUVENILE DETENTION CENTER**

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

Section 1. The Agreement between Scott County and Genesis Psychology Associates relating to payment for behavioral health services for the period July 1, 2016 through June 30, 2017, and identifying an hourly rate of \$200 for services provided, is approved.

Section 2. The Chairman is authorized to sign the Agreement.

Section 3. This resolution shall take effect July 1, 2016.

OFFICE OF THE COUNTY ADMINISTRATOR

600 West Fourth Street
Davenport, Iowa 52801-1003

Office: (563) 326-8702
Fax: (563) 328-3285
www.scottcountyia.com



June 30, 2016

TO: Mahesh Sharma, County Administrator

CC: Board of Supervisors
Dennis Conard, Sheriff
Financial Review Committee:
Wes Rostenbach, Accounting and Tax Manager
Craig Hufford, Financial Management Supervisor

FROM: David Farmer, CPA, Director of Budget and Administrative Services

SUBJECT: Implementation status of Addendum to Scott County, Iowa Forensic Investigation
– Scott County Sheriff's Office, September 23, 2015

Attached is the implementation status of the recommended internal controls to be applied to the Scott County Sheriff's office. 21 of 21 items have been tested and are considered complete. The 21st item was tested in the 4th fiscal quarter of the 2016. The department developed new control procedures in the 3rd quarter and it was best to test the procedures after sufficient data has been collected.

The Sheriff's Department fully addressed and documented the new procedures for staff. The new internal controls will be subject to yearly evaluation through external audit and internal financial review committee consideration.

I will be at the July 12th Committee of the Whole to answer in questions concerning the implementation plan.

Accounting Department Improvement Plan

Reviewed by: Scott County Financial Review Committee

Reviewed

Internal Control Section		Finding		Condition and Recommendation		Implementation		Completed/Progress		FRC (unless stated)		Comments:	
Entity Audit Findings - CAFR FY15													
Supporting documentation; Incomplete bank reconciliation; management review of balances, processes and transactions	1. We noted the bank reconciliation is prepared by Judy Woodin who is independent of the day to day operations of the Inmate Kiosk Account. Ms. Woodin uses the bank reconciliation feature within the TurnKey system, however, this does not provide detail necessary to review the components of the deposits or the legitimacy of the checks.	The bank reconciliation process could be improved by:		Cheryl Iwinski currently runs the "Cash Box Reconciliation" to reconcile the cash box. This is not a report, so Cheryl will print a screen shot and send that to Judy Woodin each time a cash box is reconciled. Judy Woodin will print the CTSTDR report for each deposit in order to reconcile the Kiosk Account on a monthly basis.		Complete		Observed Cash Reconciliation on 12/17/15; followed up with senior accounting clerk on 1/21/16					
		a. Cash Till Session Transaction Detail Report ("CTSTDR") should be run each time a kiosk cash box is removed.		Judy Woodin is comparing the checks and cash amounts from each deposit ticket to the Bank Deposit Report.		Complete		Observed Cash Reconciliation on 12/17/15; followed up with senior accounting clerk on 1/21/16					
		b. The yellow manual deposit slips along with the Bank Deposit Reports and the CTSTDRs should be forwarded to Ms. Woodin no less than monthly and reviewed in the bank reconciliation process. Specifically, these documents provide the breakdown of cash versus checks that should be included in the deposit. In addition, these reports provide a detail of the checks included in the deposit.		c. Only one cash box can be in a kiosk at a time. The opening and closing dates of the CTSTDRs for the Lobby Kiosk and the Booking office Kiosk should be monitored to assure all dates are sequential and there are no missing dates.		Judy Woodin is monitoring all dates of Kiosk reconciliation dates from October 2015 statement and on-going.		Complete		Observed Cash Reconciliation on 12/17/15; followed up with senior accounting clerk on 1/21/16			
Supporting documentation; management review of balances, processes and transactions; internal audit for completeness, authorization and accuracy	2. Scott County Jail administration did not review all disbursements of the Jail Inmate Kiosk Account	2. Scott County Jail administration should periodically review check copies noting payee names, memo comments and amounts.		Memo and process instructions are complete		Complete		Reviewed January 2016		New processing procedures to be applied 7/1/16			
Written Policies; Management review of balances, processes and transactions	3. We noted there did not appear to be any written policies and procedures with respect to scheduled removal and replacement of kiosk cash boxes and timely deposit of same.	We recommend written procedures which set forth requirements for scheduled box removal and replacement, the reports to be processed and a requirement to deposit funds within 24 hours. Scott County Jail Administration should periodically monitor adherence to these policies.		Memo and process instructions are complete		Complete		Reviewed January 2016					
Error identification and correction process; incomplete bank reconciliations; management review of balances, processes and transactions; written polices	4. The Quad City Bank and Trust ("QCBT") indicated the Inmate Kiosk Account has a long-standing verbal policy in which QCBT is allowed to correct cash shortages but is not allowed to correct cash overages on the deposit receipts. Cash overages are returned to the Scott County Jail in the form of a bank official's check.	This practice should be discontinued and any deposit discrepancies should be reported by QCBT to a Scott County Jail administration employee independent of the day to day operations, preparation of deposit or bank reconciliation process. QCBT should be allowed to correct the deposit receipt to the actual amount received. Discrepancies should be investigated timely and adjustments or corrections should be approved by an appropriate level of authority and a person independent of the day to day operations, preparation of deposits or checks and the bank reconciliation process.		Authorized signer informed QCBT that all deposit discrepancies will consist of a call made to Judy Woodin to inform her of the discrepancy in the deposit and the entire deposit will be returned to the Sheriff's Office for corrections.		Complete		Reviewed January 2016					

Accounting Department Improvement Plan

Reviewed by: Scott County Financial Review Committee

Reviewed

				Reported By:		
Internal Control Section	Finding	Condition and Recommendation	Implementation	Completed/Progress	FRC (unless stated)	Comments:
Written Policies; Supporting Documentation	5. There are no written policies regarding the maintenance of checks received by the Inmate Kiosk Account.	Written policies and procedures should strictly prohibit the redeposit of Inmate Kiosk Account checks into the Inmate Kiosk Account. Any unused or incorrect checks should be voided within the Turnkey system.	Memo and process instructions are complete	Complete	Reviewed January 2016	
Supporting documentation; management review of balances, processes and transactions; internal audit for completeness, authorization and accuracy; written policies	6. The implementation of the County ERP system changed the process for billing other jurisdictions for booking and fingerprinting fees. Management should review and monitor accounts receivable for services performed.	While the senior accounting clerk does the billing and receipting of these fees, there is now an accounts receivable balance that can be monitored by other County offices. County-wide Administration should review this account monthly for past due amounts.	With the implementation of the ERP system in January, 2014, accounts receivables are being monitored.	Complete	Reviewed January 2016	
Management review of balances, processes and transactions; internal audit for completeness, authorization, accuracy	7. Monthly reconciliation procedures were not performed in a timely manner and to the level of detail to detect errors in the reconciliation.	Monthly reconciliation procedures should be designed and implemented for the Turnkey Trust accounts. Amounts due other departments or vendors should be paid no less than monthly to facilitate this process and minimize the Inmate Kiosk Account balance. Scott County Jail Administration should periodically review the reconciliations.	Cheryl will begin with November, 2015 to print the balances in the trust accounts before checks are written and then print the balances in the trust accounts after the checks are written and will send these reports to Pam Bennett. Pam Bennett will compare these figures to what was actually deposited to the general ledger through the ERP system and through the Treasurer's Office.	Complete	Reviewed January 2016	
Written Policies; internal audit for completeness, authorization, accuracy; supporting documentation; incomplete transaction reconciliations	8. The procedures used for work release receipts should be consistent between cash received and checks received regardless of whether any amounts are due inmates or their designees.	a. Establish written procedures and communicate to senior accounting clerk and employees backing up these functions.	Memo and process instructions are complete	Complete	Reviewed January 2016	
		b. Consider establishing a Turnkey Trust account in which all receipts are recorded in and relieved from the Trust account to Inmate Accounts and/or Treasurer's office weekly. This will provide a record of all inmate work release receipts in one place and can be verified to the manual receipt book monthly.	This has been completed for work release, fingerprinting and mug shots on a monthly basis. Any transactions from the inmate account is completed on a daily basis.	Complete	Reviewed January 2016	
		c. Obtain listing of inmates on work release programs from the Officer in charge of the program weekly and verify to receipts.	Reconciliation implemented in December, 2015 on a monthly basis.	Complete	Reviewed January 2016	
		d. Consider using the Booking Office cash intake kiosk for cash work release payments.	Implemented in September, 2015	Complete	Reviewed January 2016	
		e. Maintain white receipt copies.	Because a Kiosk account has been established, there are no white receipt copies.	Complete	Reviewed January 2016	
		f. An employee independent of the processing of receipts should periodically "audit" the white receipt copies, the manual receipt ledger, the detail of the Turnkey Trust account and the calculation of the amount due the County.	This is being done for fingerprinting since October 2015. This was implemented for other areas in December, 2015	Complete	Reviewed January 2016	

Accounting Department Improvement Plan

Reviewed by: Scott County Financial Review Committee

Reviewed

		Reported By:				
Internal Control Section	Finding	Condition and Recommendation	Implementation	Completed/Progress	FRC (unless stated)	Comments:
Supporting Documentation; incomplete transaction reconciliation; management review of balances; processes and accuracy; written policies	9. Historically, there has been no reconciliation between the Public Print Office manual receipt book and the amount receipted and recorded in the County ERP system.	a. An employee independent of the receipting and depositing process could run a tape of the manual receipt book and agree to the amount deposited and recorded in the County ERP system monthly.	Judy Woodin is reconciling the fingerprint account.	Complete	Reviewed January 2016	
		b. During the reconciliation above, the number of courtesy prints could be agreed to the Officer's log (maintained on excel)	Judy Woodin is currently completing this recommendation.	Complete	Reviewed January 2016	
		c. Consider the cost/benefit of automating receipts and employing relevant reconciliation procedures. i. ERP Point of Sale ii. Third Intake Kiosk	In early 2016, fingerprinting will be scheduled on-line by the consumer and will be paid by credit card or cash. This should considerably affect the amount cash received. Cash will be receipted by Cheryl Iwinski and Amy Lueders and no ID officer will be accepting cash.	Complete	Reviewed May 2016	New procedures reconciles fingerprint activity to revenues.

RISK MANAGEMENT

400 West 4th Street
Davenport, Iowa 52801-1030
(563) 326-8293 Fax (563) 328-8763



June 29, 2016

TO: Mary Thee
Interim County Administrator

From: Rhonda S. Oostenryk
Risk Manager

**RE: Scott County Sheriff's Office Employee Theft Claim
DOL: (Discovered) April 29, 2015**

Travelers Insurance has completed its review of the claim for employee theft from the Sheriff's Office and has accepted the claim under the Employee Theft Insuring Agreement of the Policy. The tables below summarize the county's incurred losses and estimated pay out calculations from Travelers insurance. Travelers is paying the amount of the theft in full, minus our deductible, and the policy limits of our claim expense reimbursement coverage. Pursuant to the policy, Scott County is assigning any amounts recovered in the future to Travelers.

EE Theft Loss \$165,334.44	(McGladrey Forensic Audit dated September 23, 2015 at Page 13)
Audit Costs \$35,237.52	
Total Loss / Costs Incurred (\$200,571.96)	

ESTIMATED PAYOUT CALCULATIONS FROM TRAVELERS		
Loss Submitted:	\$165,334.44	
Less Deductible:	\$10,000.00	
Net Approved Loss	\$155,334.44	
Claim Expense (reimbursement)	\$5,000.00	Policy Limit
TOTAL ANTICIPATED PAYOUT FROM TRAVELERS: \$160,334.44		

It is my recommendation that the Board approve the Settlement and sign the Release and Assignment. Mike Walton and I can be present at the Board meeting to address any questions or concerns.

