

**CONTRACT SUMMARY PAGE (INTERNAL USE)**

<b>Contract Number: HLT20CHWACS    Version: 1    Desc: HEA COVID Mitigation Education</b>
<b>Supplier Name: ALLIANCE COMMUNITY SERVICES</b>
<b>Comments:</b> HEA- RFA - Request for Application for Community Health Workers in SLCo to help connect community members affected by COVID-19 to needed resources. Alliance Community Services will provide staff that live or work in the community and are knowledgeable in the culture and language; with established connections with community leaders; with established connections with community resources, including healthcare, social, & cultural agencies & organizations; that are bilingual in English and the language(s) of the community being services; provide education about COVID-19 and how to mitigate the spread using County-provided materials; disseminate masks provided by SLCo; complete Social Determinants of Health Survey for every resource referral made; give feedback to SLCo about community needs & gaps in service; act as a liaison between SLCo Health Dept to contact patients for COVID-19 contact tracing; and follow CDC COVID-19 safety recommendations. County to pay \$26/hr. Term to 12/31/2020. May renew to amend for 1 year terms as allowed by funding.
<b>Contract Amount: \$0.00</b>
<b>Agency Name: Public Health &amp; Economic Recovery</b>
<b>Period Performance from 7/6/2020 to 12/31/2020</b>
<b>Procurement Type: RFA Request for Applications</b>
<b>Reason Code:</b>
<b>Buyer: MMcGaughey</b>

**AGREEMENT**

**Between**

**SALT LAKE COUNTY**

**and**

**Alliance Community Services**

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This Agreement is entered into this 6<sup>th</sup> day of July, 2020, between Salt Lake County, a body corporate and politic of the State of Utah (“County”) and Alliance Community Services (“Contractor”), a not for profit organization located in Salt Lake County, and Contractor may be referred to as “the Parties.”

**RECITALS**

- I. On or about June 9, 2020, County issued a Request for Application for Community Health Workers in Salt Lake County to help connect community members affected by COVID-19 to needed resources.
- II. On or about June 29, 2020, County reviewed applications and determined that Contractor meets the qualifications set out in the Request for Application.
- III. The County and Contractor are now desirous to enter into an agreement whereby the County will provide funding for Contractor to provide access to needed health care information and other services to residents affected by COVID-19.

Therefore, in exchange for valuable consideration, including the mutual covenants contained in this Agreement, the parties covenant and agree as follows:

1. SCOPE OF SERVICES

- A. Contractor will work within communities directed by the County and will:
  - a. Provide Staff that live or work in the community and are knowledgeable in the culture and language.
  - b. Provide Staff that has established connections with community leaders.
  - c. Provide Staff that has established connections with community resources, including healthcare, social, and cultural agencies and organizations.
  - d. Provide Staff that are bilingual in English and the language(s) of the community being served.
  - e. Provide Education about COVID-19 and how to mitigate the spread using County provided materials.

- f. Disseminate masks provide by County in the communities served.
  - g. Complete Social Determinants of Health Survey provided by the County, for every resource referral made.
  - h. Provide feedback to County about additional community needs and gaps in service through focus groups, surveys, and individual discussion.
  - i. Act as a liaison between County Health Department to contact patients for the purpose of contact tracing related to COVID-19.
  - j. Follow CDC COVID-19 safety recommendations.
- B. County will:
- a. Provide Contractor with Social Determinants of Health Survey for use with resident referrals.
  - b. Provide Contractor with COVID-19 educational materials in requested languages.
  - c. Provide Contractor with masks for dissemination in the community when available.
  - d. Receive feedback from Contractor through focus groups, surveys, and individual discussion.

2. CONSIDERATION

In consideration for services rendered under this Agreement, County shall reimburse Contractor \$26 per hour for work done connecting residents to needed resources, upon receipt of invoice. The invoice must include the organization name, a unique client identifier provided by Contractor, number of hours dedicated to client, and a completed Social Determinants of Health Survey. The Contractor shall be reimbursed by the County upon receipt of an invoice addressed to Michelle McGaughey, 2001 South State Street, #S2-600, Salt Lake City, UT 84114.

The Contractor agrees to submit an invoice to the County by the 10<sup>th</sup> day of the month for the previous month.

