

**PROWERS COUNTY, COLORADO BOARD OF COMMISSIONERS
TUESDAY, MAY 12, 2026**

**COMMISSIONERS' BOARD ROOM, 2nd FLOOR OF COURTHOUSE
301 S. MAIN STREET, LAMAR, CO 81052**

WORK SESSION

- 9:00 a.m. Paula Gonzales, Finance Director/Budget Officer
- Update
- Cert. Check # correction
- 9:15 a.m. Faron Williams, County Maintenance Director
- Updates
- 9:30 a.m. Andy Wyatt, County Assessor
- Updates
- 10:00 a.m. Todd Marriott, Area 12 Wildlife Manager
- Lesser Prairie Chicken / Landowners
- 10:30 a.m. Jack Goble, General Manager, Lower Arkansas Valley Water Conservancy District and Leroy Mauch, Vice-Chairman, LAVWCD Board of Directors
- Update
- 11:00 a.m. BOCC
- Updates
- Inmate Catastrophic Medical Program

MEETING AGENDA

- 1:00 p.m. Invocation
- Pledge of Allegiance
- Call Meeting to Order
- Roll Call

CONSENT AGENDA ACTION ITEMS:

1. Consider Approval of Adoption of Agenda
2. Consider approval of Payment of Bills Presented and of Voiding Checks, if any for all County Funds and DHS Funds which include WHC and H3C Funds
3. Consider Approval of April 28, 2026 Meeting Minutes

PUBLIC APPEARANCES

Anyone wishing to address the BOCC may do so at the discretion of the Board and subject to a three-minute limitation.

UPDATES

Boards and Committees

Commissioner's updates

Don Wilson, County Administrator

County Administrator update

Rose Pugliese, Esq.

County Attorney update

PREVIOUSLY TABLED ACTION ITEMS:

1. None

ACTION ITEMS:

1. Consider approval of Colorado Department Public Health and Environment Child Fatality Scope of Work total budget amount \$4,500.00 and authorizing Public Health Director, Meagan Hillman to execute the SOW.
2. Consider approval of grant award in the amount of \$30,000 from the Buell Foundation for general operating support of Welcome Home Child and Family Development Center and authorizing BOCC Chairman, Roger Stagner and Department of Human Services Director, Lanie Meyers-Mireles, to execute the agreement electronically.
3. Consider ratifying 4/20/2026 approval of payment of bills presented for County General Fund in the amount of \$191,160.32 with a certification date of 4/21/2026.
4. Consider ratifying 5/4/2026 modified approval for payment of bills presented for County General Fund in the amount of \$124,873.57 with a certification date of 5/5/2026 containing corrected check numbers beginning with check number 78224 and ending check number of 78274.

5. Consider approval of Letter of Authorization allowing the Sand & Sage Fair Board to host a beer garden on the Prowers County Fairgrounds during the 2026 Sand & Sage Fair event.
6. Consider ratifying 5-5-2026 email poll approval of a letter sent to James Spiers, CDBG Program Manager Colorado DOLA, requesting a Grant Extension for A & B Water Association due to a needed environmental review process and design.
7. Consider approval of Memorandum of Agreement between Prowers County Public Health and Environment and Eads School District for school health/nursing services, total cost of services in the amount of \$15,595.30 for August 1, 2026 – May 31, 2027 and authorizing Public Health Director, Meagan Hillman to execute the MOA.
8. Consider approval of a letter of request sent to Amy White-Tanabe, Department of Local Affairs for a DOLA Planning Grant in the amount of \$25,000 which is a 1:1 local match of funds for Facilities Construction Planning.
9. Consider approval of a letter of request sent to Amy White-Tanabe, Department of Local Affairs for DOLA Planning Grant in the amount of \$25,000 which is a 1:1 local match of funds for A.I. Program Planning.
10. Consider approval to set a public hearing for the Resolution Adopting a Temporary Moratorium upon the application, acceptance, processing, and/or approval of any request to Prowers County for a permit, license, and/or for any other Prowers County authorization of any nature related to or in any way connected with the establishment and/or operation of an enterprise or business that proposes to sell or dispense or that sells or dispenses psychedelic mushrooms and three (3) plant based psychedelic substances-Dimethyltryptamine, Ibogaine, and Mescaline, pursuant to Article 18, Section 14 of the Colorado Constitution.
11. Consider approval of Intergovernmental Agreement Modification Amendment #3, Contract # CT QAAA 2025-XXXX A3 to original Contract #25 QAAA 190688 and authorizing Public Health & Environment Director, Meagan Hillman to execute the Contract electronically.

DISCUSSION:

- 1041 Policy Update
- Tree Fence Discussion
- Water Policy Updates
- SB26-157

EXECUTIVE SESSION (3:00 p.m.)

- Executive Session pursuant to C.R.S. §24-6-402(4)(b) Conference with the attorney for the purposes of receiving legal advice on specific legal questions related to potential litigation matters.

- Executive Session pursuant to C.R.S. §24-6-402(4)(b) Conference with the attorney for the purposes of receiving legal advice on specific legal questions.

ADJOURN

NOTE: This Agenda is provided for informational purposes only. Action may be taken on any or all of the items. All times are approximate. If any given item is finished earlier than anticipated, the Commissioners may move on to the next item. The only exceptions are public hearings on items which have had published notices of a specific hearing time; those items will not begin until the specific time or after.

If you need assistance in participating in this meeting due to a disability as defined under the Americans with Disabilities Act, please call 719-336-8030 at least three days prior to the scheduled meeting to request an accommodation.

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 5.12.2026

Submitter: Meagan Hillman, PCPHE Director

Submitted to the County Administration Office on:4.30.26

Return Originals to: Meagan Hillman, PCPHE

Number of originals to return to Submitter:1

Contract Due Date: effective date: 7.1.26

Item Title/Recommended Board Action: Consider approval of Colorado Department Public Health and Environment Child Fatality Scope of Work total budget amount \$4,500.00 and authorizing Public Health Director, Meagan Hillman to execute the SOW.

Justification or Background: No contract due to amount less than \$5,000

Fiscal Impact: This item is budgeted in the following account code: _____

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on: 4-30-2026

Additional Approvals (if required):

PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO COUNTY ADMINISTRATION.

THANK YOU!

STATEMENT OF WORK

I. Entity Name: Prowers County Public Health

II. Project Description:

This project advances the Child Fatality Prevention Act (Article 20.5 of Title 25, Colorado Revised Statutes), a statewide, multi-agency effort to prevent child deaths. Pursuant to C.R.S. § 25-20.5-404-405, local public health agencies, or agencies designated by local public health agencies, must establish and coordinate multidisciplinary, local child fatality prevention review teams (local teams). These teams systematically examine child deaths to better understand how and why they occur. Using a public health approach, the review process identifies trends and patterns, recommends actions, and implements strategies that can reduce the risk of future fatalities. This work benefits Colorado by helping communities understand the causes of child deaths, identifying effective prevention services, uncovering service gaps, and recommending changes to laws, policies, and systems that promote safe and healthy development for all children.