RELEASE AND ASSIGNMENT

KNOW ALL MEN BY THESE PRESENTS that, the undersigned, Scott County, for the sole consideration of One Hundred Sixty Thousand Three Hundred Thirty Four and 44/100 (\$160,334.44) Dollars, to it paid by Travelers Casualty and Surety Company of America (the "Company") under the provisions of Policy No. 020-LB-105819320 (the "Policy"), the receipt and sufficiency of which is hereby acknowledged, does hereby release and forever discharge the Company, its parent, affiliates, subsidiaries, successors and assigns in connection with that certain claim described in that certain Proof of Loss dated September 25, 2015 and all additional documentation and information provided in support of said Proof of Loss (the "Claim").

IN FURTHER CONSIDERATION of the aforesaid payment, the undersigned does hereby transfer, assign and set over to the Company all of its claims, rights, demands and causes of action against all persons, firms or corporations whomsoever arising out of or in any way connected with the Claim (the "Claims and Rights"). The Company may pursue the Claims and Rights in its own name, or, if it so elects, in the name of the undersigned. The undersigned affirms its understanding and agreement to be bound by the Policy provisions relating to recovery (including, without limitation, the order of recovery provisions) and to cooperate with the Company to the fullest extent possible to affect recovery.

The undersigned additionally agrees to execute any and all further papers, releases and/or assignments that may be necessary to effectuate the purposes of the above assignment.

Executed at _____, _____, this _____ day of _____, 2016 .

Scott County

BY: _____

Its: _____

Print Name and Title

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

Approving the Release and Assignment with Traveler's Insurance

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the Scott County Board of Supervisors approves acceptance of the payout from Traveler's Casualty and Surety Company of America in the amount of \$160,334.44 under the Employee Theft Insuring Agreement.
- Section 2. This resolution shall take effect immediately.

DENNIS CONARD, SHERIFF



Major Thomas Gibbs
Chief Deputy Sheriff

EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689

400 West 4th Street
Davenport, Iowa 52801-1187

(563) 326-8750
www.scottcountyiowa.com
sheriff@scottcountyiowa.com

Date: July 12, 2016

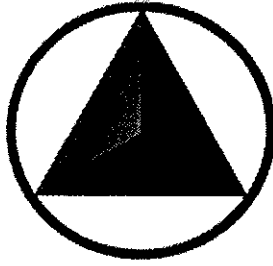
Memo To: Board of Supervisors

From: Sheriff Dennis Conard

**REF: RACOM Wireless Communications Service Support Contract for
Fiscal Year 2017**

Enclosed is the RACOM service support contract for fiscal year 2017 for \$17,319.80. This contract covers the suitcase linker, stations and BDA's, 50 squad equipment coverage for build and removals, as well as 51 jail portable radios and control stations. The Sheriff's Office does not participate in the battery service and replacement option. Batteries are purchased through the Sheriff's Office operating budget.

I can be available to answer any questions the Board of Supervisors may have concerning this maintenance and support agreement.



RACOM

critical communications

**Wireless Communications Service Support Contract
Scott County Sheriff's Office
Fiscal Year 2017**

RACOM hereby submits the following specifications and pricing service support of the following wireless radio equipment:

Equipment and Description	Yearly
Suitcase Linker, Stations, BDA's	\$ 5,362.20
50 Squad Eq. Full Coverage Plus	\$ 9,644.40
51 Jail Portable Radios & Control Stations	\$ 2,312.80
Total	\$17,319.80
➤ <i>See a Detailed Inventory List on attached pages.</i>	
➤ <i>Battery service & replace option for 51 batteries yearly</i>	<i>\$ 2,856.00</i>
➤ <i>Total Contract with battery option</i>	<u>20,175.80</u>

Contract Coverage

This contract includes all technical service work and support, mileage, and parts 24 hrs a day, 7 days a week to maintain the above listed equipment to its original manufacturer's specifications as long as parts and support are provided by that original manufacturer. This shall be a yearly contract starting July 1st 2016 and proceeding through June 30th 2017. This contract automatically renews, year-to-year unless canceled 30 days prior to the anniversary date by either party.

Contract Inclusions

RACOM technicians will perform yearly Preventative Maintenance on all contracted equipment; this includes sensitivity, modulation, frequency and power alignment of all equipment to the manufacturer's original specifications. At the time of the yearly test RACOM personnel will also program equipment with any software upgrades, flash code upgrades and will reprogram equipment for any desired user personality changes. Service depot charges and associated shipping charges, if required will also be covered under this agreement. RACOM will also analyze and condition batteries for the equipment listed if the Battery Maintenance Option is exercised. Like units may be added during the contract period at the pricing listed above.

Contract Exclusions

This contract does not cover damages caused by acts of God, equipment misuse or abuse, vehicle accident damage, induction of liquids or other foreign materials, power surges or lightning strikes. Also excluded are batteries, unless the Battery Maintenance Option is exercised, power lines, phone lines, towers, antennas and feed lines. Equipment theft is not covered.

Full Squad Service Inclusions

Full Squad Service includes all labor and mileage required to make repairs and or replace parts, such as bulbs, flashers, relays, lens, siren speakers, motors, gears, switches, strobe power supplies, LED's etc. These parts may be obtained either by the Scott County Sheriff's Office or by RACOM; however the cost of these parts will not be covered by this contract. Under Full Squad Service, any equipment not directly covered by the contract may be sent, by RACOM to its Original Equipment Manufacturer's Service Depot for repairs. RACOM will establish accounts with these manufacturers and will charge a flat fee of \$88.00 over and above the manufacturer's bill for service. Any shipping costs incurred will not be included in the \$88.00 flat fee, and will be billed out at RACOM's cost. Re-installation of depot serviced equipment will be covered under Full Squad Service.

Full Squad Service List of Covered Equipment

- Push Bumper including lighting
- Siren speaker
- Roof Mounted Light Bar
- Radar System
- Center Console
- Computer Docking Station
- Siren and Light Controller
- Mobile Printer
- Radio Scanner
- 700/800MHz Mobile Radio
- Center Console Associated wiring
- Front and Rear Partitions with Hard Seat
- Guns Rack and Lock
- Door Panels & Window Bars
- Trunk Tray Install Associated wiring
- Rear light stick & Wiring
- Perimeter Lighting Install & Wiring
- Roof Antennas & Coax Cabling 5ea.
- In Motion Wireless Router System
- Watch Guard In Car Video System

Full Squad Service Exclusions

Full Squad Service does not include replacement parts, such as bulbs, flashers, relays, lens, siren speakers, motors, gears, switches, strobe power supplies, LED's etc. These parts may either be obtained by the Scott County Sheriff's Office or by RACOM the cost of these parts will not be

covered by this contract. RACOM will charge out any parts not supplied by Scott County Sheriff's Office at the time of service.

Vehicle Removals and Installations

RACOM technicians will perform installs of squad equipment listed at the pricing listed During the term of this contract:

✓ Push Bumper with lighting	\$160.00
✓ Siren speaker with mount	\$ 40.00
✓ Roof Mounted Light Bar	\$ 55.00
✓ Radar System Mounting	\$ 80.00
✓ Center Console Mounting	\$ 60.00
✓ Computer Docking Station	\$ 55.00
✓ Siren and Light Controller	\$ 45.00
✓ Mobile Printer	\$ 50.00
✓ Radio Scanner	\$ 40.00
✓ 700/800MHz Mobile Radio	\$ 65.00
✓ Center Console Associated wiring	\$105.00
✓ Front and Rear Partitions with Hard Seat	\$450.00
✓ Guns Rack and Lock	\$ 70.00
✓ Door Panels & Window Bars	\$ 95.00
✓ Trunk Tray Install Associated wiring	\$505.00
✓ Rear light stick & Wiring	\$110.00
✓ Perimeter Lighting Install & Wiring	\$180.00
✓ Roof Antennas & Coax Cabling 5ea.	\$210.00
✓ In Motion Wireless Router System	\$ 60.00
✓ Watch Guard In Car Video System	\$275.00
Install Total:	\$2665.00

Marked Squads Removals:	\$ 675.00
Unmarked Squads Removals	\$ 525.00

Unmarked Squads Installs Equipment: *Pick from Marked Squad list.*

Note:

At the time of a new install some small parts may be billed that are worn out such as antenna mounts, antenna cabling, fuses, fuse holders and relays. These parts will only be replaced as needed. Consumables such as tape, solder, lugs, ties, split loom, will be considered part of the install pricing.

Battery Maintenance Option

RACOM will maintain all portable radio batteries. This includes replacement of any battery that does not retain 85% capacity of the original battery specifications. Replacement batteries will be provided while batteries are being tested and analyzed. Batteries will be replaced on a one for one basis. New or re-conditioned batteries will not be provided unless a bad or suspect battery is exchanged. Batteries provided without an exchange will be invoiced. RACOM will also label and date each battery that is new or re-conditioned with the date of testing and battery capacity obtained. Physically damaged batteries will not be covered under this contract.

Non Contract Services

RACOM will provide other services such as equipment removals, installations, antenna repair/replacement, at an hourly labor rate of \$75.00 and other equipment service work not covered by this contract at an hourly labor rate of \$95.00 during normal business hours, Monday through Friday, 8 AM to 5 PM.

Contract Acceptance

The above prices, specifications and conditions are satisfactory and hereby accepted by:

Scott County Sheriff's Office

Dated: _____



Sam E. Fleege
RACOM
Senior Manager Technical Support

Dated: 6-24-16

SCOTT COUNTY SHERIFF'S OFFICE											
Qty	Model/ Part	Serial #	Description	Made by	Located	Date-In	# Mo	Each	Mnthly	2015-2016	LID
May-16											
Control Stations, Linkers, BDA Eq., Radios											
1	KE8MTD	419581	500M MOBILE	MACOM	Tactical Lnkr		12	\$ 9.25	\$ 9.25	\$ 111.00	
1	TK-760GK	50301004	TK-760GK	KENWOOD	Tactical Lnkr		12	\$ 3.50	\$ 3.50	\$ 42.00	
1	MAHG-88MXX	9128810	M7100 MOBILE	HARRIS	FUSION		12	\$ 11.80	\$ 11.80	\$ 141.60	1521
1	HT7170T81E	9023210	P7100 PORTABLE	HARRIS	FUSION		12	\$ 9.10	\$ 9.10	\$ 109.20	14999
1	MW-CBDA-ESMR-1W60-A	1012746	Parker RF BDA	Parker	Tremont Annex		12	\$ 44.50	\$ 44.50	\$ 534.00	
1	CSI-BDA51062-S81		BI DIRECTIONAL AMP	AXELL	SC JAIL		12	\$ 75.00	\$ 75.00	\$ 900.00	
1	RIU-BDAC-IDEN	5D28AC3	FIBER CONTROLLER	CORNING	SC JAIL		12	\$ 27.00	\$ 27.00	\$ 324.00	
1	WMB-B8U	5C31348	8 PORT FIBER HUB	CORNING	SC JAIL		12	\$ 38.00	\$ 38.00	\$ 456.00	
1	WMB-B8U	5C340D8	8 PORT FIBER HUB	CORNING	SC JAIL		12	\$ 38.00	\$ 38.00	\$ 456.00	
1	1000D-IDEN-SMR4	0732333	RHU REMOTE HUB	CORNING	SC JAIL M2		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	1000D-IDEN-SMR4	07313EC	RHU REMOTE HUB	CORNING	SC JAIL		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	1000D-IDEN-SMR4	0A5319C	RHU REMOTE HUB	CORNING	SC JAIL		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	1000D-IDEN-SMR4	0732262	RHU REMOTE HUB	CORNING	CIVIL WINDOW		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	1000D-IDEN-SMR4	#5D44999	RHU REMOTE HUB	CORNING	HEALTH		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	1000D-IDEN-SMR4	#5D44A06	RHU REMOTE HUB	CORNING	JAIL BASEMENT		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	1000D-IDEN-SMR4	#5D449DA	RHU REMOTE HUB	CORNING	SPARE		12	\$ 19.10	\$ 19.10	\$ 229.20	
1	KRD103103A132	00085CY	LPE200	MACOM	VIPS		12	\$ 9.50	\$ 9.50	\$ 114.00	15725
1	KRD103103A132	0008259	LPE200	MACOM	VIPS		12	\$ 9.50	\$ 9.50	\$ 114.00	15726
1	KRD103103A132	000AFTG	LPE200	MACOM	VIPS		12	\$ 9.50	\$ 9.50	\$ 114.00	15731
1	KRD103103A132	00081ZE	LPE200	MACOM	VIPS		12	\$ 9.50	\$ 9.50	\$ 114.00	15732
1	KRD103103A132	000AQTU	LPE200	MACOM	VIPS		12	\$ 9.50	\$ 9.50	\$ 114.00	15733
1	KRD103103A132	000AQTQ	LPE200	MACOM	VIPS		12	\$ 9.50	\$ 9.50	\$ 114.00	15734
Full Service Squads											
47	All Other Equipment	SQUADS	Full Squad Labor Coverage	RACOM			12	\$ 17.10	\$ 803.70	\$ 9,644.40	
									\$	\$ 803.70	\$ 9,644.40
Jail Portable Radios											
1	DM-M78B	A40153005335	XG-25M	HARRIS	SC JAIL BASE	11/1/14	8	\$ 8.90	\$ 8.90	\$ 71.20	15205
1	DM-M78B	A40153005386	XG-25M	HARRIS	SC JAIL BASE	11/1/14	8	\$ 8.90	\$ 8.90	\$ 71.20	14983
1	DPXG-PB78B	A40138003642	XG-25P	HARRIS	SC Jail - JAIL ADM	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15237
1	DPXG-PB78B	A40138006991	XG-25P	HARRIS	SC Jail - JAILCAPT	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15328
1	DPXG-PB78B	A40138006992	XG-25P	HARRIS	SC Jail - LT 1	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15329
1	DPXG-PB78B	A40138006993	XG-25P	HARRIS	SC Jail - BKG SGT	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15341
1	DPXG-PB78B	A40138006994	XG-25P	HARRIS	SC Jail - HOUS SGT	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15707
1	DPXG-PB78B	A40138006995	XG-25P	HARRIS	SC Jail - TRNG SGT	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15353
1	DPXG-PB78B	A40138006996	XG-25P	HARRIS	SC Jail - PROG SGT	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15370
1	DPXG-PB78B	A40138006997	XG-25P	HARRIS	SC Jail - CLASS 2	11/1/14	8	\$ 5.90	\$ 5.90	\$ 47.20	15709

1	DPXG-PB78B	A40138006988	XG-25P	HARRIS	SC Jail - CLASS 1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15315		
1	DPXG-PB78B	A40138006999	XG-25P	HARRIS	SC Jail - PROGRAM2	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15706		
1	DPXG-PB78B	A40138007000	XG-25P	HARRIS	SC Jail - PROGRAM1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15250		
1	DPXG-PB78B	A40138007001	XG-25P	HARRIS	SC Jail - CC OFF	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15349		
1	DPXG-PB78B	A40138007002	XG-25P	HARRIS	SC Jail - COMMR 1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15249		
1	DPXG-PB78B	A40138007003	XG-25P	HARRIS	SC Jail - FOOD SUP	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15354		
1	DPXG-PB78B	A40138007004	XG-25P	HARRIS	SC Jail - FOOD 1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15327		
1	DPXG-PB78B	A40138007005	XG-25P	HARRIS	SC Jail - FOOD 2	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15104		
1	DPXG-PB78B	A40138007006	XG-25P	HARRIS	SC Jail - CUST 1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15357		
1	DPXG-PB78B	A40138007007	XG-25P	HARRIS	SC Jail - CUST 2	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15358		
1	DPXG-PB78B	A40138007008	XG-25P	HARRIS	SC Jail - CUST 3	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15326		
1	DPXG-PB78B	A40138007009	XG-25P	HARRIS	SC Jail - CADS 1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15359		
1	DPXG-PB78B	A40138007010	XG-25P	HARRIS	SC Jail - PROP CLK	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15367		
1	DPXG-PB78B	A40138007011	XG-25P	HARRIS	SC Jail - SEC CLK	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15313		
1	DPXG-PB78B	A40138007012	XG-25P	HARRIS	SC Jail - BOOKING	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15342		
1	DPXG-PB78B	A40138007013	XG-25P	HARRIS	SC Jail - ID	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15343		
1	DPXG-PB78B	A40138007014	XG-25P	HARRIS	SC Jail - CADS 2	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	14987		
1	DPXG-PB78B	A40138007015	XG-25P	HARRIS	SC Jail - BOOK ESC	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15365		
1	DPXG-PB78B	A40138007016	XG-25P	HARRIS	SC Jail - ESCORT 1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15364		
1	DPXG-PB78B	A40138007017	XG-25P	HARRIS	SC Jail - ESCORT 2	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15366		
1	DPXG-PB78B	A40138007018	XG-25P	HARRIS	SC Jail - ESCORT 3	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15316		
1	DPXG-PB78B	A40138007019	XG-25P	HARRIS	SC Jail - ESCORT 4	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15344		
1	DPXG-PB78B	A40138007020	XG-25P	HARRIS	SC Jail - ESCORT 5	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15351		
1	DPXG-PB78B	A40138007021	XG-25P	HARRIS	SC Jail - SPC DTY1	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15368		
1	DPXG-PB78B	A40138007022	XG-25P	HARRIS	SC Jail - VISTATON	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15355		
1	DPXG-PB78B	A40138007023	XG-25P	HARRIS	SC Jail - INTAKE	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15347		
1	DPXG-PB78B	A40138007024	XG-25P	HARRIS	SC Jail - SPEC MGT	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15348		
1	DPXG-PB78B	A40138007025	XG-25P	HARRIS	SC Jail - GP NORTH	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15345		
1	DPXG-PB78B	A40138007026	XG-25P	HARRIS	SC Jail - GP SOUTH	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15346		
1	DPXG-PB78B	A40138007027	XG-25P	HARRIS	SC Jail - FEMALE	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15103		
1	DPXG-PB78B	A40138007028	XG-25P	HARRIS	SC Jail - SPC DTY3	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15363		
1	DPXG-PB78B	A40138007029	XG-25P	HARRIS	SC Jail - SPC DTY3	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15356		
1	DPXG-PB78B	A40138007030	XG-25P	HARRIS	SC Jail - ESCORT 6	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	13921		
1	DPXG-PB78B	A40138007031	XG-25P	HARRIS	SC Jail - LT 2	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15360		
1	DPXG-PB78B	A40138007032	XG-25P	HARRIS	SC Jail - FOOD 3	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15401		
1	DPXG-PB78B	A40138007033	XG-25P	HARRIS	SC Jail - CADS 3	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15705		
1	DPXG-PB78B	A40138007034	XG-25P	HARRIS	SC Jail - CADS	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15009		
1	DPXG-PB78B	A40138007035	XG-25P	HARRIS	SC Jail - CADS 5	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15010		
1	DPXG-PB78B	A40138007036	XG-25P	HARRIS	SC Jail - CADS 6	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15400		
1	DPXG-PB78B	A40138007037	XG-25P	HARRIS	SC Jail - ESCORT 7	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15708		
1	DPXG-PB78B	A40138007038	XG-25P	HARRIS	SC Jail - BKGREL	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15352		
1	DPXG-PB78B	A40138007039	XG-25P	HARRIS	SC Jail - SPARE	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15352		
1	DPXG-PB78B	A40138007040	XG-25P	HARRIS	SC Jail - SPARE	11/1/14	8	\$	5.90	\$	5.90	\$	5.90	\$	47.20	15352		
51								\$		\$		\$	289.10	\$	2,312.80			
															\$	1,539.65	\$	17,319.40



5000 TREMONT AVE STE 402
 DAVENPORT, IA. 52807-1007
 Ph: 563-323-2812
 Fax: 563-388-4957
 www.racom.net
 sam.fleege@racom.net

Proposal Prepared for: SCOTT COUNTY SHERIFF'S OFFICE

Address: NEW EQUIPMENT SQUADS BUILDS
 City: DAVENPORT
 State & Zip Code: IOWA
 County: SCOTT
 Phone/FAX:
 Contact Name:
 Contact E-mail:

INTERCEPTOR SUV FULL SQUAD BUILD

ITEM	QTY	PART NO.	DESCRIPTION	UNIT	EXTENDED
	1	BK2032CGR15	LED LIGHTED PUSH BUMPER FRONT AND SIDE LIGHTING	\$ 741.66	\$ 741.66
	2	ENTFFTSDGS6E	GRILL LIGHTS	\$ 175.00	\$ 350.00
	2	ENTFFTSDGS6D	GRILL LIGHTS REAR SIDE WINDOWS	\$ 175.00	\$ 350.00
	2	PNFFTBRK190	SINGLE BRACKET, 90 DEGREE HORIZONTAL MOUNT	\$ 21.00	\$ 42.00
	1	ETSS100L	SIREN SPEAKER FRONT PUSH BAR MOUNT	\$ 148.50	\$ 148.50
	1	ETSA481RSP	SIREN LIGHT CONTROLLER SINGLE SPEAKER 100 WATT	\$ 483.00	\$ 483.00
	1	VTX609B	VERTEX SINGLE HEAD LED W 25 SCAN LOCK BLUE	\$ 95.00	\$ 95.00
	1	VTX609R	VERTEX SINGLE HEAD LED W 25 SCAN LOCK BLUE	\$ 95.00	\$ 95.00
	1	CD-2UIN-S	CENTER CONSOLE	\$ 212.50	\$ 212.50
	1	PK0355ITU12	SETINA FRONT PARTITION	\$ 637.20	\$ 637.20
	1	PK0316TU22ND	SETINA BACK PARTITION ENTERCEPTOR	\$ 345.71	\$ 345.71
	1	DK01001TU12	DOOR PANELS KIT REAR INTERCEPTOR SETINA	\$ 188.00	\$ 188.00
	1	WK0514ITU12	REAR WINDOW GUARDS SETINA	\$ 168.00	\$ 168.00
	1	QK0634ITU12	TRANSFER SEAT, STAND ALONE CONTOURED INTERCEPTOR	\$ 631.21	\$ 631.21
	1	ET-1738	ELECTRONICS TRAY PREMIER	\$ 81.20	\$ 81.20
	1	ENFLB	LIGHTBAR, NFORCE CONFIGURED	\$ 1,834.00	\$ 1,834.00
	1	RP34	REAR LIGHT PILLARS	\$ 779.98	\$ 779.98
	1	EGHST3R-12	SINGLE ROCK LIGHT RED BLACK HOUSING	\$ 93.00	\$ 93.00
	1	EGHST3B-12	SINGLE ROCK LIGHT BLUE BLACK HOUSING	\$ 93.00	\$ 93.00
	1	GK10271UHKSSCA	S T-RAIL WEAPONS MOUNT UNIVERSAL HK KEY	\$ 269.10	\$ 269.10
				\$ -	\$ -
	1	TRI-BAND SETUP	TRI-BAND ANTENNA, SCANNER, 700/800 RADIO, WIFI GPS	\$ 229.00	\$ 229.00
	1	QUAD BAND ANT KIT	PANORAMA ANTENNA GPS, DUAL WI-FI DUAL CELLULAR 4G LTE NET MOTION	\$ 265.00	\$ 265.00
	1	MISC	LOOM, SEALANT, RACEWAY, WIRING, FUSES, BREAKERS, FUSE BLOCKS, LUGS TIES, ETC	\$ 375.00	\$ 375.00
				\$ -	\$ -
		SCSO SUPPLIES	NET MOTION, RADAR, IN CAR VIDEO, SCANNER,	\$ -	\$ -
				\$ -	\$ -
				Total Equipment Price	\$ 8,507.06
				Installation	\$ -
				Subtotal	\$ 8,507.06
				Taxes	\$ -
				Shipping	\$ -
				Total	\$ 8,507.06

Terms of Purchase: SHIPPING BILLED AS IT IS INCURRED

Tax Rate

Total Equipment Price	\$ 8,507.06
Installation	\$ -
Subtotal	\$ 8,507.06
Taxes	\$ -
Shipping	\$ -
Total	\$ 8,507.06

System Description:

Proposal Presented By: Sam Fleege Senior Manager Technical Support Date: 6-2016
 Proposal Accepted By: _____ Date: _____

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

APPROVAL OF THE RACOM service support contract for the Sheriff's Office in the amount of \$17,319.80.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the RACOM service support contract with the Sheriff's Office is hereby approved as presented.
- Section 2. That Sheriff Conard is hereby authorized to sign said contract.
- Section 3. This resolution shall take effect immediately.