3. EFFECTIVE DATE/TERM

This agreement shall be effective on the date assigned above and shall expire on December 31, 2020. The contract may be renewed by written amendment for additional one-year terms as allowed by funding.

4. INDEPENDENT CONTRACTOR AND TAXES

The relationship of County and Contractor under this Agreement shall be that of an independent contractor status. Each party shall have the entire responsibility to discharge all of the obligations of an independent contractor under federal, state and local law, including but not limited to, those obligations relating to employee supervision, benefits, and wages; taxes; unemployment compensation and insurance; social security; workers' compensation; disability pensions and tax withholdings, including the filing of all returns and reports and the payment of all taxes, assessments, and contributions and other sums required of an independent contractor. Nothing contained in this Agreement shall be construed to create the relationship between County and Contractor of employer and employee, partners, or joint ventures.

The parties agree that Contractor's obligations under this Agreement are solely to the County. This Agreement shall not confer any rights to third parties unless otherwise expressly provided for under this Agreement.

5. AGENCY

No agent, employee, or servant of Contractor or County is or shall be deemed to be an employee, agent, or servant of the other party. None of the benefits provided by each party to its employees including, but not limited to, workers' compensation insurance, health insurance, and unemployment insurance, are available to the employees, agents, or servants of the other party. Contractor and County shall each be solely and entirely responsible for its acts and for the acts of its agents, employees, and servants during the performance of this Agreement. Contractor and County shall each make all commercially reasonable efforts to inform all persons with whom they are involved in connection with this Agreement to be aware that Contractor is an independent contractor.

6. COUNTY REPRESENTATIVE

County hereby appoints Dorothy Adams as County Representatives to assist in the administrative management of this Agreement and to coordinate performance of the services to be provided by Contractor under this Agreement.

7. CONTRACTOR REPRESENTATIVE

Contractor shall designate an employee and make known to the County the name and title of this employee within its organization who is authorized to act as Contractor's representative in its performance of this Agreement. Contractor Representative shall have the responsibility of working with the County to coordinate the performance of its obligations under this Agreement.

8. STANDARD OF PERFORMANCE/PROFESSIONALISM

Contractor acknowledges the standard of performance and professionalism required in the performance of its services under this Agreement. Contractor agrees to perform the services under this Agreement with the level of professionalism expected in its industry/profession in the community. Further, Contractor, while performing its obligations under this Agreement, will conduct itself in such a manner that will promote the best interests of the County. Contractor further agrees that it will not accept any fee or financial remuneration from any entity or person other than the County for its performance under this Agreement.

9. INDEMNIFICATION

Contractor agrees to indemnify, hold harmless, and defend the County, its officers, agents, and employees from and against any and all losses, damages, injuries, liabilities, and claims, including claims for personal injury, death, or damage to personal property or profits and liens of workmen and material men (suppliers), however allegedly caused, resulting directly or indirectly from, or arising out of, negligent acts or omissions by Contractor, its agents, representatives, officers, employees, or subcontractors in the performance of this Agreement.

10. GOVERNMENTAL IMMUNITY

County is a body corporate and politic of the State of Utah, subject to the Governmental Immunity Act of Utah (the "Act"), Utah Code Ann. §§ 63G-7-101 to -904 (2015). The parties agree that County shall only be liable within the parameters of the Act. Nothing contained in this Agreement shall be construed in any way, to modify the limits of liability set forth in that Act or the basis for liability as established in the Act.

11. NON-FUNDING CLAUSE

County intends to request the appropriation of funds to be paid for the services provided by Contractor under this Agreement. If funds are not available beyond December 31 of any effective fiscal year of this Agreement, the County's obligation for performance of this Agreement beyond that date shall be null and void. This Agreement shall create no obligation on the County as to succeeding fiscal years and shall terminate and become null and void on the last day of the fiscal year for which funds were budgeted and appropriated, except as to those portions of payments agreed upon for which funds were appropriated and budgeted. Said termination shall not be construed as a breach of this Agreement or any event of default under this Agreement and said termination shall be without penalty, whatsoever, and

no right of action for damages or other relief shall accrue to the benefit of Contractor, its successors, or its assigns, as to this Agreement, or any portion thereof, which may terminate and become null and void.