This initiative uses evidence-based strategies, community partnerships, and systems-level change to prevent child fatalities, address gaps in health and well-being, and create stronger, healthier futures for Colorado's children and families.

III. Definitions:

1. **CDPHE** – Colorado Department of Public Health and Environment
 2. **CHAPS** – Colorado Health Assessment and Planning System
 3. **CFPS** – Child Fatality Prevention System
 4. **CRS** – Case Reporting System
 5. **CYSHCN** – Children and Youth with Special Health Care Needs
 6. **MOVEit**– software used for secure file transfer of death/birth certificates
 7. **SUID** – Sudden Unexpected Infant Death
-

IV. Work Plan

Goal #1: To cultivate an environment where all individuals, families, and communities can thrive.

Objective #1: No later than the expiration date of this contract, improve a comprehensive understanding of the circumstances of individual child deaths in Colorado and support equitable strategies at the individual, community, and societal levels to prevent future deaths.

Primary Activity #1: The Contractor shall conduct individual, case-specific, multidisciplinary reviews of all child fatalities assigned to the local team based on coroner jurisdiction.

Sub-Activity #1:

1. The Contractor shall access the Death Certificate via the MOVEit website on a weekly basis to obtain death certificates for each child fatality case assigned to the local team.
2. The Contractor shall obtain case records from the coroner's office, law enforcement agencies, county department of human services, hospitals, and other agencies for each child fatality assigned to the local team.
3. The Contractor shall abstract critical data from case records and enter the data into the National Center for Fatality Review and Prevention's CRS for each child fatality assigned to the local team.
4. The Contractor shall develop case summaries for the purpose of completing the "Narrative" section of the National Center for Fatality Review and Prevention's CRS for each child fatality assigned to the local team.
5. The Contractor shall facilitate local team meetings with multidisciplinary local team members to conduct individual, case-specific reviews of child fatalities for the purpose of discussing and identifying equitable prevention recommendations in the "List any recommendations and/or initiatives that could be implemented to prevent deaths from similar causes or circumstances in the future" section of the National Center for Fatality Review and Prevention's CRS.
6. No later than two (2) months after reviewing a child fatality, the Contractor shall complete data entry for all sections of the National Center for Fatality Review and Prevention's CRS, including "Data entry completed for this case".

Primary Activity #2: The Contractor shall promote evidence-based injury and violence prevention strategies that advance health equity.

Sub-Activity #2:

1. The Contractor shall apply a public health approach to identify trends and patterns of child fatalities using state and local team data reports.
2. The Contractor shall identify structural inequities that lead to systemic, avoidable, and unjust health disparities for certain groups of children.
3. The Contractor shall apply a public health approach to identify equitable prevention strategies to implement at the local level.
4. The Contractor shall apply a public health approach to identify equitable systems improvements to implement at the local level.
5. The Contractor shall implement evidence-based, equitable child fatality prevention strategies at the local level.
6. The Contractor shall implement evidence-based, equitable system improvements at the local level.
7. The Contractor shall vote on state-level prevention recommendations for the CFPS annual legislative report.

Primary Activity #3: The Contractor shall participate in training opportunities.

Sub-Activity #3:

1. The Contractor shall attend CDPHE-approved local team trainings.
2. The Contractor shall attend CDPHE-approved web-based trainings.

Primary Activity #4: The Contractor shall evaluate the Colorado CFPS.

Sub-Activity #4:

1. The Contractor shall complete the CFPS Local Team Survey.
-

Standards and Requirements

1. The content of electronic documents located on CDPHE and non-CDPHE websites and information contained on CDPHE and non-CDPHE websites may be updated periodically during the contract term. The contractor shall monitor documents and website content for updates and comply with all updates.

Legal & Review Compliance:

2. The Contractor shall comply with the Child Fatality Prevention Act C.R.S. 25-20.5-404-409. This document is incorporated and made part of this contract by reference and is available on the following website <https://drive.google.com/file/d/1LNR0Msg6-XqbqH9aUXIUddu63oBGVjwn/view?usp=sharing>
3. Reviewable child fatalities include but are limited to, one or more of the following causes: child maltreatment (abuse and neglect), drowning/water related, fire, homicide, motor vehicle incidents, sudden unexpected infant death (SUID), suicide, undetermined causes, and unintentional injury.

Process Protocol Adherence (CFPS Operations Manual):

4. The Contractor shall adhere to processes and policies outlined in the Colorado Child Fatality Prevention System (CFPS) An Introduction to the System to conduct individual, case-specific review of fatality data.
5. The Contractor shall adhere to processes and policies outlined in the Colorado Child Fatality Prevention System (CFPS) An Introduction to the System to enter information regarding the child fatality into the National Center for Fatality Review and Prevention's CRS.
6. The Contractor shall adhere to processes and policies outlined in the Colorado Child Fatality Prevention System (CFPS) An Introduction to the System to identify equitable prevention recommendations.
7. The Colorado Child Fatality Prevention System (CFPS) An Introduction to the System is incorporated and made part of this contract by reference and is available on the following website <https://drive.google.com/file/d/1Oa2gQM6YHDiHxJDo7ObsRxt5xfB0Mkz9/view?usp=sharing>

Data Systems & Access:

8. CDPHE will provide the local team coordinator login credentials to the National Center for Fatality Review and Prevention's CRS. This website content is incorporated and made part of this contract by reference and is accessible at <https://data.ncfrp.org/Account/Login?ReturnUrl=%2FSectionTINC%2FEdit%2F395632>
9. CDPHE will provide the local team coordinator login credentials to the MOVEit website.
10. CDPHE will send death certificates to the Contractor for deaths assigned to their county that require a review. Death certificates will be deposited into the Contractor's assigned MOVEit folder on a weekly basis. This website content is incorporated and made part of this contract by reference and is accessible at <https://oitftapp01.state.co.us/>

11. The Contractor is able to access analyzed and aggregated child fatality data online via the CFPS Data Dashboard. This information is incorporated and made part of this contract by reference and is accessible at <https://cdphe.colorado.gov/prevention-and-wellness/maternal-and-child-health/child-fatality-prevention-system>
12. The Contractor may submit individualized data requests to the CFPS State Support team. This information is incorporated and made part of this contract by reference and is accessible via the following email address cdphe_prevent_childfatality@state.co.us

Data Usage & Prevention Strategy:

13. The Contractor shall use state/local team data to guide analyzed, aggregated child fatality data to the Contractor in the following ways: Local team data reports.
14. The Contractor shall provide information on local level prevention strategies and system improvements.
15. CDPHE will provide resources for evidence-based, equitable injury and violence prevention strategies via the ‘*Resources for LPHA Child Fatality Review Teams*’ on the CFPS website. This information is incorporated and made part of this contract by reference and is accessible at <https://cdphe.colorado.gov/prevention-and-wellness/maternal-and-child-health/child-fatality-prevention-system>
16. The Contractor shall use information from the CFPS website on acceptable and approved uses of funding for child fatality, injury, and violence prevention strategies when implementing local prevention strategies. This information is incorporated and made part of this contract by reference and is accessible at <http://www.cochildfatalityprevention.com/>

Monitoring & Support:

17. CDPHE will conduct quality assurance checks on the data entered into the National Center for Fatality Review and Prevention's CRS for child fatalities reviewed by the Contractor.
18. The Contractor shall request technical assistance and training from the CFPS State Support Team at CDPHE by emailing the appropriate CFPS State Support Team member.
19. CDPHE will provide the Contractor with training opportunities.
20. CDPHE will support Contractor state-level meetings to discuss and vote on prevention recommendations for the annual CFPS legislative report.