DENNIS CONARD, SHERIFF

Item 15
07-12-16

Thomas B. Gibbs
Chief Deputy Sheriff



EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (Fax)

400 West 4th Street
Davenport, Iowa 52801-1187

www.scottcountyiowa.com
sheriff@scottcountyiowa.com

Date: July 12, 2016

Memo To: Board of Supervisors

From: Sheriff Conard 

REF: Parenting Inside Out Contract

Attached is the annual Parenting Inside Out contract for fiscal year 2017. The Sheriff's Office acts as the contractor for this jail inmate program and the services are performed by staff from Family Resources. The grant award is \$74,364 with an in-kind match amount of \$16,570 by Family Resources. No actual dollars are expended by the Sheriff's Office for this grant.

I can make myself available for questions.

Thank you.

SCOTT COUNTY KIDS EARLY CHILDHOOD IOWA BOARD AND SCOTT COUNTY SHERIFF'S OFFICE FOR PARENTING INSIDE OUT SERVICES

1.0 IDENTITY OF PARTIES

1.1 The Scott County Kids Early Childhood Iowa Board (referred to in this document as "SCKECI") is the issuing agency for this contract. The address of the Scott County Kids Early Childhood Iowa Board is 600 W. 4th Street, 6th Floor, Davenport, Iowa 52801.

1.2 Scott County Sheriff's Office (referred to in this document as "Contractor") is the contracting entity, and is entering into this Contract to provide the products and or services defined in Section 4. The address of the Contractor is:

400 W. 4th Street
Davenport, Iowa 52801

2.0 DURATION OF CONTRACT

The term of this Contract shall be July 1, 2016, through June 30, 2017, unless terminated earlier in accordance with the Termination section of this Contract.

3.0 PURPOSE

The parties have entered into this Contract for the purpose of retaining the Contractor to obtain certification for providing the Parenting Inside Out services at the Scott County Jail.

4.0 SCOPE OF SERVICES

4.1 The Contractor shall provide Parenting Inside Out curriculum conducted by a staff person trained and qualified by the Children's Justice Alliance.

4.2 The Contractor shall provide child centered play, education and coaching to Scott County parents participating in the Parenting Inside Out Program.

4.3 The Contractor shall ensure all services provided and billed adhere to Tool FF (Exhibit B) requirements.

4.4 The Contractor shall promote this service to Scott County judges and other community members as appropriate.

4.5 The Contractor shall maintain a license from Children's Justice Alliance to provide Parenting Inside Out Services; both Community and Jail versions.

4.6 The Contractor shall purchase and maintain all curriculum and third party materials necessary to provide Parenting Inside Out services; both Community and Jail versions.

4.7 The Contractor shall ensure each adult participant will complete the Protective Factors Survey before and after participation in the parenting series to evaluate family function, social support, child development knowledge and nurturing /attachment behaviors.

4.8 The Contractor shall use the following approved tools to report on the required performance measures:

4.8.1 Short-term, in-home or group based parent education programs must use the Protective Factors Survey.

4.9 The objectives of the program are:

4.9.1 Improve family functioning, problem solving and communication.

4.9.2 Increase social support for families.

4.9.3 Connect families to additional concrete supports.

4.9.4 Increase knowledge about child development and parenting.

4.9.5 Improve nurturing and attachment between parent and child.

4.10 The Contractor shall provide all of the state required performance measures listed in **Exhibit B**.

4.11 The Contractor shall maintain monitoring controls, procedures, activity logs, timesheets and case records as necessary to assure adequate and proper documentation of services provided to clients as well as data collection for outcomes measurement and reporting.

4.12 The Contractor shall carryout fiscal management functions according to generally accepted accounting principles.

4.13 The Contractor shall acknowledge and include Scott County Kids Early Childhood Iowa as a sponsor and funding source in all promotional and written materials, reports, and public information. These activities must be reported as a component of the quarterly report, **Exhibit C**.

4.14 The Contractor shall provide four quarterly reports and a cumulative report at the end of the program period. The reports will include the information **Exhibit B** as well as program expenditures. Report will be submitted to 600 W. 4th Street, 6th Floor, Davenport, Iowa 52801 or via email at Diane.Martens@scottcountyiowa.com on the following date:

<u>Quarter</u>	<u>Reporting Period</u>	<u>Due Date</u>
1 st	July-September 2016	November 1, 2016
2 nd	October-December 2016	February 1, 2017
3 rd	January-March 2017	May 1, 2017
4 th	April-June 2017	August 1, 2017
Cumulative Report	7/1/16-6/30/17	August 1, 2017

5.0 COMPENSATION

5.1 The Contractor shall be paid for the services described in the Scope of Services section not to exceed **\$74,364.00** for the Contract period (7/01/16-6/30/17). See budget **Exhibit A**.

5.2 These funds are state funds.

5.3 The Contractor shall submit, on a monthly basis, an invoice for services rendered in accordance with this Contract no later than 20 days after the end of the month in which services were rendered. The invoice shall comply with all applicable rules concerning payment of such claims.

<u>Month services were rendered</u>	<u>Invoice Due</u>
July 2016	August 20, 2016
August 2016	September 20, 2016
September 2016	October 20, 2016
October 2016	November 20, 2016
November 2016	December 20, 2016
December 2016	January 20, 2017
January 2017	February 20, 2017
February 2017	March 20, 2017
March 2017	April 20, 2017
April 2017	May 20, 2017
May 2017	June 20, 2017
June 2017	July 20, 2017

5.4 In the event the Contractor submits two consecutive monthly invoices that when combined equal less than 16.6% of the total amount of the contract, and the Contractor's year-to-date spending is below the percentage of the contract year, the Contractor shall provide a corrective action plan. The corrective action plan shall detail the reason(s) for the reduced expenditures and address the lack of services and activities being provided during this contract period. The SCKECI Board will review and determine whether the corrective action plan is in accordance to our community plan and provides effective intensity to address the contract services and activities with appropriate timeframes. The Board will provide response which may include further program modifications, reduction of allocation and/or contract termination. Please refer to **section 6.0 Default and Termination**.

5.5 The Contractor shall submit claim vouchers for services provided to SCKECI with appropriate documentation as necessary to support all charges included on the claim voucher. Claims shall be submitted by the 20th of the following month to:

Scott County Kids Early Childhood Iowa
600 W. 4th Street, 6th Floor
Davenport, Iowa 52801

5.6 The Contractor is responsible for maintaining internal records necessary to substantiate all information and costs reported to SCKECI in the final expenditure report. This documentation shall be available for review.

5.7 No more than 28% of the total allocation may be reimbursed in any quarter without prior approval from the Scott County Kids Early Childhood Iowa Coordinator.

5.8 All invoices must be received by the SCKECI office no later than July 20, 2017. Funds unexpended at the end of the Contract period will remain that of the Scott County Kids Early Childhood Iowa Board.

5.9 SCKECI may retain ten (10) percent of the contractor's payments if SCKECI determines that the Contractor is noncompliant with the Contract terms. SCKECI

shall notify the Contractor in writing of the noncompliance and provide the Contractor with an opportunity to cure the noncompliance in accordance with the Default and Termination section of this Contract.

5.10 If the non-compliance is not substantially cured within the requisite time frames set out in the Default and Termination section, SCKECI may commence withholding ten (10) percent of the next payment and may continue to withhold ten (10) percent of the Contractor's succeeding payments until the noncompliance is cured, or SCKECI may pursue other remedies available to it under this Contract. If, at any time, SCKECI determines that the Contractor has not met performance standards due to extenuating circumstances, for a reason beyond the control of the Contractor, SCKECI reserves the right to waive withholding Contractor's payments.

5.11 A 10% line item variance will be allowed, total not to exceed the amount of the contract.

5.12 The Contractor has estimated the cost of the project and will be held to the amounts stated in the approved budget (see **Exhibit A**). Any revisions and/or transfer of funds between line items or funding categories (i.e., professional non-direct personnel and professional direct personnel) in the approved budget exceeding 10% must be submitted for prior approval by the SCKECI Coordinator before May 1, 2017.

6.0 DEFAULT AND TERMINATION

6.1 Termination by Scott County Kids Early Childhood Iowa for Cause

6.1.1 The occurrence of any one or more of the following events shall constitute cause for SCKECI to declare the Contractor in default of its obligations under this Contract:

- Failure to observe any condition or perform any obligation created by the Contract; or
- Failure to make substantial and timely progress toward performance of the Contract; or
- Failure of the Contractor's work product and services to conform with any specifications noted herein, or in the bid proposal, or RFP, if incorporated by reference.

6.1.2 Notice of Default by SCKECI: If there is a default event caused by the Contractor, SCKECI shall provide written notice to the Contractor requesting that the breach or noncompliance be remedied immediately. If the breach or noncompliance continues to be evidenced ten (10) calendar days beyond the date of the written notice, SCKECI may do one or more of the following:

- Immediately terminate the Contract without additional written notice; or
- Enforce the terms and conditions of the Contract and seek any legal or equitable remedies.
- In addition to either of the above, SCKECI may seek damages and payment of reasonable attorney fees and costs as a result of the Contractor's breach or failure to comply with the terms of this Contract.

6.2 Termination upon Notice

Either party may terminate this Contract, without penalty or incurring of further obligation, upon fifteen (15) calendar days written notice. The Contractor shall be entitled to compensation for services or goods provided prior to and including the

termination date.

6.3 Termination by Scott County Kids Early Childhood Iowa Due to Lack of Funds or Change in Law

6.3.1 SCKECI shall have the right to terminate this Contract without penalty by giving thirty (30) calendar days written notice to the Contractor as a result of any of the following:

- Adequate funds are not appropriated by the legislature to allow SCKECI to operate as required and to fulfill its obligations under this Contract; or
- Funds are de-appropriated, not allocated, or if funds needed by SCKECI, at SCKECI's sole discretion, are insufficient for any reason; or
- SCKECI's authorization to conduct business is withdrawn or there is a material alteration in the programs SCKECI administers; or
- SCKECI's duties are substantially modified.

6.3.2 SCKECI will make reasonable efforts to secure funding in an effort to pay the Contractor under the terms of this Contract. If any appropriation to cover the costs of this Contract becomes available within thirty (30) calendar days subsequent to termination under this clause, SCKECI agrees to re-enter the Contract with the Contractor under the same terms as the original Contract, provided the Contractor is still available to provide the services.