If funds are not appropriated for a succeeding fiscal year to fund performance by County under this Agreement, County shall promptly notify Contractor of said non-funding and the termination of this Agreement, and in no event, later than thirty (30) days prior to the expiration of the fiscal year for which funds were appropriated.

12. INSURANCE

12.1 County represents that it is self-insured pursuant to the provisions of Utah Code Ann. § 63G-7-801 (2015).

12.2 Contractor shall, at its sole cost and expense, secure and maintain during the term of this Agreement, including all renewal or additional terms, the following minimum insurance coverage:

GENERAL INSURANCE REQUIREMENTS FOR ALL POLICIES

A. Any insurance coverage required herein that is written on a “claims made” form rather than on an “occurrence” form shall (i) provide full prior acts coverage or have a retroactive date effective before the date of this Agreement, and (ii) be maintained for a period of at least three (3) years following the end of the term of this Agreement or contain a comparable “extended discovery” clause. Evidence of current extended discovery coverage and the purchase options available upon policy termination shall be provided to the County.

B. All policies of insurance shall be issued by insurance companies licensed to do business in the State of Utah and either:

i. Currently rated A- or better by A.M. Best Company;

**OR**

ii. Listed in the United States Treasury Department’s current Listing of approved Sureties (Department Circular 570), as amended

C. Contractor shall furnish certificates of insurance, acceptable to the County, verifying the foregoing matters concurrent with the execution hereof and thereafter as required.

D. In the event any work is subcontracted, Contractor shall require its subcontractor, at no cost to the County, to secure and maintain all minimum insurance coverages required of the Contractor hereunder.

E. In the event that governmental immunity limits are subsequently altered by legislation or judicial opinion, Contractor shall provide a new certificate of insurance within thirty (30) days after being notified thereof in writing by the County, certifying coverage in compliance with the modified limits or, if no new limits are specified, in an amount acceptable to the County.

F. All required certificates and policies shall provide that coverage thereunder shall not be canceled or modified without providing thirty (30) days prior written notice to the County in a manner approved by the County District Attorney.

G. In the event Contractor fails to maintain and keep in force any insurance policies as required herein, County shall have the right at its sole discretion to obtain such coverage and reduce payments to Contractor for the costs of said insurance.

#### REQUIRED INSURANCE POLICIES

Contractor agrees to secure and maintain the following required policies of insurance in accordance with the general insurance requirements set forth in the preceding subsection:

A. Workers' compensation with limits as required by the State of Utah and employer's liability coverage in the amount of \$1,000,000 per loss. This requirement includes contractors who are doing business as an individual and/or as a sole proprietor as well as corporations, limited liability companies, joint ventures, and partnerships. In the event any work is subcontracted, Contractor shall require its subcontractor(s) similarly to provide workers' compensation insurance for all of the latter's employees, unless a waiver of coverage is allowed and acquired pursuant to Utah law.

B. Commercial general liability insurance, on an occurrence form, with the County as an additional insured, in the minimum amount of \$1,000,000 per occurrence with a \$3,000,000 general policy aggregate. This policy shall be endorsed to include Abuse and Molestation coverage, food preparation/food borne illness coverage, liability for dispensing medications, and premises medical coverage. The policy shall protect the County, Contractor, and any subcontractor from claims for damages for personal injury, including accidental death, and from claims for property damage that may arise from Contractor's operations under this Agreement, whether performed by Contractor itself, any subcontractor, or anyone directly or indirectly employed by either of them. Such insurance shall provide coverage for premises operations, acts of independent contractors, and completed operations. The policy shall be primary and not contributing to any other policy or coverage available to the County whether such coverage by primary, contributing or excess.

C. Commercial automobile liability insurance that provides coverage for owned, hired, and non-owned automobiles, with the County as an additional insured, in the minimum amount of \$500,000 per occurrence, \$1,000,000 per accident, \$250,000 per occurrence for property damage or a

single combined limit of \$1,000,000.