Expected Results of Activity(s)

1. Improved understanding of child fatality data in Colorado including circumstances, risk and protective factors, trends, inequities, and patterns surrounding child deaths.
2. Identification of evidence-based, equitable prevention recommendations to prevent future child fatalities from occurring in Colorado.
3. Implemented and evaluated equitable child fatality prevention strategies at the state and local levels.

Measurement of Expected Results

1. Sections A-O of the National Center for Fatality Review and Prevention’s CRS will be completed for 100% of child fatalities that occurred in Colorado and meets CFPS’ review criteria within the local team’s jurisdiction.
2. Increased number of equitable prevention strategies implemented at the state and local levels as documented in the CFPS annual report, the CFPS Local Team Survey, and through prevention stories.

Deliverables

Description	Completion Date
1. The Contractor shall submit all information resulting from child fatality case reviews into the National Center for Fatality Review and Prevention’s CRS for each child fatality case assigned by the CFPS State Support Team at CDPHE.	No later than 11/30, annually
2. The Contractor shall submit the CDPHE-approved annual progress report to the CFPS State Support Team at CDPHE, which is reflective of the previous contract period.	No later than 8/15, annually
3. The Contractor shall submit the online CFPS Local Team Survey administered by the CFPS State Support Team at CDPHE.	No later than 6/30, annually

V. Budget

CFPS	
Quarter	Total Payment
July 1 through September 30 to be paid after September 30	\$ 1,125
October 1 through December 31 to be paid after December 31	\$ 1,125
January 1 through March 31 to be paid after March 31	\$ 1,125
April 1 through June 30 to be paid after June 30	\$ 1,125
Total	\$ 4,500.00

VI. Additional Provisions:

The following terms and conditions are in addition to the standard purchase order terms and conditions and are to be read and interpreted in conjunction with the provisions of the purchase order. Wherever used in the following provisions, "Contractor" and "Vendor" shall have the same meaning. Contractor and/or Vendor – any party to which a Purchase Order is issued.

A. Additional Provisions – Invoicing

To receive compensation under this Contract, the Contractor shall submit an annual electronic progress report as stipulated in Deliverable Number Two (2) of the Statement of Work. This progress report shall document the Contractor's progress toward completion of the activities in accordance with the Statement of Work. Payment under this Contract shall be made to the Contractor by the State in four (4) payments in accordance with the budget included in this Contract. The final payment shall be made only after CFPS staff have reviewed and approved the progress report submitted by the Contractor for the fourth quarter.

The Contractor shall not use federal funds to satisfy federal cost sharing and matching requirements unless approved in writing by the appropriate federal agency.

Entire Agreement

These Provisions together with the Purchase Order constitute the entire agreement between the parties, and supersedes all prior proposals, agreements or other communications between the parties.

VII. Monitoring:

CDPHE's monitoring of the purchase order for compliance with performance requirements will be conducted throughout the purchase order period by the Child Fatality Prevention System State Support Team and the Maternal Child Health Contract Manager and Administrative Liaison, as is relevant. Methods used will include: review of documentation determined by CDPHE to be reflective of performance to include progress reports, data entered into the National Center for Fatality Review and Prevention's CRS, and other fiscal and programmatic documentation as applicable. The Contractor's performance will be evaluated at set intervals and communicated to the Contractor.

VIII. Resolution of Non-Compliance:

The Contractor will be notified in writing within **15** calendar days of discovery of a compliance issue. Within **30** calendar days of discovery, the Contractor and the State will collaborate, when appropriate, to determine the action(s) necessary to rectify the compliance issue and determine when the action(s) must be completed. The action(s) and time line for completion will be documented in writing and agreed to by both parties. If extenuating circumstances arise that requires an extension to the time line, the Contractor must email a request to the Child Fatality Prevention System Program Manager and the Maternal Child Health Contract Manager and Administrative Liaison, as is relevant, and receive approval for a new due date. The State will oversee the completion and/or implementation of the action(s) to ensure time lines are met and the issue(s) is resolved. If the Contractor demonstrates

inaction or disregard for the agreed upon compliance resolution plan, the State may exercise its rights under the provisions of this Purchase Order.

IX. Attestation

The Contractor agrees to perform services in accordance with the terms and conditions of the Statement of Work and Budget.

Contractor Name (Print) and Title

Contractor Signature

Date

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: May 12, 2026

Submitter: Department of Human Services

Submitted to the County Administration Office on: April 30, 2026

Return Originals to: Department of Human Services

Number of originals to return to Submitter: 1

Contract Due Date: ASAP

Item Title/Recommended Board Action:

“Consider approval of grant award in the amount of \$30,000 from the Buell Foundation for general operating support of Welcome Home Child and Family Development Center and authorizing BOCC Chairman, Roger Stagner and Department of Human Services Director, Lanie Meyers-Mireles, to execute the agreement electronically.”

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: _____ Other:

Approved by the County Attorney on: 4-30-2026

Additional Approvals (if required):

PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO COUNTY ADMINISTRATION.

THANK YOU!



950 S. Cherry St., Suite 1500
Denver, CO 80246
(303) 744-1688
www.buellfoundation.org

April 27, 2026

Lanie Meyers-Mireles, Executive Director
Prowers County Department of Human Services
PO Box 1157
Lamar, Colorado 81052

Re: Grant # 8771

Dear Ms. Meyers-Mireles:

The Trustees of the Temple Hoyne Buell Foundation are pleased to inform Prowers County Department of Human Services that a grant has been approved in the amount of \$30,000 for general operating support of Welcome Home Child and Family Development Center. Please reference the grant number in any correspondence related to this grant.