6.3.3 Remedies of the Contractor in the event of non-appropriation: In the event of termination of this Contract due to lack of funds or change in law, the sole remedy of the Contractor shall be payment for services completed prior to termination.

6.4 Immediate Termination By Scott County Kids Early Childhood Iowa. The following will be cause for immediate termination of the Contract upon written notice by SCKECI:

6.4.1 In the event the Contractor is required to be certified or licensed as a condition precedent to providing services, the revocation or loss of such license or certification will result in immediate termination of the Contract effective as of the date on which the license or certification is no longer in effect;

6.4.2 SCKECI determines that the actions, or failure to act, of the Contractor, its agents, employees or subcontractors have caused, or reasonably could cause, a client or client's life, health or safety to be jeopardized;

6.4.3 The Contractor fails to comply with confidentiality laws or provisions.

6.5 Delay or Impossibility of Performance by either party shall not be considered to be in default under this Contract if performance is delayed or made impossible by an act of God. The delay or impossibility must be beyond the control and without the fault or negligence of the defaulting party. If delay results from a subcontractor's conduct, negligence or failure to perform, the Contractor shall not be excused from compliance with the terms and conditions of this Contract.

6.6 Insolvency or Bankruptcy. In the event the Contractor ceases conducting business in the normal course, becomes insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or its assets, or avails itself of, or becomes subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state related to insolvency or the protection of rights of creditors, SCKECI may, at its option, terminate this Contract.

In the event SCKECI elects to terminate the Contract under this provision, it shall do so by sending written notice to the Contractor.

6.7 Upon Expiration or Termination of this Contract, the Contractor Shall:

- 6.7.1** Deliver to SCKECI within twenty (20) calendar days after such expiration or termination all data (and data base definitions), records, information and items, including partially completed plans, drawings, data, documents, surveys, maps, reports and models which belong to SCKECI;
- 6.7.2** Comply with SCKECI's instructions for the timely transfer of active files and work being performed by Contractor under this Contract to SCKECI;
- 6.7.3** Protect and preserve property in the possession of the Contractor in which SCKECI has an interest;
- 6.7.4** Stop work under this Contract on the date specified in any notice of termination provided by SCKECI;
- 6.7.5** Submit to SCKECI invoices substantiating all charges for work performed by Contractor prior to the effective date of expiration or termination;
- 6.7.6** Cooperate in good faith with SCKECI, its employees and agents during the transition period between the notification of termination and the substitution of any replacement Contractor.

7.0 INDEMNIFICATION

The Contractor agrees to defend, indemnify and hold the State of Iowa and SCKECI, and their officers, agents and employees, harmless from any and all liabilities, damages, settlements, judgments, costs and expenses, including reasonable attorney's fees of the Attorney General's Office, and the costs and expenses and attorney fees of other counsel required to defend the State of Iowa, SCKECI or their officers, agents or employees related to or arising from:

- 7.1** Any violation of this Contract; or
- 7.2** Any negligent or intentional acts or omissions of the Contractor, its officers, owners, employees, agents, board members, contractors or subcontractors or any other person in connection with the goods or services provided under this Contract; or
- 7.3** Claims for infringement of patents, trademarks, trade secrets, or copyrights, or other intellectual property arising under this Contract; or
- 7.4** The Contractor's performance or attempted performance of this Contract; or
- 7.5** Any failure by the Contractor to comply with all local, state and federal laws and regulations.
- 7.6** Any failure by the Contractor to make all reports and any payments required to conduct business in the State of Iowa, including, but not limited to, Federal and State withholding; taxes; and other fees or costs required of the Contractor

8.0 INSURANCE

- 8.1** The Contractor, and any subcontractors performing the services required under this Contract, shall maintain in effect, with insurance companies authorized to do business in the State of Iowa, at its own expense, insurance covering its work. The Contractor's insurance shall, among other things, insure against any loss or damage resulting from or related to the Contractor's performance of this Contract. All such insurance policies shall remain in full force and effect for the entire life of this Contract and shall not be canceled or changed except after thirty days written notice to SCKECI.

Unless otherwise requested by the State, the Contractor shall, at its sole cost, obtain the insurance coverage(s) set forth below:

Type of Insurance	Limit	Amount
General Liability	Per incident	\$1 million
Automobile Liability, including any auto, hired autos and non owned autos	Per incident	\$1 million
Workers' Compensation	As required by Iowa law	
Professional Liability Insurance	Per incident	\$500,000

8.2 All insurance policies required by this Contract shall provide coverage for all claims arising from activities occurring during the term of the policy, regardless of the date the claim is filed or expiration of the policy.

8.3 The Contractor and any of its subcontractors performing work on this project shall submit certificates of insurance described above at the time of execution of this Contract. The receipt of such certificates does not constitute approval of the coverage contained on the certificates, and the Contractor remains responsible for determining that its insurance coverage meets each and every requirement of this Contract. Acceptance of the insurance certificates by SCKECI shall not act to relieve the Contractor of any obligation under this Contract.

9.0 CONTRACT ADMINISTRATION

9.1 Independent Contractor. The status of the Contractor, and all subcontractors, shall be that of an independent contractor. SCKECI shall not provide the Contractor with office space, support staff, equipment or tools, or supervision beyond the terms of this Contract. The Contractor shall be responsible for payment of all taxes, fees and charges when due.

9.2 Compliance with Equal Employment and Affirmative Action Provisions. The Contractor shall comply with all provisions of federal, state and local laws, rules and executive orders which apply to insure that no client, employee or applicant for employment is discriminated against because of race, religion, color, age, sex, national origin, or disability. The Contractor, if requested, shall provide state or federal agencies with appropriate reports as required to insure compliance with equal opportunity laws and regulations. The Contractor shall insure that its employees, agents and subcontractors comply with the provisions of this clause.

9.3 Compliance with Laws and Regulations. The Contractor, its employees, agents and subcontractors, shall comply with all applicable state and federal laws, rules, ordinances, regulations and orders. The Contractor, its employees, agents and subcontractors shall also comply with all federal, state and local laws regarding business permits and licenses that may be required to carry out the work to be performed under this Contract. The Contractor shall have and implement written policies and procedures that are in compliance with Iowa law for reporting abuse of children and dependent adults and for maintaining the confidentiality of such information. The Contractor shall ensure that its employees, agents, and subcontractors comply with the provisions of this clause.

Tobacco Smoke Prohibited. Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly

for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by federal programs either directly or through state or local governments, by federal grant, contract, loan or loan guarantee. Federal programs include grants, cooperative agreements, loans or loan guarantees and contracts. The law also applies to children's services that are provided in indoor facilities that are constructed, operated or maintained with such federal funds. The law does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable federal funds is Medicare or Medicaid; or facilities (other than clinics) where WIC coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible party.

The Service Provider certifies that it and its subcontractors will comply with the requirements of the Pro-Children Act of 1994 and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act. The Service Provider shall execute the Certification of Compliance with the Pro-Children Act of 1994 attached as **Exhibit D** and provide the original certification when it executes this Contract.

Suspension and Debarment. The Service Provider certifies pursuant to 2 CFR 180 that neither it nor its principles are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Contract by any federal Board or agency. The Service Provider shall execute the certification regarding debarment attached as **Exhibit E**.

Lobbying Restrictions.

The Service Provider shall comply with all certification and disclosure requirements prescribed by 31 U.S.C. Section 1352 and any implementing regulations and shall be responsible for ensuring that any subcontractor fully complies with all certification and disclosure requirements. The Service Provider shall execute the certification regarding lobbying restrictions attached as **Exhibit F**.

9.4 Authorization. Each party to this Contract represents and warrants to the other that:

9.4.1 It has the right, power and authority to enter into and perform its obligations under this Contract.

9.4.2 It has taken all requisite action (corporate, statutory, or otherwise) to approve execution, delivery and performance of this Contract, and this Contract constitutes a legal, valid and binding obligation upon itself in accordance with its terms.

9.5 Successors in Interest. All the terms, provisions, and conditions of this Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns, and legal representatives.

9.6 Cumulative Rights. The various rights, powers, options, elections and remedies of either party provided in this Contract, shall be construed as cumulative and no one of them is exclusive of the others or exclusive of any rights, remedies or priorities allowed either party by law, or shall in any way affect or impair the right of either party to pursue any other equitable or legal remedy to which either party may be entitled as long as any default remains in any way unremedied, unsatisfied, or undischarged.

- 9.7 Severability.** If any provision of this Contract is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Contract.
- 9.8 Time is of the Essence.** Time is of the essence with respect to the performance of the terms of this Contract.
- 9.9 Choice of Law and Forum.** The terms and provisions of this Contract shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this Contract shall be brought in an appropriate Iowa forum.
- 9.10 Use of Third Parties.** SCKECI acknowledges that the Contractor may contract with third parties for the performance of any of the Contractor's obligations under this Contract. All subcontracts shall be subject to prior approval by SCKECI. The Contractor may enter into these contracts to complete the project provided that the Contractor remains responsible for all services performed under this Contract. All restrictions, obligations and responsibilities of the Contractor under this Contract shall also apply to the subcontractors. SCKECI shall have the right to request the removal of a subcontractor from the Contract for good cause.
- 9.11 Third Party Beneficiaries.** There are no third party beneficiaries to the Contract. This Contract is intended only to benefit SCKECI and the Contractor.
- 9.12 Not a Joint Venture.** Nothing in this Contract shall be construed as creating or constituting the relationship of a partnership, joint venture, (or other association of any kind or agent and principal relationship) between the parties hereto. Each party shall be deemed to be an independent contractor contracting for services and acting toward the mutual benefits expected to be derived herefrom. No party, unless otherwise specifically provided for herein, has the authority to enter into any contract or create an obligation or liability on behalf of, in the name of, or binding upon another party to the Contract. If the Contractor is a joint entity, consisting of more than one individual, partnership, corporation or other business organization, all such entities shall be jointly and severally liable for carrying out the activities and obligations of this Contract, and for any default of such activities and obligations.
- 9.13 Assignment and Delegation.** This Contract may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party. For purposes of construing this clause, a transfer of a controlling interest in the Contractor shall be considered an assignment.
- 9.14 Solicitation.** The Contractor warrants that no person or selling agency has been employed or retained to solicit and secure this Contract upon an agreement or understanding for commission, percentage, brokerage or contingency excepting bona fide employees or selling agents maintained for the purpose of securing business.
- 9.15 Amendments.** This Contract may be amended in writing from time to time by mutual consent of the parties. All amendments to this Contract must be fully executed by both parties.
- 9.16 Additional Provisions.** The parties agree that if an Addendum, Attachment or Exhibit is attached hereto by the parties, and referred to herein, then the same shall be deemed incorporated herein by reference.
- 9.17 Confidentiality.** Contractor shall not use confidential information for any purpose other than carrying out Contractor's obligations under this Contract. The Contractor shall establish and enforce policies and procedures for safeguarding the confidentiality of such data.