13. NO OFFICER OR EMPLOYEE INTEREST

It is understood and agreed that no officer or employee of the County has or shall have any pecuniary interest, direct or indirect, in this Agreement or the proceeds resulting from the performance of this Agreement. No officer or employee of Contractor or any member of their families shall serve on any County board or committee or hold any such position which either by rule, practice, or action nominates, recommends, or supervises Contractor's operations, or authorizes funding or payments to Contractor.

14. ETHICAL STANDARDS

Contractor represents that it has not: (a) provided an illegal gift to any County officer or employee, or former County officer or employee, or to any relative or business entity of a County officer or employee, or relative or business entity of a former County officer or employee; (b) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than bona fide employees of bona fide commercial agencies established for the purpose of securing business; (c) breached any of the ethical standards set forth in state statute or Salt Lake County Code of Ordinances § 2.07 (2015); or (d) knowingly influenced, and hereby promises that it will not knowingly influence, any County officer or employee or former County officer or employee to breach any of the ethical standards set forth in state statute or Salt Lake County ordinances.

15. CAMPAIGN CONTRIBUTIONS

The Salt Lake County campaign finance disclosure ordinance limits campaign contributions by contractors to County candidates. Salt Lake County Code of Ordinances § 2.72A (2015). Contractor acknowledges and understands those limitations on campaign contributions mean that any person, business, corporation or other entity that enters into a contract or is engaged in a contract with the County is prohibited from making campaign contributions in excess of \$100 to County candidates during the term of the contract and during a single election cycle as defined in the ordinance. Contractor further acknowledges that violation of those provisions governing campaign contributions may result in criminal sanctions as well as termination of this Agreement.

16. PUBLIC FUNDS AND PUBLIC MONIES

16.1 Definitions: “Public funds” and “public monies” mean monies, funds, and accounts, regardless of the source from which they are derived, that are owned, held, or administered by the state or any of its boards, commissions, institutions, departments, divisions, agencies, bureaus, laboratories, or other similar instrumentalities, or any county, city, school district, political subdivision, or other public body. The terms also include monies, funds or accounts that have been transferred by any of the aforementioned public entities to a private contract provider for public programs or services. Said funds shall maintain the nature of “public funds” while in Contractor's possession.

16.2 Contractor’s Obligation: Contractor, as recipient of “public funds” and “public monies” pursuant to this and other contracts related hereto, expressly understands that it, its officers, and employees are obligated to receive, keep safe, transfer, disburse and use these “public funds” and “public monies” authorized by law and this Agreement for the provision of services to Salt Lake County. Contractor understands that it, its officers, and employees may be criminally liable under Utah Code Ann. § 76-8-402 (2015), for misuse of public funds or monies. Contractor expressly understands that County may monitor the expenditure of public funds by Contractor. Contractor expressly understands that County may withhold funds or require repayment of funds from Contractor for contract noncompliance, failure to comply with directives regarding the use of public funds, or for misuse of public funds or monies.

17. AFFIDAVITS

Upon the execution of this Agreement and if requested by the County, Contractor shall submit a sworn affidavit from each officer, employee, or agent of Contractor who has been in contact or communicated with any officer, agent or employee of County during the past calendar year concerning the provision of these goods and services. The affidavit shall contain the following statement:

I do solemnly swear that neither I, nor to the best of my knowledge, any member of my firm or company, have either directly or indirectly restrained free and competitive bidding by entering into any Agreement, participated in any collusion, or otherwise taken any action unauthorized by the governing body of the County, or in violation of applicable law.

18. TERMINATION

18.1 Termination for Default. County may terminate this Agreement for an “Event of Default” as defined, upon written notice from County to Contractor.

18.2 Termination by Contractor for Default. Contractor may terminate this Agreement for an Event of Default upon written notice from Contractor to County.

18.3 Event of Default. As used in this Agreement, the term “Event of Default” means (a) a party fails to make any payment herein when the same becomes due and such failure continues for a period of thirty (30) days after written notice to the party failing to make such payment; (b) a party hereto fails to perform any of its material obligations and such failure continues for a period of thirty (30) days after written notice to such defaulting party; or (c) any material representation or warranty of a party contained in this Agreement proves to be untrue or incorrect in any material respect when made.