This grant has been approved based upon the following terms and conditions:

- 1. Tax Exempt Status:** The organization is a nonprofit recognized by the Internal Revenue Service as a public charity as described in Sections 501(c)(3) and 509(a)(1), 509(a)(2), or 509(a)(3) – Type I, Type II or functionally integrated Type III of the IRS Code of 1986 as amended (the “Code”), or a governmental agency organized under the laws of the State of Colorado.
- 2. Expenditure of Funds:** This grant, and any income earned upon investment of grant funds, is made for the charitable purposes outlined above and may not be expended for any other purpose without this Foundation’s prior written approval. The grant period is May 1, 2026 through April 30, 2027. Any unexpended funds, or funds used for purposes other than those allowed by this agreement, must be returned to the Foundation upon written notice. No Buell Foundation funds may be used for lobbying purposes.
- 3. Records and Reports:** You are required to keep financial records with respect to this grant and to provide this Foundation with a written report summarizing the use of all grant funds after funds have been expended, due no later than May 31, 2027, and other reports as we may reasonably require. *No new requests will be funded until a satisfactory report has been received.* All records shall be retained for at least four years following the year in which all grant funds are fully expended.
- 4. Required Notification:** You are required to provide this Foundation with *immediate written notification* of (a) any change in your organization’s tax-exempt status, (b) any inquiry or audit by the Internal Revenue Service, (c) your inability to expend the grant for the purposes described in this letter, or (d) any expenditure from this grant made for any purposes other than those for which the grant was intended. Additionally, you must submit a written request to us *in advance* if the funds cannot be expended within the stated grant period.
- 5. Reasonable Access:** You will permit this Foundation and its representatives reasonable access to your files, records, accounts, and personnel for purposes of making such financial audits, verifications, or program evaluations as this Foundation deems necessary or appropriate concerning this grant award.

Welcome Home Child and Family Development Center
Grant #8771
Page 2

6. **Condition of Grant:** This grant is conditioned upon your acceptance of the terms set forth above, and this Foundation reserves the right to discontinue, modify, or withhold any payment under this grant award, or to request a refund of any grant funds, if it reasonably determines that your organization has not fully complied with the terms and conditions of this grant.

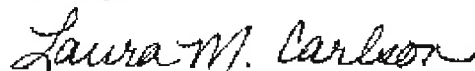
7. **Publicity:** This Foundation may include information concerning this grant, including the amount and purpose of the grant and any related materials (including your logo and trademark and other information about your organization and its activities) in the Foundation's periodic public reports, newspapers, and news releases. You will obtain the Foundation's approval, which shall not be unreasonably withheld, concerning the text of any proposed publicity concerning this grant prior to its release.

8. **Representations:** Your representations contained in this letter are true and may be relied upon by the Foundation. You will immediately notify the Foundation in writing if you fail to comply with any provision of this letter or if any of your representations are no longer true.

If the conditions of this grant meet with your approval, please sign and return this letter **with electronic authorized signatures** within 14 days after its receipt. Payment will be issued within three weeks of our receipt of the signed agreement and following the schedule of conditions (if any) outlined above.

Congratulations on this recognition of your important efforts. We look forward to working with you during the coming year.

Sincerely,



Laura Carlson
Vice President of Programs

AGREED AND ACCEPTED BY THE UNDERSIGNED AUTHORIZED SIGNATORIES
(all signatures below are required):

x _____
Signature, Officer of the Board
Prowers County Board of Commissioners
Printed Name: _____
Title: _____
Date: _____

x _____
Signature, Executive Director
Prowers County Department of Human Services
Printed Name: Lanie Meyers-Mireles
Title: Director Department of Human Services
Date: _____



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Paula Gonzales

Submitted to the County Administration Office on: 05/01/2026

Return Originals to: Paula Gonzales

Number of originals to return to Submitter:

Contract Due Date:

Item Title/Recommended Board Action:

Consider ratifying 4/20/2026 approval of payment of bills presented for County General Fund in the amount of \$191,160.32 with a certification date of 4/21/2026

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Admin Office Internal Use

County Approvals (as needed):

Attorney _____

Finance _____

Clerk _____

HR _____

PROWERS COUNTY APPROVE TO PAY

APPROVE PAYMENTS AS HEREIN SET FORTH. CHECK NUMBERS AS LISTED BELOW ARE ALL INCLUSIVE, ARE SET OPPOSITE THEIR NAMES, AND TOTALING THE SUM OF: \$191,160.32 DRAWN ON COUNTY GENERAL FUNDS. DATED AS OF: **April 21, 2026**

	A/P	#	PAYROLL	FRINGES
COUNTY GENERAL FUND	\$	121,076.62	-	-
ARPA FUND	\$	-	-	-
FSA ACCOUNT	\$	-	-	-
BOOKING FEES ACCOUNT	\$	-	-	-
PUBLIC HEALTH AGENCY	\$	39,260.07	-	-
ROAD & BRIDGE FUND	\$	16,831.81	-	-
SALES & USE TAX FUND	\$	-	-	-
CONSERVATION TRUST FUND	\$	843.90	-	-
CAPITAL FUND	\$	-	-	-
OTHER AGENCIES FUND	\$	-	-	-
LODGING TAX FUND	\$	-	-	-
CRMC FUND	\$	8,503.99	-	-
OPC FUND	\$	4,643.93	-	-
Totals	\$	191,160.32	\$	\$

DATE: April 21, 2026

Rosemary

BOCC CHAIRMAN

DATE: April 21, 2026

[Signature]

COMMISSIONER

DATE: April 21, 2026

[Signature]

COMMISSIONER

DATE: April 21, 2026

[Signature]

CLERK TO THE BOARD

Total Paid Approve To Pay	\$	191,160.32
AP + Fringes	\$	191,160.32
Total Pd Certification - Payroll	\$	191,160.32
Total Payroll + Fringes	\$	-

Ending Check No. 78161
 Beginning Check No. 78105
1
 Total Number of Checks: 57

STATE OF COLORADO }
 } SS:
 COUNTY OF PROWERS }
[Signature]
 Prowers County Treasurer's Office

PROWERS COUNTY TREASURER CERTIFICATION

April 21, 2026

COUNTY GENERAL FUND - 01
78105-78161

0010

Void Ck # 78128 - Printing Error

	\$	121,076.62	
	\$	-	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 121,076.62

ARPA

0018

			Total \$ -
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ROAD & BRIDGE FUND - 02