- 9.18 Records Retention and Access.** The Contractor shall maintain books, records, and documents which sufficiently and properly document and explain all charges billed to SCKECI throughout the term of this Contract for a period of at least five years following the date of final payment or completion of any required audit begun during the aforementioned five years, whichever is later. Records to be maintained include both financial records and service records. The Contractor shall permit the Auditor of the State of Iowa or any authorized representative of the State, and where federal funds are involved, the Comptroller General of the United States or any other authorized representative of the United States government, to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, papers, electronic or optically stored and created records or other records of the Contractor relating to orders, invoices, payments, services provided or any other documentation or materials pertaining to this Contract, wherever such records may be located.
- 9.19 Express Warranties.** The Contractor expressly warrants, within the standards of care used within the industry, all aspects of the goods and services provided or used by it in the performance of this Contract.
- 9.20 Replacement of Contractor's Staff.** The Contractor will remove and replace personnel it assigns to perform services under this Contract if SCKECI has a reasonable objection based on performance and/or interpersonal relationship issues and is not requesting the removal for arbitrary reasons. In lieu of removing an individual about whom SCKECI has objections, the Contractor may reassign the individual to another role in performing the Contract, subject to the approval of SCKECI, which it will not withhold unreasonably.
- 9.21 Headings or Captions.** The paragraph headings or captions used in this Contract are for identification purposes only and do not limit or construe the contents of the paragraphs.
- 9.22 Integration.** This Contract represents the entire Contract between the parties and neither party is relying on any representation that may have been made which is not included in this Contract.
- 9.23 Supersedes Former Contracts or Agreements.** This Contract supersedes all prior Contracts or Agreements between SCKECI and the Contractor for services and products provided in connection with this Contract.
- 9.24 Counterparts.** The parties agree that this Contract has been or may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one and the same instrument.
- 9.25 Waiver.** Except as specifically provided in a waiver signed by duly authorized representatives of SCKECI and the Contractor, failure by either party at any time to require performance by the other party or to claim a breach of any provision of the Contract shall not be construed as affecting any subsequent right to require performance or to claim a breach.
- 9.26 Obligations Beyond Contract Term.** This Contract shall remain in full force and effect to the end of the specified term or until terminated or canceled pursuant to this Contract. All obligations of SCKECI and the Contractor incurred or existing under this Contract as of the date of expiration, termination or cancellation will survive the termination, expiration or conclusion of this Contract.
- 9.27 Notices.** Notices under this Contract shall be in writing and delivered to the representative of the party to receive notice (identified below) at the address of the party to receive notice as it appears below or as otherwise provided for by proper notice hereunder. The effective date for any notice under this Contract shall be the date of mailing which may be effected by certified U.S. Mail, return receipt requested,

with postage prepaid thereon or by recognized overnight delivery service, such as Federal Express or UPS:

If to Agency: Scott County Kids Early Childhood Iowa
600 W. 4th Street, 6th Floor
Davenport, Iowa 52801

If to Contractor: **Scott County Sheriff's Office**
Attn.: Sheriff Dennis Conard
400 W. 4th Street
Davenport, Iowa 52801

10.0 EXECUTION

IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other goods and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into the above Contract and have caused their duly authorized representatives to execute this Contract.

SCOTT COUNTY SHERIFF'S OFFICE

By: _____ Date: _____
Name: Dennis Conard
Title: Sheriff

By: _____ Date: _____
Name: Jim Hancock
Title: Chairperson, Scott County Board of Supervisors

Federal Tax Identification Number: 42-_____

SCOTT COUNTY KIDS EARLY CHILDHOOD IOWA BOARD

By: _____ Date: _____
Name: Marc Engels
Title: Chair, Scott County Kids Early Childhood Iowa Board

Exhibit A: Budget

Description	Total Cost	SCK Funds Requested	Other Funding	In-Kind
Total Salaries	\$ 43,572	\$ 39,156	\$ 0	4,416
Prof. Non-Direct Staff	\$ 2,184	\$ 2,184	\$ 0	0
Prof. Direct Staff	\$ 35,256	\$ 35,256	\$ 0	0
Other Direct Staff	\$ 0	\$ 0	\$ 0	0
Clerical Staff	\$ 1,716	\$ 1,716	\$ 0	0
Other Staff	\$ 4,416	\$ 0	\$ 0	4,416
Total Benefits	\$ 6,642	\$ 5,941	\$ 0	701
Health Benefits	\$ 4,349	\$ 3,890	\$ 0	459
Retirement Plan	\$ 845	\$ 756	\$ 0	89
Other Benefits	\$ 1,448	\$ 1,295	\$ 0	153
Total Payroll Taxes	\$ 6,440	\$ 5,787	\$ 0	653
FICA Expenses	\$ 3,203	\$ 2,878	\$ 0	325
Unemployment	\$ 1,891	\$ 1,699	\$ 0	192
Workers Comp Ins	\$ 1,346	\$ 1,210	\$ 0	136
Total Contracted Services	\$ 0	\$ 0	\$ 0	0
Auditing/Accounting	\$ 0	\$ 0	\$ 0	0
Food Service	\$ 0	\$ 0	\$ 0	0
Other Contracted Svcs.	\$ 0	\$ 0	\$ 0	0
Total Supplies	\$ 12,480	\$ 12,480	\$ 0	0
Office Supplies	\$ 2,480	\$ 2,480	\$ 0	0
Food Supplies	\$ 0	\$ 0	\$ 0	0
Other Supplies	\$ 10,000	\$ 10,000	\$ 0	0
Total Occupancy Expenses	\$ 11,050	\$ 250	\$ 0	10,800
Rent/Lease Expense	\$ 250	\$ 250	\$ 0	0
Building & Grounds Supplies/Care	\$ 0	\$ 0	\$ 0	0
Utilities	\$ 0	\$ 0	\$ 0	0
Interest	\$ 0	\$ 0	\$ 0	0
Insurance & Property Taxes	\$ 0	\$ 0	\$ 0	0
Other Occupancy Expenses	\$ 10,800	\$ 0	\$ 0	10,800
Total Transportation	\$ 1,296	\$ 1,296	\$ 0	0
Mileage & Auto Rental	\$ 1,296	\$ 1,296	\$ 0	0
Agency Vehicle Expense	\$ 0	\$ 0	\$ 0	0
Other Related Transportation	\$ 0	\$ 0	\$ 0	0
Telephone	\$ 660	\$ 660	\$ 0	0
Postage and Shipping	\$ 0	\$ 0	\$ 0	0
Outside Printing & Graphics	\$ 0	\$ 0	\$ 0	0
Staff Development/Training	\$ 800	\$ 800	\$ 0	0
Equipment	\$ 0	\$ 0	\$ 0	0
Other Expenses	\$ 7,994	\$ 7,994	\$ 0	0
GRAND TOTALS	\$ 90,934	\$ 74,364	\$ 0	16,570

Total Salaries: The Prof Non-Direct Staff is calculated at 5% of our Director's salary at \$21.00/hr x 2 hrs/week x 52 weeks = \$2,184.

The Prof Direct Staff is calculated at \$16.95/hour x 40 hrs/week x 52 weeks = \$35,256.

The Other Direct Staff: no funding requested.

Clerical Staff is calculated at \$17.16/hour x 2 hrs/week x 50 weeks = \$1,716.

In-kind for Sheriff dept. is calculated at \$23.00/hr x 16 hrs x 12 months = \$4,416.

Total Benefits and payroll taxes: All benefits and taxes are calculated as a percentage of salary:

Family Resources pays approximately 70% of the premium cost of Health & Dental at an average cost of 9.93% of salaries: \$39,156 x 9.93% = \$3,890.

Family Resources pays 1% pension + 401(k) match up to 3% at an average cost of 1.93% of salaries: \$39,156 x 1.93% = \$756.

Family Resources pays Long-Term Disability, PTO, and Life Insurance at two times employee's annual salary at an average cost of 3.31% of salaries: \$39,156 x 3.31% = \$1,295.

FICA Expenses are calculated at an average 7.35% of salary expense which is adjusted for "pretax" benefits: \$39,156 x 7.35% = \$2,878.

Unemployment is calculated at Family Resources accrual rate of 4.34%: \$39,156 x 4.34% = \$1,699.

Worker's Comp Ins is calculated at Family Resources accrual rate of 3.09%: \$39,156 x 3.09% = \$1,210.

In-Kind for Sheriff dept is calculated at 4,416 x 30.66% = \$1,354.

Total Contracted Services: There are no contracted services within this program.

Total Supplies: Office Supplies include books, binders, paper, brochures, etc with an average cost of \$40/father participating x 62 fathers = \$2,480.

Other Supplies include incentives for fathers completing the program at \$250/father x 40 fathers = \$10,000.

Total Occupancy Expenses: Rent/Lease Expense includes 100 square feet of space at Family Resources @ \$2.50 per square foot/per year = \$250.

In-Kind expense for Scott County sheriff's dept. classroom utilization at \$900/month x 12 months = \$10,800.

Total Transportation: Mileage and Auto Rental includes 300 miles/month x 12 months x \$.36 per mile = \$1,296.

Telephone: Telephone includes the Prof Direct Staff cell phone reimbursement at \$25/month x 12 months = \$300 and a hot spot for the Prof Direct Staff's laptop at \$30/month x 12 months = \$360: \$300 + \$360 = \$660.

Postage and Shipping: No funding requested

Outside printing and graphing: No funding requested

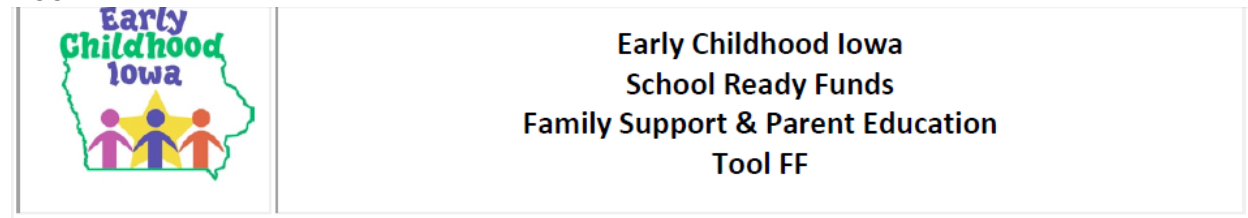
Staff Development Training: Requesting \$800 for training for Professional Direct Staff in order to enhance the PIO Educators knowledge around parenting skill training. For example, sending the PIO Educator to training to be educated on a model that could assist fathers in interactions with children with mental health disorders would be an example of utilizing these funds.

Equipment: No funding requested

Other Expenses: Administrative and allocable operating expenses totaling 13% of direct expense \$61,491 x 13% = \$7,994.

Exhibit B:

Tool FF



School Ready Allocation

Iowa law includes requirements for the use of School Ready (SR) funds in order to enhance current efforts to provide family support services and parent education programs for families with children.

Legislation specifically states:

256I.9 SCHOOL READY CHILDREN GRANT PROGRAM.

1. The state board shall develop and promote a school ready children grant program which shall provide for all of the following components:

3. A school ready children grant shall, to the extent possible, be used to support programs that meet quality standards identified by the state board. At a minimum, a grant shall be used to provide all of the following:

b. (1) Family support services and parent education programs promoted to parents of children from zero through age five. Family support services shall include but are not limited to home visitation. Of the state funding that an area board designates for family support programs, at least sixty percent shall be committed to programs with a home visitation component.

(2) It is the intent of the general assembly that priority for home visitation program funding be given to programs using evidence-based or promising models for home visitation.

SF 2321 enrolled: 12. EARLY CHILDHOOD IOWA FUND — FAMILY SUPPORT AND PARENT EDUCATION

The amount appropriated in this subsection shall be used for family support services and parent education programs targeted to families expecting a child or with newborn and infant children through age five and shall be distributed using the distribution formula approved by the early childhood Iowa state board and shall be used by an early childhood Iowa area board only for family support services and parent education programs targeted to families expecting a child or with newborn and infant children through age five.

Definitions:

“Evidence-based program” means a program that is based on scientific evidence demonstrating that the program model is effective. An evidence-based program shall be reviewed onsite and compared to program model standards by the model developer or the developer’s designee at least every five years to ensure that the program continues to maintain fidelity with the program model. The program model shall have had demonstrated significant and sustained positive outcomes in an evaluation utilizing a well-designed and rigorous randomized controlled research design or a quasi-experimental research design, and the evaluation results shall have been published in a peer-reviewed journal.