18.4 Force Majeure. Neither party shall be liable for any excess costs if the failure to perform arises from causes beyond the control and without the fault or negligence of that party, e.g., acts of God, fires, floods, strikes, or unusually severe weather. If such condition continues for a period in excess of sixty (60) days, Contractor or County shall have the right to terminate this Agreement without liability or penalty effective upon written notice to the other party.

18.5 No Limitation of Rights. The rights and remedies of the parties hereto are in addition to any other rights and remedies provided by law or under this Agreement. The parties agree that the waiver of any breach of this Agreement by either party shall in no event constitute a waiver as to any future breach.

18.6 Termination for Convenience. County reserves the right to terminate this Agreement, in whole or in part, at any time during the Term or any Additional Terms whenever County determines, in its sole discretion that it is in the County’s interest to do so. If County elects to exercise this right, County shall provide written notice to Contractor at least thirty (30) days prior to the date of termination for convenience. Upon such termination, Contractor shall be paid for all services up to the date of termination. Contractor agrees that the County’s termination for convenience will not be deemed a termination for default nor will it entitle Contractor to any rights or remedies provided by law or this Agreement for breach of contract by the County or any other claim or cause of action.

19. COMPLIANCE WITH LAWS

Each party agrees to comply with all federal, state and local laws, rules and regulations in the performance of its duties and obligations under this Agreement. Any violation by Contractor of applicable law shall constitute an event of default under this Agreement and Contractor shall be liable for and hold the County harmless and defend the County from and against any and all liability arising out of or connected with the violation, to include all attorney fees and costs incurred by the County as a result of the violation. Contractor is responsible, at its expense, to acquire, maintain and renew during the term of

this Agreement, all necessary permits and licenses required for its lawful performance of its duties and obligations under this Agreement.

20. NON-DISCRIMINATION

Contractor and any agent of Contractor agree that they shall comply with all federal, state and county laws, rules, and regulations governing discrimination and they shall not discriminate in the engagement or employment of any professional person or any other person qualified to perform the services required under this Agreement.

21. NOTICE TO RETIREES OF UTAH RETIRMENT SYSTEMS (“URS”)

County is a URS “participating employer.” Entering into an agreement with County may affect a URS retiree’s retirement benefits including, but not limited to, cancellation of the retiree’s “retirement allowance” due to “reemployment” with a “participating” employer pursuant to Utah Code Ann. § 49-11-504. In addition, Contractor is required to immediately notify County if a retiree of URS is the contractor; or an owner, operator, or principal of the contractor. Contractor shall refer the URS retiree to the URS Retirement Department at 801-366-7770 or 800-695-4877 for all questions about post-retirement employment regulations.

22. LABOR REGULATIONS AND REQUIREMENTS

Contractor agrees to comply with all applicable provisions of Title 34 of the Utah Code, and with all applicable federal, state, and local labor laws. Contractor shall indemnify and hold County harmless from and against any and all claims for liability arising out of any violation of this paragraph or the laws referenced by Contractor, its agents or employees.

23. EMPLOYEE STATUS VERIFICATION SYSTEM

If this Agreement was the result of a Request for Proposals by County, Contractor shall register and participate in the Status Verification System before entering into a contract with the county as required by Utah Code Ann. § 63G-12-302 (2015). The Status Verification System is an electronic system operated by the federal government, through which an authorized official of a state agency or a political subdivision of the state may inquire by exercise of authority delegated pursuant to 8 U.S.C. § 1373 to verify the citizenship or immigration status of an individual within the jurisdiction of the agency or political subdivision. Contractor is individually responsible for verifying the employment status of only new employees who work under Contractor’s supervision or direction and not those who work for another contractor or subcontractor, except each contractor or subcontractor who works under or for another

contractor shall certify to the main contractor by affidavit that the contractor or subcontractor has verified, through the Status Verification System, the employment status of each new employee of the respective contractor or subcontractor. The contractor shall comply in all respects with the provisions of Utah Code Ann. § 63G-12-302 (2015). Contractor's failure to so comply may result in the immediate termination of its contract with the County.