0020

	\$	16,831.81	
Payroll	\$	-	
Fringes	\$	-	Total \$ 16,831.81

FSA (Cafeteria) 552

0552

	\$	-	
	\$	-	Total \$ -

Sheriff's Booking Fees

0675

	\$	-	
	\$	-	Total \$ -

SALES & USE TAX FUND - 03

0900

	\$	-	
	\$	-	Total \$ -

CONSERVATION TRUST FUND - 06

0130

	\$	843.90	
	\$	-	Total \$ 843.90

CAPITAL FUND - 07

0100

	\$	-	
	\$	-	Total \$ -

OTHER AGENCIES FUND- 08

	\$	-	
	\$	-	Total \$ -

LODGING TAX - 09

0014

	\$	-	
	\$	-	Total \$ -

PUBLIC HEALTH AGENCY - 11

0676

	\$	39,260.07	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 39,260.07

CRMC

0016

	\$	8,503.99	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 8,503.99

OPC

0017

	\$	4,643.93	
Payroll	\$	-	
Total Fringes	\$	-	Total \$ 4,643.93



Paula Gonzales, Finance Director

GRAND TOTAL \$ 191,160.32



Prowers County, CO

Check Register

Packet: APPKT00264 - AP 4/21/2026

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Fund Op-General Fund Operating Account						
ACA2	A Cut Above Pest Control LLC	04/21/2026	Regular	0.00	228.00	78105
ATS1	Ace Tire Service LLC	04/21/2026	Regular	0.00	9,273.90	78106
AMAZON	Amazon Capital Services	04/21/2026	Regular	0.00	650.59	78107
AQUACHEM	Aqua-Chem, Inc.	04/21/2026	Regular	0.00	575.00	78108
AVA1	Ark Valley Auto Service	04/21/2026	Regular	0.00	1,369.10	78109
BWS1	Bristol Water & Sanitation District	04/21/2026	Regular	0.00	55.00	78110
BULLER	Buller Bookkeeping	04/21/2026	Regular	0.00	714.25	78111
CINTASCORP	CINTAS CORPORATION NO. 2	04/21/2026	Regular	0.00	749.22	78112
LAM3	City of Lamar	04/21/2026	Regular	0.00	85,994.00	78113
LAM1	City of Lamar	04/21/2026	Regular	0.00	1,059.13	78114
LEF1	City of Lamar	04/21/2026	Regular	0.00	399.76	78115
CAA3	Colorado Assessors Association/CAA	04/21/2026	Regular	0.00	800.00	78116
DEL1	Coloradoland Tire & Service	04/21/2026	Regular	0.00	237.24	78117
VEN01113	COMMITTEE FOR CHILDREN	04/21/2026	Regular	0.00	2,608.00	78118
CSU4	CSU Extension - Lamar	04/21/2026	Regular	0.00	1,500.00	78119
CURE	CureMD.com	04/21/2026	Regular	0.00	656.00	78120
DEL2	DeLoach's Water Conditioning Inc.	04/21/2026	Regular	0.00	248.25	78121
ELE1	Electra Pro LLC	04/21/2026	Regular	0.00	196.41	78122
EvoGov	EvoGov, Inc.	04/21/2026	Regular	0.00	199.00	78123
FDFS	FIRST DUE FIRE & SAFETY	04/21/2026	Regular	0.00	2,080.07	78124
VEN01126	Four Twenty-Four Impact LLC	04/21/2026	Regular	0.00	1,500.00	78125
SKB1	Glaxosmithkline Pharmaceuticals	04/21/2026	Regular	0.00	438.48	78126
GNB1	GNBank	04/21/2026	Regular	0.00	18,725.72	78127
	Void	04/21/2026	Regular	0.00	0.00	78128
GOB1	Gobin's	04/21/2026	Regular	0.00	649.35	78129
GOBINS	Gobin's Inc.	04/21/2026	Regular	0.00	1,232.71	78130
GSD1	Granada School District RE-1	04/21/2026	Regular	0.00	10,177.75	78131
TRUJ1	Jacelynn Trujillo	04/21/2026	Regular	0.00	293.38	78132
COJ1	Jana Coen	04/21/2026	Regular	0.00	319.00	78133
MEDINAJ	JUDY MEDINA	04/21/2026	Regular	0.00	1,010.00	78134
FREQUEZK	KIRA FRESQUEZ	04/21/2026	Regular	0.00	250.00	78135
LAP1	Lamar Auto Parts	04/21/2026	Regular	0.00	114.91	78136
LANGUAGE	Language Line Services	04/21/2026	Regular	0.00	104.14	78137
VEN01127	LITTLE CAESAR'S PIZZA	04/21/2026	Regular	0.00	38.95	78138
Chavez-Verduzco	Mandy Chavez-Verduzco	04/21/2026	Regular	0.00	417.00	78139
MSD1	Merck Sharp & Dohme Corp	04/21/2026	Regular	0.00	5,108.11	78140
Mirage	Mirage Technologies	04/21/2026	Regular	0.00	3,922.61	78141
WALMARTBUSINESS	MULTI SERVICE TECHNOLOGY SOLUT	04/21/2026	Regular	0.00	183.55	78142
VEN00932	NBC STORAGE	04/21/2026	Regular	0.00	50.00	78143
OAP1	O'Reilly Automotive Parts	04/21/2026	Regular	0.00	459.92	78144
GRAHAM	Phillip Graham	04/21/2026	Regular	0.00	5,596.22	78145
PITSTOPLLC	PIT STOP, LLC	04/21/2026	Regular	0.00	344.93	78146
PLAINS	Plains Disposal, LLC	04/21/2026	Regular	0.00	160.00	78147
PRINTED	Printed Imagination LLC	04/21/2026	Regular	0.00	8,000.00	78148
PRC1	Prowers County	04/21/2026	Regular	0.00	5,652.09	78149
PCN1	Prowers County Public Health	04/21/2026	Regular	0.00	5,999.50	78150
RBC1	Rebeltec	04/21/2026	Regular	0.00	99.95	78151
MRS1	Shred America	04/21/2026	Regular	0.00	1,213.11	78152
SECPA	Southeast Colorado Power Associati	04/21/2026	Regular	0.00	843.90	78153
STD1-DPA	State of Colorado	04/21/2026	Regular	0.00	1,475.37	78154
SYMM1	Symmetry Energy Solutions	04/21/2026	Regular	0.00	1,188.27	78155
VER1	Verizon Wireless	04/21/2026	Regular	0.00	117.98	78156
VIA1	Viaero Wireless	04/21/2026	Regular	0.00	385.14	78157
WAG1	Wagner Equipment Co	04/21/2026	Regular	0.00	3,098.43	78158

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WAL1	Wallace Gas & Oil Inc	04/21/2026	Regular	0.00	259.93	78159
WRE1	WEX BANK	04/21/2026	Regular	0.00	1,212.00	78160
VEN01125	Weylin Lucius	04/21/2026	Regular	0.00	925.00	78161

Bank Code General Fund Op Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	153	56	0.00	191,160.32
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	153	57	0.00	191,160.32

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	4/2026	191,160.32
			<u>191,160.32</u>



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Paula Gonzales

Submitted to the County Administration Office on: 5/1/206

Return Originals to: Paula Gonzales

Number of originals to return to Submitter:

Contract Due Date:

Item Title/Recommended Board Action:

Consider ratifying 5/4/2026 modified approval for payment of bills presented for County General Fund in the amount of \$124,873.57 with a certification date of 5/5/2026 containing corrected check numbers beginning with check number 78224 and ending check number of 78274.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Admin Office Internal Use	
County Approvals (as needed):	
Attorney	_____
Finance	_____
Clerk	_____
HR	_____