“Family support programs” includes group-based parent education or home visiting programs that are designed to strengthen protective factors, including parenting skills, increasing parental knowledge of child development, and increasing family functioning and problem solving skills. A family support program may be used as an early intervention strategy to improve birth outcomes, parental knowledge, family economic success, the home learning environment, family and child involvement with others, and coordination with other community resources. A family support program may have a specific focus on preventing child maltreatment or ensuring children are safe, healthy, and ready to succeed in school.

“Home visitation” is a strategy to deliver family support or parent education services. A home visit is a face-to-face visit with a family in their home, or other alternate location, to facilitate meeting the family’s goals. Temporary use of an alternate location may happen when meeting in the family home presents safety concerns for the worker or the family or on rare occasions to facilitate meeting the program’s outcomes such as medical appointments or school staffing. Home Visits are calculated based on the number of times you meet with the family. They are NOT multiplied by the number of children present.

A **“home visitation component”** is defined as a family support service that uses home visitation as the primary method for service delivery. Home visits are provided at regular intervals throughout the entire fiscal year and meets the definition of home visitation provided in this guidance.

“Parent education” programs implement organized and planned meetings designed to support parents’ efforts to enhance their children’s health and development.

Parent education programs have the following characteristics:

- Provides parents’ with information, skills, support systems and confidence in their parental role in order to support, nurture and promote children’s health and development;
- Strengthens positive relationships between parent and children;
- Builds on parents’ strengths and utilizes their experiences, ideas and knowledge;
- Provides information that meets the needs of parents for specific content and shared in a manner that is responsive to parents’ learning style, education and culture.

NOTE: Parent education may be provided in a group setting or one on one in a family’s home or alternate location. Refer to the definition of home visitation for additional information about the use of an alternate location. Parent education is limited in scope and duration, lasting a minimum of six weeks and utilizes standardized curricula. One day, stand alone events such as a child fair, are not eligible for funding with this funding stream.

“Promising program” means a program that meets all of the following requirements:

- (a) The program conforms to a clear, consistent family support model that has been in existence for at least three years.
- (b) The program is grounded in relevant empirically-based knowledge.
- (c) The program is linked to program-determined outcomes.
- (d) The program is associated with a national or state organization that either has comprehensive program standards that ensure high-quality service delivery and continuous program quality improvement or the program model has demonstrated through the program’s benchmark outcomes that the program has achieved significant positive outcomes equivalent to those achieved by program models with published significant and sustained results in a peer-reviewed journal.
- (e) The program has been awarded the Iowa family support credential and has been reviewed onsite at least every five years to ensure the program’s adherence to the Iowa family support standards approved by the early childhood Iowa state board created in section 256I.3 or a comparable set of standards. The onsite review is completed by an independent review team that is not associated with the program or the organization administering the program.

Outcomes of Family Support and Parent Education:

Family Support and Parent Education services promote the following outcomes:

1. Improve family functioning, problem solving and communication
2. Increase social support for families
3. Connect families to additional concrete supports

4. Increase knowledge about child development and parenting
5. Improve nurturing and attachment between parent and child

Types of Family Support Programs:

Family support programs are classified into four categories:

- Intensive Home Visitation – program is designed to provide weekly or more frequent, home visits to participating families. Services are designed to be provided over a period of at least one year or longer.
- Long-term Home Visitation – program is designed to provide at least a monthly home visit to participating families. Services are designed to be provided over a period of one year or longer.
- Short-term Home Visitation – program is designed to provide services to participating families for less than one year. Typically short-term home visitation programs have a singular focus which may include assessment to determine referrals to long-term or intensive home visitation programs.
- Group-based parent education – program is designed to provide a standardized curricula in a group setting. A core function of a group-based parent education program is to facilitate peer support. Group-based parent education may last a minimum of six sessions or be provided through-out the year.

Required Timelines:

Staffing Requirement: Effective January 1, 2013, the state board requires criminal and child abuse record checks be completed for all direct service workers and supervisors of family support programs funded through the early childhood Iowa initiative.

Electronic Data Collection: All family support programs funded through the ECI area board are required to participate in the state administered internet-based data collection system, REDCap beginning July 1, 2013.

Coordinated Intake: Early Childhood Iowa Area boards shall require all family support programs in their community to participate in the implementation of a coordinated intake process by July 1, 2015. The purpose of the coordinated intake process is to ensure:

- Families are matched with the most appropriate service available
- Eliminates duplication
- Maximizes referrals
- Ensures coordination

Evidence-based/Promising Practice Priority: In order to implement the legislative intent stated in sections 135.106 and 256I.9, that priority for home visitation program funding be given to programs using evidenced-based or promising models for home visitation, it is the intent of the general assembly to phase-in the funding priority as follows:

- 1) By July 1, 2013, 25 percent of state funds expended for home visiting programs are for evidence based or promising program models.
- 2) (2) By July 1, 2014, 50 percent of state funds expended for home visiting programs are for evidenced-based or promising program models.
- 3) (3) By July 1, 2015, 75 percent of state funds expended for home visiting programs are for evidence based or promising program models.
- 4) (4) By July 1, 2016, 90 percent of state funds expended for home visiting programs are for evidence-based or promising program models. The remaining 10 percent of funds may be used

for innovative program models that do not yet meet the definition of evidence-based or promising programs.

Each ECI area will be required to meet the July 1, 2016 target as defined above. The ECI Office will review each budget to ensure that the ECI area is planning and working toward meeting the respective targets. The ECI Office will then confirm that the targets are met during their review of each ECI Area's annual report.

Use of Funds for Family Support and Parent Education:

The school ready funds designated for family support services and parent education programs must be used to directly support individuals who function in the role of parents.

Early Childhood Iowa Area boards shall fund programs that adhere to the Iowa Family Support Standards or comparable state or national standards in order to make the best investment possible with public funds.

Sixty percent of state funds that the local board expends on family support programming must include a home visitation component. The state Early Childhood Iowa board does allow for a waiver process for local boards that can demonstrate a conflict between meeting the 60% standard and their community plan.

Budgets must include adequate information to document if the program has a home visitation component.

Include costs associated with program operations in total program costs. Examples are:

- Training
- Supervision
- Supplies
- Data Collection and Documentation (may include mobile data collection device and data plans)
- Program Promotion and Outreach
- Service Brokering and Coordination

Eligibility Criteria:

75% of the families enrolling in a long-term or intensive home visitation program during the course of the fiscal year must meet one of the following criteria in addition to having a child between the ages of 0 through 5:

- Have an income at or below 200% of the federal poverty level
- Have a parent that has achieved a high school diploma or less education
- Have a child that has a current Iowa Family Service Plan (IFSP) or Individualized Educational Plan (IEP)

There is no eligibility criteria (other than having a child that is age eligible) for families enrolling in a group-based parent education program or a short-term home visitation program.

Income or educational eligibility may be self-declared at enrollment by the enrolling parent(s.) Verification of income or education is not necessary.

75% is calculated by each long-term and intensive home visitation program funded by the ECI Area board. Each program must meet the eligibility criteria for 75% of the families newly enrolled each fiscal year.

Families that are deemed eligible for the services because of a current IFSP or IEP must sign a release of information with the family support program so they may coordinate services with the Area Education Association (AEA.)

An IEP or IFSP refers to enrollment in Part B or Part C of the Individuals with Disabilities Education Act (IDEA.)

Accountability System:

School Ready Budget Form

- Document projected expenditures on the SR budget forms to support family support services and parent education programs for families with children prenatal – 5 years.

ECIA Annual Report – Performance Measures School Ready Funds

- Document through input, output, quality/efficiency and outcome data at a minimum the required performance measures of family support services and parent education programs.
- Beginning with the 2012 Annual Report, long-term and intensive home visiting programs will also be required to report the percentage of families enrolled each fiscal year that meet the eligibility criteria.
- Report all program funding sources and data to correspond with the total funding reported.

All funds used to financially support a family support or parent education program have state required performance measures. Failure to report annually the state required performance measures, or comply with the guidance provided in Tool FF may jeopardize the Early Childhood Iowa Area’s continued designation and may trigger the Early Childhood Iowa State Board to enact the Expenditures and Reporting Policy.

Required Assessment Tools - All programs shall use the following approved tool to report on the required performance measures:

- Long-term and intensive, in-home, family support services must use the modified Life Skills Progression Instrument.
- Short term, in-home or group-based parent education programs must use the Protective Factors Survey.

Contractual Agreements with Programs:

The Early Childhood Area local board will determine the contractual agreements at a local level with program providers. They may also require additional local performance measures to be reported. ECIA’s are strongly encouraged to include in their contracts with program providers the performance measures to be reported and required compliance with Tool FF.

Technical Assistance Contact:

Contact:

Janet Horras
Iowa Department of Public Health
515-954-0647
Janet.Horras@idph.iowa.gov

OR

Debra Scowther
Iowa Department of Management
515-281-4537
Debra.Scowther@iowa.gov

Adopted by ECI State Board November 2, 2012
Clarification 5/20/14

Exhibit C:

Results Accountability							
Scott County Kids Early Childhood Iowa FY16							
Strategy/Program: PIO (Parenting Inside Out)							
Agency: Scott County Sheriff's Office		Total Allocated: \$75,987.00					
Funding Source: School Ready - Family Support		Actual Spent: \$					
State Result Area: Safe and Nurturing Families.		SCKECl Priority: Increase positive relationships between children and parents.					
Description: Evidenced based program for incarcerated fathers, support services for person caring for child(ren). A PIO program consists of 10 classes held in 5 weeks; 2 classes per week.							
Performance Measure	FY16 Yr End Projected	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Cumulative Year to Date	% of Yr End Projected
1 # of fathers participating in program	66						
2 # of fathers completing program :	50						
3 # of children 0-5 of participating fathers:	134						
4 # of individual meetings with participating fathers:	268					0	
5 # of class provided:	80					0	
6 Average attendance at class:	6						
7 # of community referrals:	201						
8 Recidivism rate at six months of release for completing participants/general released population	separate sheet						
9 Cost per father served: (75,987/66 fathers)	1151.32					#VALUE!	
10 Cost per class provided (75,987/80 classes):	949.84					#VALUE!	



**Scott County Kids
Public Awareness & Promotion Inventory Form**

As stated in your contract with Scott County Kids (“The Contractor will acknowledge and include Scott County Kids Early Childhood Iowa as a sponsor and funding source in all promotional and written materials, reports, and public information”) you are required to publicize and recognize Scott County Kids as a funding source for your organization.

Please provide Scott County Kids with information as to how your organization informed the community of the implementation of this contract with credit given to Scott County Kids for their funding. The results of public awareness and promotion efforts should also be noted. Artifacts that may be submitted with this form include, but are not limited to:

- ✓ Brochures (include quantity distributed and where they were distributed to)
- ✓ Dedication materials
- ✓ Newspaper articles
- ✓ News releases
- ✓ Newsletters
- ✓ Photos
- ✓ Photos of plaques/signs displayed at project site
- ✓ Records of phone calls, emails, mailings regarding promotions

- ✓ Records of specific businesses targeted
- ✓ Records of events where advertising materials were distributed (include what materials were used)
- ✓ Website printouts (printouts of frames or windows that show promotion, include timeframe of promotion on website)

Label all artifacts with the name of the organization and contract name.

Please complete by typing in required fields, printing, and returning this form with all required materials to:

Scott County Kids
c/o Diane Martens
600 W. 4th Street, 6th floor
Davenport, IA 52801

Contract Name:

Organization:

Address:

Contact Person:

Amount \$ Contracted:

Description of Publicity:

Exhibit D

CERTIFICATION OF COMPLIANCE WITH PRO-CHILDREN ACT OF 1994

Vendors must comply with Public Law 103-227, Part C Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (Act). This Act requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by federal programs either directly or through State or local governments. Federal programs include grants, cooperative agreements, loans or loan guarantees, and contracts. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such federal funds. The law does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable federal funds is Medicare or Medicaid; or facilities (other than clinics) where WIC coupons are redeemed.