24. CONFIDENTIALITY

Contractor shall hold all information provided to it by County for the purposes of its performance of this Agreement, whether provided in written or other form, in strict confidence, shall make no use thereof other than for the performance of the Agreement, and shall not release any of said information to any third party, any member of Contractor's firm who is not involved in the performance of services under the Agreement, or to any representative of the news media without prior written consent of County. Materials, information, data, reports, plans, analyses, budgets, and similar documentation provided to or prepared by Contractor in performance of this Agreement shall also be held confidential by Contractor. County shall have the sole obligation or privilege of releasing such information as required by law.

25. OWNERSHIP OF WORK PRODUCT

All work performed by Contractor under this Agreement shall become the sole property of the County. Ownership of the work shall apply regardless of the form of the work product including, but not limited to, writings, drawings, reports, any form of video or audio, etc. Upon final payment by County to Contractor, Contractor shall deliver to County all work product applicable to the services provided under this Agreement including, but not limited to, work product in draft form.

26. GOVERNMENT RECORDS ACCESS MANAGEMENT ACT

Contractor acknowledges that County is a governmental entity subject to the Utah Government Records Access and Management Act ("GRAMA"), Utah Code Ann. §§ 63G-2-101 to -901 (2015). As a result, County is required to disclose certain information and materials to the public, upon request. Contractor agrees to timely refer all requests for documents, materials, and data in its possession relating to this Agreement and its performance to the County Representative for response by County.

Generally, any document submitted to County is considered a "public record" under GRAMA. Any person who provides to the County a record that the person believes should be protected under subsection 63G-2-305(1) or (2) shall provide both: (1) a written claim of business confidentiality and (2) a concise statement of reasons supporting the claim of business confidentiality. Generally,

GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury.

27. ASSIGNMENT

Contractor shall not assign or transfer its duties of performance nor its rights to compensation under this Agreement, without the prior written approval of County. County reserves the right to assert any claim or defense it may have against Contractor and against any assignee or successor-in-interest of Contractor.

28. SUBCONTRACTING

Contractor agrees that it shall not subcontract to provide any of the services under this agreement or execute performance of its obligations under this agreement without prior express written consent of County.

29. NOTICES

All notices to be given under this Agreement shall be made in writing and shall be deemed given upon personal delivery, upon the next business day immediately following the day sent if sent by overnight express carrier, or upon the third business day following the day sent if sent postage prepaid by certified or registered mail, return receipt requested, to the parties at the following addresses (or to such other address or addresses as shall be specified in any notice given):

COUNTY:                    Contracts Administrator  
                                  Salt Lake County  
                                  2001 South State Street, #S2-600  
                                  Salt Lake City, UT 84190-3100

CONTRACTOR:            Alliance Community Services  
                                  Sara Carbajal Salisbury  
                                  5282 Commerce Dr  
                                  E140  
                                  Salt Lake City, UT 84107

30. TIME

The parties stipulate that time is of the essence in the performance of this Agreement. The time set forth for performance in this Agreement shall be strictly followed and any default in performance according to the times required shall be a default of this Agreement and shall be just cause for immediate

termination by County of this Agreement and pursuit of any remedy allowed by this Agreement and by law.

31. ENTIRE AGREEMENT

County and Contractor acknowledge and agree that this Agreement constitutes the entire integrated understanding between County and Contractor, and that there are no other terms, conditions, representations or understanding, whether written or oral, concerning the rights and obligations of the parties to this Agreement except as set forth in this Agreement. This Agreement may not be enlarged, modified or altered, except in writing, signed by the parties.

32. GOVERNING LAW

It is understood and agreed by the parties hereto that this Agreement shall be governed by the laws of the State of Utah and the ordinances of Salt Lake County, both as to interpretation and performance. All actions, including but not limited to court proceedings, administrative proceedings, arbitration, and mediation proceedings, shall be commenced, maintained, adjudicated, and resolved within the jurisdiction of the State of Utah.

33. COUNTERPARTS

This Agreement may be executed in several counterparts and all so executed shall constitute one agreement binding on all the parties, notwithstanding that each of the parties are not signatory to the original or the same counterpart. Further, executed copies of this Agreement delivered by facsimile shall be deemed an original signed copy of this Agreement.