PROWERS COUNTY APPROVE TO PAY

APPROVE PAYMENTS AS HEREIN SET FORTH. CHECK NUMBERS AS LISTED BELOW ARE ALL INCLUSIVE, ARE SET OPPOSITE THEIR NAMES, AND TOTALING THE SUM OF: \$124,873.57 DRAWN ON COUNTY GENERAL FUNDS. DATED AS OF: **May 5, 2026**

	A/P	#	PAYROLL	FRINGES
COUNTY GENERAL FUND	\$	66,449.34	-	-
ARPA FUND	\$	5,000.00	-	-
FSA ACCOUNT	\$	-	-	-
BOOKING FEES ACCOUNT	\$	-	-	-
PUBLIC HEALTH AGENCY	\$	32,832.17	-	-
ROAD & BRIDGE FUND	\$	17,548.74	-	-
SALES & USE TAX FUND	\$	-	-	-
CONSERVATION TRUST FUND	\$	-	-	-
CAPITAL FUND	\$	-	-	-
OTHER AGENCIES FUND	\$	-	-	-
LODGING TAX FUND	\$	-	-	-
CRMC FUND	\$	1,477.89	-	-
OPC FUND	\$	1,565.43	-	-
Totals	\$	124,873.57	\$	\$

DATE: May 5, 2026	BOCC CHAIRMAN
DATE: May 5, 2026	COMMISSIONER
DATE: May 5, 2026	COMMISSIONER
DATE: May 5, 2026	CLERK TO THE BOARD

Total Paid Approve To Pay	\$	124,873.57
AP + Fringes	\$	124,873.57
Total Pd Certification - Payroll	\$	124,873.57
Total Payroll + Fringes	\$	-

Ending Check No.	78274	
Beginning Check No.	78224	
	1	
Total Number of Checks:	51	

STATE OF COLORADO }
 } SS:
 COUNTY OF PROWERS }

Prowers County Treasurer's Office

PROWERS COUNTY TREASURER CERTIFICATION

May 5, 2026

COUNTY GENERAL FUND - 01
78224-78274

0010

	\$	66,449.34		
Payroll	\$	-		
Total Fringes	\$	-	Total	\$ 66,449.34

ARPA

0018

	\$	5,000.00		
			Total	\$ 5,000.00

ROAD & BRIDGE FUND - 02

0020

	\$	17,548.74		
Payroll	\$	-		
Fringes	\$	-	Total	\$ 17,548.74

FSA (Cafeteria) 552

0552

	\$	-		
	\$	-	Total	\$ -

Sheriff's Booking Fees

0675

	\$	-		
			Total	\$ -

SALES & USE TAX FUND - 03

0900

	\$	-		
			Total	\$ -

CONSERVATION TRUST FUND - 06

0130

	\$	-		
	\$	-	Total	\$ -

CAPITAL FUND - 07

0100

	\$	-		
	\$	-	Total	\$ -

OTHER AGENCIES FUND- 08

	\$	-
	\$	-

Total \$ -

LODGING TAX - 09

0014

	\$	-		
	\$	-	Total	\$ -

PUBLIC HEALTH AGENCY - 11

0676

	\$	32,832.17		
Payroll	\$	-		
Total Fringes	\$	-	Total	\$ 32,832.17

CRMC

0016

	\$	1,477.89		
Payroll	\$	-		
Total Fringes	\$	-	Total	\$ 1,477.89

OPC

0017

	\$	1,565.43		
Payroll	\$	-		
Total Fringes	\$	-	Total	\$ 1,565.43


Paula Gonzales, Finance Director





GRAND TOTAL \$ 124,873.57

PROWERS COUNTY APPROVE TO PAY

APPROVE PAYMENTS AS HEREIN SET FORTH. CHECK NUMBERS AS LISTED BELOW ARE ALL INCLUSIVE, ARE SET OPPOSITE THEIR NAMES, AND TOTALING THE SUM OF: \$124,873.57 DRAWN ON COUNTY GENERAL FUNDS. DATED AS OF: **May 5, 2026**

	A/P	#	PAYROLL	FRINGES
COUNTY GENERAL FUND	\$	66,449.34	-	-
ARPA FUND	\$	5,000.00	-	-
FSA ACCOUNT	\$	-	-	-
BOOKING FEES ACCOUNT	\$	-	-	-
PUBLIC HEALTH AGENCY	\$	32,832.17	-	-
ROAD & BRIDGE FUND	\$	17,548.74	-	-
SALES & USE TAX FUND	\$	-	-	-
CONSERVATION TRUST FUND	\$	-	-	-
CAPITAL FUND	\$	-	-	-
OTHER AGENCIES FUND	\$	-	-	-
LODGING TAX FUND	\$	-	-	-
CRMC FUND	\$	1,477.89	-	-
OPC FUND	\$	1,565.43	-	-
Totals	\$	124,873.57	\$	\$

DATE: May 5, 2026
 DATE: May 5, 2026
 DATE: May 5, 2026
 DATE: May 5, 2026


 BOCC CHAIRMAN

 COMMISSIONER

 COMMISSIONER

 CLERK TO THE BOARD

Total Paid Approve To Pay	\$	124,873.57
AP + Fringes	\$	124,873.57
Total Pd Certification - Payroll	\$	124,873.57
Total Payroll + Fringes	\$	-