The **Vendor** further agrees that the above language will be included in any subawards that contain provisions for children's services and that all subgrantees shall certify compliance accordingly. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1000 per day.

Signature: _____

Dennis Conard

Title: Dennis Conard

Organization: **SCOTT COUNTY SHERIFF'S OFFICE**

Date: _____

6-21-16

Exhibit E

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION -- LOWER TIER COVERED TRANSACTIONS

By signing and submitting this Contract, the Service Provider is providing the certification set out below:

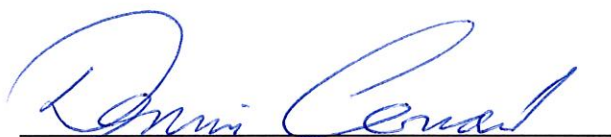
1. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the Service Provider knowingly rendered an erroneous certification, in addition to other remedies available to the Board with which this transaction originated may pursue available remedies, including suspension and/or debarment.
2. The Service Provider shall provide immediate written notice to the person to whom this Contract is submitted if at any time the Service Provider learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principle, contract, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this Contract is submitted for assistance in obtaining a copy of those regulations.
4. The Service Provider agrees by submitting this Contract that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 2 CFR 180, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Board with which this transaction originated.
5. The Service Provider further agrees by submitting this Contract that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. A participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

8. Except for transactions authorized under paragraph 4 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 2 CFR 180, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the Board with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS

(1) The Service Provider certifies, by submission of this Contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

(2) Where the Service Provider is unable to certify to any of the statements in this certification, such Service Provider shall attach an explanation to this Contract.



(Signature)

6-21-16

(Date)

Dennis Conard, Sheriff
SCOTT COUNTY SHERIFF'S OFFICE

Exhibit F

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

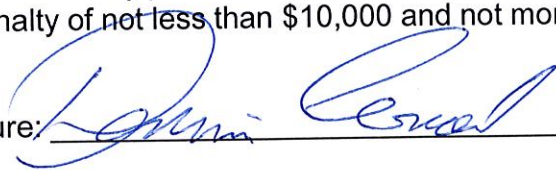
A. No federal appropriated funds have been paid or will be paid on behalf of the Sub-Grantee to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of the Congress, an officer or employee of the Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of the Congress, or an employee of a Member of Congress in connection with this Contract, grant, loan, or cooperative agreement, the applicant shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The Service Provider shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C.A. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: _____



Title: Sheriff

Organization: **SCOTT COUNTY SHERIFF'S OFFICE**

By: Dennis Conard

Date: _____

6-21-16

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

APPROVAL OF THE Parenting Inside Out contract for the Sheriff's Office in the amount of \$74,364.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the Parenting Inside Out contract with Scott County Kids and the Sheriff's Office is hereby approved as presented.
- Section 2. That the chairman is hereby authorized to sign said contract.
- Section 3. This resolution shall take effect immediately.

DENNIS CONARD, SHERIFF

Item 16
07-12-16

Thomas B. Gibbs
Chief Deputy Sheriff



EMERGENCY 9-1-1
(563) 326-8625
(563) 326-8689 (Fax)

400 West 4th Street
Davenport, Iowa 52801-1187

www.scottcountyowa.com
sheriff@scottcountyowa.com

Date: July 12, 2016

Memo To: Board of Supervisors

From: Sheriff Conard 

REF: Violence Against Women Grant Contract

Attached is the annual Violence Against Women (VAW) Grant contract for fiscal year 2017. This grant reimburses 96 percent of the salary for one deputy sheriff in the Criminal Investigations Division, who focuses his time on domestic, stalking and sexual assault cases. This year's grant award is \$59,848 with a match amount of \$19,950, an increase from FY2016 of \$8,869. The benefits paid by Scott County are used as the matching funds for the grant.

I can make myself available for questions.

Thank you.

THOMAS J. MILLER
ATTORNEY GENERAL



321 E. 12TH STREET
DES MOINES, IA 50319
Main: 515-281-5044
www.iowaattorneygeneral.gov

Janelle Melohn
DIVISION DIRECTOR

IOWA DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL
CRIME VICTIM ASSISTANCE DIVISION

Program Name and Address: <i>Scott County Sheriff's Office</i> <i>400 W. 4th Street</i> <i>Davenport, Iowa 52801</i>	Contract Number: <i>VW-17-10-CJ</i>
	Contract Period: <i>July 1, 2016 – June 30, 2017</i>
	Award Amount: <i>\$59,848</i>
	Match Amount: <i>\$19,950</i>

FEDERAL VIOLENCE AGAINST WOMEN ACT CONTRACT
CFDA # 16.588

THIS CONTRACT is made and entered into between the Crime Victim Assistance Division of the Iowa Department of Justice (the “Department”), and the Scott County Sheriff's Office (the “Program”) in Iowa, Iowa.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, the Department and the Program agree as follows:

1. **CONTRACT NUMBER:** VW-17-10-CJ
2. **CONTRACT PERIOD:** The term of this Contract is for a period of twelve months, which will commence on July 1, 2016 through June 30, 2017, inclusive.
3. **AWARD:** The Department agrees to provide funds to the Program in the amount of \$59,848 and the Program agrees to match this amount with \$19,950 for goods or services, or both, that are acceptable to the Department. The Department will not reimburse the Program for construction of buildings or the purchase of buildings or land.
4. **COMPLIANCE:** The Program agrees to comply with all policies of the Department and certifies that it meets all the requirements of the Violent Violence Against Women Act (VAWA) of 2005 as amended (Public Law 110-162) with any updates to the VAWA; 42 U.S.C. 3796gg to gg-5, as amended; Public Law 106-386, 28 Code of Federal Regulations Section 66.34; Federal Funding Accountability and Transparency Act of 2006, Public Law 109-282, the Department rules as contained in the Iowa Administrative Code; 61 IAC chapter 9, section 9.50 through 9.65, and the policies of the Department.

All equipment purchases with the funding outlined in this contract must be approved by the Department.

5. **SERVICES:** The Program agrees to provide the approved services described in its application for funding. This agreement does not constitute a contract of employment for any employee or subcontractor of the Program.

6. **ITEMIZED CLAIMS:** The Department agrees to make payment in compliance with the budget provided in the award letter based on the Program's application budget, or a budget revision approved by the Department. The Program shall utilize the Department's forms and provide detailed documentation to support the payment of each claim in IowaGrants.Gov. Such detailed documentation shall include, but is not limited to receipts, invoices, statements, payroll documentation and match documentation if applicable. The Program shall submit to the Department the completed Department's Claim Voucher form and the detailed documentation supporting each claim on either a monthly or quarterly basis.
7. **ADJUSTMENTS:** The Department shall administer and disperse the funds for this contract contingent upon their availability. This contract may be adjusted to reflect changes in the amount as determined by the Department.
8. **ADMINISTRATION:** The Department shall monitor the services and operation of the Program for compliance with this contract. The Department shall have immediate access to records pertaining to the contract during working hours with or without notice. The Program shall retain all financial records, supporting documents, statistical records and all other records pertinent to the fund, for at least three years following the closure of the most recent audit report.
9. **TERMINATION:**
 - 9.1. **Termination on notice by the Department.** Following 30 days' written notice, the Department may terminate this contract for convenience without the payment of any penalty or incurring any further obligation to the non-terminating party. Following termination upon notice, the Department will pay the Program, upon submission of invoices and proper proof of claim, for services provided under this contract up to and including the date of termination, minus any funds owed the Department.
 - 9.2. **Termination for cause by the Department.** The Department may declare the Program to be in default of its obligations under this contract when any of the following events occurs:
 - 9.2.A. The Program fails to observe and perform any covenant, condition or obligation created by the contract;
 - 9.2.B. The Program fails to make substantial and timely progress toward performance of the contract; or
 - 9.2.C. The Program's work product and services fail to conform with the requirements of this contract.
 - 9.3. **Notice of default.** If there is a default event that the Program can cure, the Department must provide written notice to the Program requesting that the breach or noncompliance be immediately remedied. If the breach or noncompliance continues 10 days beyond the date of the written notice, the Department may:
 - 9.3.A. Immediately terminate the contract without additional written notice; or

9.3.B. Enforce the terms and conditions of the contract and seek any legal or equitable remedies.

In either event, the Department may seek damages due to the breach or failure to comply with the terms of the contract.

9.4. Termination by the Department due to lack of funds or change in law. Despite anything in this contract to the contrary, and subject to the limitations, conditions, and procedures set forth below, the Department may terminate this contract without penalty by giving 60 days' written notice to the Program if any of the following occurs:

9.4.A. The legislature or governor fails to appropriate funds sufficient to allow Judicial to operate as required and to fulfill its obligations under this contract;

9.4.B. If funds are de-appropriated or not allocated;

9.4.C. If the federal government reduces or eliminates the federal grant;

9.4.D. If the Department's authorization to operate is withdrawn or there a material alteration in the programs administered by the Department; or

9.4.E. If the Department's duties are substantially modified.

9.5. The Program's remedies if the Department terminates the contract due to lack of funds or change in law. If the Department terminates this contract due to lack of funds or change in law as provided above, the Program's exclusive, sole, and complete remedy is the payment for services completed prior to and including the date of termination.

9.6. The Program's duties on termination. When the Program receives the Department's notice of termination for any reason allowed under this contract, the Program must:

9.6.A. Cease all work under this contract except any work that the Department directs the Program to perform; and

9.6.B. Comply with the Department's instructions for the timely transfer of any active files and related work product.

9.7. Termination on notice by the Program. Following 30 days' written notice, the Program may terminate this contract for convenience without the payment of any penalty or incurring any further obligation to the non-terminating party. Following termination upon notice, the Department will pay the Program, upon submission of invoices and proper proof of claim, for services provided under this contract up to and including the date of termination, minus any funds owed the Department.

9.8. Set off. Should the Department obtain a money judgment against the Program because of a default under this contract, the Program consents to such judgment being set off from moneys

owed the Program by the State of Iowa or any other agency of the State of Iowa under any other contract.

10. **INDEMNIFICATION:** The Program agrees to defend, indemnify and hold the State of Iowa, Department, and the Attorney General's Office harmless from any or all liabilities.
- 10.1 Any Violation of this Agreement by the Program; or
 - 10.2 Any negligent acts or omissions of the Program; or
 - 10.3 The Program's performance or attempted performance of this Agreement; or
 - 10.4 Any failure by the Program to comply with all local, state and federal laws and regulations.
11. **INCORPORATED DOCUMENTS:** This Contract incorporates, as if fully set forth herein, the application and the certified assurances.
12. **ADDITIONAL FUNDS:** If any additional funds become available during the term of this Agreement, the Department, upon its sole discretion, may institute a new application process to distribute those additional funds. Any additional funds awarded may be made part of this Agreement by amendment or addendum to this Agreement.

CONTRACT ENTERED INTO BY:

Scott County Sheriff's Office

Program Name

Authorized Representative Signature

Jim Hancock

Typed Name

jim.hancock@scottcountyiowa.com

E-mail Address

Date

Chairman, Scott County Board of Supervisors

Title

(563) 326-8749

Telephone



Authorized Department Signature

Donna J. Phillips

Typed Name

June 23, 2016

Date

Victim Services Support Administrator

Title

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 14, 2016

APPROVAL OF THE Violence Against Women grant contract for the Sheriff's Office in the amount of \$59,848.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the Violence Against Women grant contract with the Crime Victim Assistance Division of the Iowa Department of Justice and the Sheriff's Office is hereby approved as presented.
- Section 2. That the chairman is hereby authorized to sign said contract.
- Section 3. This resolution shall take effect immediately.