34. INTERPRETATION

The Agreement documents are complementary and what is called for by any one of them shall be as binding as if called for by all. In the event of any inconsistency between any of the provisions of the Agreement documents, the inconsistency shall be resolved by giving precedence in the following order:

- A. This Agreement;
- B. Salt Lake County's Request for Application (Exhibit 1); and County and Contractor agree that where possible, each provision of this Agreement shall be interpreted in such a manner as to be consistent and valid under applicable law; but if any provision of this Agreement shall be invalid, prohibited, or unenforceable under applicable law, such provision shall be ineffective to the extent of such invalidity or prohibition, without invalidating the remainder of such provision or the remaining provisions of this Agreement.

35. GEOGRAPHIC INFORMATION SYSTEM (GIS) DATA

If any GIS data is created or maintained under this Agreement, Contractor agrees to comply with Countywide Policy IO 13 - Standards for Geographic Information System.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties execute this Agreement the day and year recited above.

Salt Lake County

By: Mike Reberg  
Mayor or Designee

Date: 9/17/2020

APPROVED BY:

Salt Lake County Health Department

By: Gary L. Edwards  
Gary L. Edwards, Executive Director

Date: July 1, 2020

Contractor Jorge Arce Larreta

Printed Name: Jorge Arce-Larreta

Title: CEO

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

APPROVED AS TO FORM:

Stacia R. Sidlow

Stacia R. Sidlow  
Deputy District Attorney  
Salt Lake County  
July 1, 2020



## Request for Qualifications/Applications

### COVID-19 Response in Salt Lake County

**Introduction and Executive Summary:** The Salt Lake County Health Department (SLCoHD) works to protect and improve the well-being of all county residents by preventing disease, illness, and injury and by impacting social, economic, and environmental factors fundamental to excellent health.

The SLCoHD wishes to contract with Community Health Workers to help stop the spread of COVID-19 in communities around the County identified as having high rates of COVID-19.

**Business Overview and Background:** In response to the COVID-19 Pandemic and the effects on underserved communities, the SLCoHD wishes to contract with Community Health Workers (CHW) to provide COVID-19 education and testing opportunities, and other resources to assist residents in protecting themselves from COVID-19. CHWs under this contract will also be required to assist the SLCoHD Infectious Disease Bureau with contact tracing efforts for residents with language or other barriers, within the communities they serve. Training will be provided.

**Objectives:** The objectives of this project are as follows:

1. Link community members to available COVID-19 resources
2. Use established contacts to disseminate information about how to stop the spread of COVID-19
3. Complete survey to evaluate the usefulness to the community of contacts made by CHWs

**Requirements:** Organizations/Individuals who apply must have Community Health Workers on staff or if an individual, must be a Community Health Worker. Community Health Workers are dedicated individuals who function along a continuum ranging from individual and community development to service delivery and promoting community empowerment and social justice. They often help link people to needed health care information and services, which will be a primary focus of the work being done under this RFA. Key requirements for a CHW under this RFA:

- Must be culturally and linguistically competent in order to identify socially and culturally based needs
- Lives or works in the community
- Has established connections with community leaders
- Has established connections with community resources, i.e., healthcare, social, cultural
- Speaks the language of the community being served
- Speaks English

**Pricing Template:** SLCoHD will pay contracted Community Health Workers/Organizations up to \$26 an hour for work completed in the community on behalf of the SLCoHD.

**Application Release Date:** June 9, 2020

**Application Due Date:** Applications will be accepted until the Health Department determines that they have reached the capacity required to reach members of the communities. The need for Community Health Workers is urgent and expedient application submission is requested.

**Contact:** Dorothy Adams, 385-468-4119 or Michelle McGaughey 385-468-4123

**Prequalification Questionnaire:** Community Health Workers (CHW) have an established level of trust within ethnic communities of Salt Lake County; these organizations are known in their communities and are mindful of available resources. Please provide the following information requested on the attached form.

1. Organization Name & Contact Information
2. Ethnic Communities served
3. Languages spoken
4. Zip codes served
5. Number of Community Health Workers on Staff
6. References for work done in the communities served
7. Summary of how your organization (or you, if individual) will help the SLCoHD meet the goal of decreasing the spread of COVID-19 in hot spots by utilizing your expertise & relations to increase participation in testing, increase understanding of how to successfully isolate/quarantine, and link impacted people to resources.