Ending Check No. 78255
 Beginning Check No. 78224
 Total Number of Checks: 1
32

STATE OF COLORADO }
 } SS:
 COUNTY OF PROWERS }


 Prowers County Treasurer's Office

VOID
 by the office of
 ADMINISTRATIVE ASSISTANT

PROWERS COUNTY TREASURER CERTIFICATION

May 5, 2026

COUNTY GENERAL FUND - 01
78224-78255

0010

\$	66,449.34
Payroll	\$ -
Total Fringes	\$ -

Total \$ 66,449.34

ARPA

0018

\$	5,000.00

Total \$ 5,000.00

ROAD & BRIDGE FUND - 02

0020

\$	17,548.74
Payroll	\$ -
Fringes	\$ -

Total \$ 17,548.74

FSA (Cafeteria) 552

0552

\$	-
\$	-

Total \$ -

Sheriff's Booking Fees

0675

\$	-

Total \$ -

SALES & USE TAX FUND - 03

0900

\$	-

Total \$ -

CONSERVATION TRUST FUND - 06

0130

\$	-
\$	-

Total \$ -

CAPITAL FUND - 07

0100

\$	-
\$	-

Total \$ -

OTHER AGENCIES FUND- 08

\$	-
\$	-

Total \$ -

LODGING TAX - 09

0014

\$	-
\$	-

Total \$ -

PUBLIC HEALTH AGENCY - 11

0676

\$	32,832.17
Payroll	\$ -
Total Fringes	\$ -

Total \$ 32,832.17

CRMC

0016

\$	1,477.89
Payroll	\$ -
Total Fringes	\$ -

Total \$ 1,477.89

OPC

0017

\$	1,565.43
Payroll	\$ -
Total Fringes	\$ -

Total \$ 1,565.43

VOID
 by the office of
 ADMINISTRATIVE ASSISTANT

Paula Gonzales

Paula Gonzales, Finance Director

GRAND TOTAL \$ 124,873.57



Prowers County, CO

Check Register

Packet: APPKT00276 - 101.05.2026 AP 05/05/2026

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Fund Op-General Fund Operating Account						
ATS1	Ace Tire Service LLC	05/05/2026	Regular	0.00	182.00	78224
AII1	Airgas Intermountain Inc.	05/05/2026	Regular	0.00	926.44	78225
AMAZON	Amazon Capital Services	05/05/2026	Regular	0.00	759.84	78226
ARKVALL	Arkansas Valley Accumed	05/05/2026	Regular	0.00	2,914.28	78227
ATM2	Atmos Energy	05/05/2026	Regular	0.00	1,346.42	78228
ATM1	Atmos Energy	05/05/2026	Regular	0.00	493.56	78229
AXIOM	Axiom Human Resource Solutions, Ir	05/05/2026	Regular	0.00	480.26	78230
BBC1	Bob Barker Company, Inc	05/05/2026	Regular	0.00	3,984.16	78231
Canon1	Canon Financial Services	05/05/2026	Regular	0.00	996.94	78232
CET1	Century Link	05/05/2026	Regular	0.00	476.53	78233
CINTASCORP	CINTAS CORPORATION NO. 2	05/05/2026	Regular	0.00	1,715.80	78234
CDP2	Colorado Dept of Public Health & En	05/05/2026	Regular	0.00	360.00	78235
CQPEST	Country Quality Pest Control, Inc.	05/05/2026	Regular	0.00	100.00	78236
CPIG	CPI/Guardian	05/05/2026	Regular	0.00	799.62	78237
DISA	DISA	05/05/2026	Regular	0.00	47.25	78238
VEN00966	DON WILSON	05/05/2026	Regular	0.00	139.09	78239
ELE1	Electra Pro LLC	05/05/2026	Regular	0.00	143.50	78240
GOB1	Gobin's	05/05/2026	Regular	0.00	89.91	78241
GRN2	Granada SOS	05/05/2026	Regular	0.00	1,250.00	78242
THEHOME	HD Supply formerly HD Pro	05/05/2026	Regular	0.00	2,118.41	78243
HSC1	Holly Senior & Community Center	05/05/2026	Regular	0.00	1,250.00	78244
HST1	Home Store LLC	05/05/2026	Regular	0.00	22.47	78245
HST1	Home Store LLC	05/05/2026	Regular	0.00	502.88	78246
EFQ1	IntelliChoice, Inc.	05/05/2026	Regular	0.00	500.00	78247
INTER1	Interstate Billing Service, Inc. (ARKAT	05/05/2026	Regular	0.00	694.51	78248
FPLS-11112-74420-R&I	John Deere Financial	05/05/2026	Regular	0.00	2,868.24	78249
KELLPROINC	KellPro, Inc.	05/05/2026	Regular	0.00	1,403.05	78250
KUBL	KUBL Group	05/05/2026	Regular	0.00	27,600.00	78251
LSI1	Lamar Senior Citizens, Inc.	05/05/2026	Regular	0.00	1,250.00	78252
MCKESS	McKesson Medical - Surgical	05/05/2026	Regular	0.00	29,927.46	78253
MHC1	MHC Kenworth	05/05/2026	Regular	0.00	3,175.81	78254
Mirage	Mirage Technologies	05/05/2026	Regular	0.00	4,095.00	78255
WALMARTBUSINESS	MULTI SERVICE TECHNOLOGY SOLU1	05/05/2026	Regular	0.00	524.54	78256
VEN00941	OJ Watson Company INC	05/05/2026	Regular	0.00	1,534.00	78257
PTB2	Pitney Bowes Global Financial Servic	05/05/2026	Regular	0.00	65.97	78258
RPI1	Robinson Printing	05/05/2026	Regular	0.00	1,926.80	78259
SEO1	SECOM	05/05/2026	Regular	0.00	3,510.76	78260
MRS1	Shred America	05/05/2026	Regular	0.00	45.44	78261
SECPA	Southeast Colorado Power Associati	05/05/2026	Regular	0.00	51.27	78262
LYD1	Stay Sober, LLC	05/05/2026	Regular	0.00	15,900.56	78263
STR1	Stericycle Inc	05/05/2026	Regular	0.00	180.70	78264
TALLBOY	Tall Boy Garage	05/05/2026	Regular	0.00	243.83	78265
TIN1	Terminix Processing Center	05/05/2026	Regular	0.00	86.32	78266
HOL1	Town of Holly	05/05/2026	Regular	0.00	378.99	78267
TRANS1	Transwest Truck Trailer RV	05/05/2026	Regular	0.00	511.44	78268
VIA1	Viaero Wireless	05/05/2026	Regular	0.00	163.05	78269
WAG1	Wagner Equipment Co	05/05/2026	Regular	0.00	3,580.03	78270
WAL1	Wallace Gas & Oil Inc	05/05/2026	Regular	0.00	910.51	78271
WRE1	WEX BANK	05/05/2026	Regular	0.00	859.12	78272
WHJ1	Wholesale Jobber	05/05/2026	Regular	0.00	536.81	78273

Check Register

Vendor Number
WileyC

Vendor Name
Wiley Community Center

Payment Date
05/05/2026

Payment Type
Regular

Discount Amount **Payment Amount** **Number**
0.00 1,250.00 78274

Bank Code General Fund Op Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	101	51	0.00	124,873.57
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	101	51	0.00	124,873.57

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	5/2026	124,873.57
			<u>124,873.57</u>



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Don Wilson

Submitted to the County Administration Office on: 05/04/2026

Return Originals to: Melissa Ruddick (for Fair Board)

Number of originals to return to Submitter: 1

Contract Due Date: 4/12/26

Item Title/Recommended Board Action:

Consider approval of Letter of Authorization allowing the Sand & Sage Fair Board to host a beer garden on the Prowers County Fairgrounds during the 2026 Sand & Sage Fair event.

Justification or Background:

Annual Event

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Admin Office Internal Use	
County Approvals (as needed):	
Attorney	_____
Finance	_____
Clerk	_____
HR	_____



Board of County Commissioners

Prowers County

301 South Main, Suite 215

Lamar, Colorado 81052-2857

(719) 336-8025

FAX: (719) 336-2255

TY HARMON
FIRST DISTRICT

RON COOK
SECOND DISTRICT

ROGER STAGNER
THIRD DISTRICT

May 12, 2026

Lamar City Council
102 E. Parmenter Street
Lamar, Colorado 81052

RE: Authorization for Beer Garden on County Fairgrounds

Dear City Council Members,

On May 12, 2026, the Prowers County Board of County Commissioners voted to allow the Sand & Sage Round-up Board to hold a Beer Garden on the Prowers County Fairgrounds during the 2026 Sand & Sage Fair.

We respectfully ask for your support in securing necessary beverage variances for this event. Please do not hesitate to contact us if you need any further information or assistance.

Thank you for your attention in this matter.

Sincerely,

Roger Stagner _____
County Commissioner

Ty Harmon _____
County Commissioner

Ron Cook _____
County Commissioner



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Don Wilson

Submitted to the County Administration Office on: 05/01/26

Return Originals to: Melissa (email to lmedgar@gmsengr.com)

Number of originals to return to Submitter: 1

Contract Due Date: 5/31/26

Item Title/Recommended Board Action:

Consider ratifying 5-5-2026 email poll approval of a Letter sent to James Spiers, CDBG Program Manager Colorado DOLA, requesting a Grant Extension for A&B Water Association due to a needed environmental review process and design.

Justification or Background:

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Admin Office Internal Use	
County Approvals (as needed):	
Attorney	_____
Finance	_____
Clerk	_____
HR	_____



Board of County Commissioners

Prowers County

301 South Main, Suite 215

Lamar, Colorado 81052-2857

(719) 336-8025

FAX: (719) 336-2255

TY HARMON
FIRST DISTRICT

RON COOK
SECOND DISTRICT

ROGER STAGNER
THIRD DISTRICT

May 5, 2026

Mr. James Spiers,
CDBG Program Manager
Colorado Department of Local Affairs
Email To: james.spiers@state.co.us

RE: A&B Water Association Extension Request - CDBG Project #25-552

Dear James:

This correspondence is in reference to the A&B Water Association c/o Prowers County Water Treatment Plant Improvements project. Initially the Contract for the Design and Engineering funds was executed December 31, 2025, in the amount of \$100,000.00 with an expiration of May 31, 2026.

Additional time is needed to obtain the required environmental clearance and secure a Release of Funds from the Colorado Department of Local Affairs (DOLA). Consultation letters were sent on February 13, 2026. The State Historic Preservation Office (SHPO) has requested that a Class III archeological survey be completed. We anticipate this work to be completed in the summer/fall of 2026.

In addition, the project has also been delayed due to funding constraints. The co-funding source for this project is the State Revolving Fund (SRF). To receive grant funds, A&B must be a local government. A&B intends to become a water authority; however, they do not have the funding at this time to cover the formation costs. Currently, A&B is not on the SRF eligibility list for 2026; thus, A&B cannot receive a planning grant for water authority formation until 2027.

As a result, A&B's Engineer, GMS, Inc., anticipates the project will be delayed by approximately one year and anticipates applying for a CDBG Construction grant in May of 2027. In the meantime, the design work will be advancing and will be completed by the end of the year, if not sooner. Thus, even with the delay in co-funding, it is anticipated that the ROF and design will be completed in the fourth quarter of 2026.

Therefore, the County is requesting a seven-month extension to December 31, 2026, to allow sufficient time to complete the environmental review process and design.

Thank you for your attention and time to this extension request. We request formal correspondence confirming the extension date. Should you have any questions, please feel free to contact me directly, or the Engineer on this project, Dannah Koeniger with GMS, Inc., Consulting Engineers.

Sincerely,

Roger Stagner 
Chair, Prowers County Board of County Commissioners

Enclosures

cc: Ms. Dannah M. Koeniger, P.E., GMS, Inc., Consulting Engineers

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 5.12.2026

Submitter: Meagan Hillman, PCPHE Director

Submitted to the County Administration Office on:5.5.26

Return Originals to: Meagan Hillman, PCPHE

Number of originals to return to Submitter:1

Contract Due Date: effective date: 8.1.26

Item Title/Recommended Board Action: Consider approval of Memorandum of Agreement between Prowers County Public Health and Environment and Eads School District for school health/nursing services, total cost of services in the amount of \$15,595.30 for August 1, 2026 – May 31, 2027 and authorizing Public Health Director, Meagan Hillman to execute the MOA.

Justification or Background: Annual agreement to provide school nursing services.

Fiscal Impact: This item is budgeted in the following account code: _____

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on: 5-5-2026

Additional Approvals (if required):

PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO COUNTY ADMINISTRATION.

THANK YOU!

Prowers County Public Health & Environment

1001 S. Main Street Lamar, CO 81052
Phone: (719) 336-8721 Fax: (719) 336-9763
www.prowerscounty.net

**SCHOOL HEALTH SERVICES
MEMORANDUM OF AGREEMENT**

For school health/nursing service to Eads School District, the district agrees to reimburse Prowers County Public Health and Environment **\$15,595.30** for the 2026-2027 school year. The terms of this agreement shall be from August 1, 2026 - May 31, 2027 and will include the services as described:

Dates of service: August 1, 2026 — May 31, 2027

Nursing services on site at Eads School for one service day per week during student contact hours and the week preceding the start of school.

LPN - 7.5 hours per day every week (240 hours)	\$9,595.20
RN - 5 hours per month (50 hours)	\$2,088.00
Public Health Director -1 hour per month (10 hours)	\$703.80
Mileage 1024 miles @ \$0.725 per mile	\$742.40
School nurse conference	\$ 700.00
PCPHE certified 2026 indirect rate 13.45%	\$1,765.90
Total cost of school nursing services	\$15,595.30

Service days will equal 7.5 hours per day (from 8:00 a.m. to 4:00 p.m.) with 1/2 hour lunch break.

Annual student health screenings will be scheduled and completed before October 31, 2026. This will allow time for re-screens and referrals.

School nursing staff will be available to all school staff for school nursing related questions/consultations via telephone or e mail when not on site.

School nursing services will be provided by a professional nurse with advanced skills that include the ability to supervise others, and delegate care in a community or school setting. These advanced skills are needed to address the complex health needs of students within the school community setting. These skills are attained through a baccalaureate degree in nursing.

Copies of Prowers County liability insurance will be provided upon approval of this contract upon request.

Additional school nursing services that will be provided that will enhance the level of care and service provided to Eads School includes:


- Continue to provide vaccinations to all students needing vaccinated including flu vaccinations in the fall to all students and staff. Creating easier services to the community and increased school immunization rates.
- Professional nursing that is involved and comprehensive in the requirements for mandated school services and potential for growth in the school health program for Eads school.
- Cross trained staff available in the event of a "school nurse" absence.
- Supervision, accountability, and oversight of school nursing services that are mandated by CDE.
- Deliver mandated delegation services to unlicensed personnel for medication administration and one to one delegation for children with special needs.
- All communications to parents, students, or community members must be approved by the Administration of Eads Schools, other than personal health care information or duties that fall within the scope of this agreement.

The Prowers County Public Health & Environment Director will be responsible for evaluation and supervision of staff involved in the provision of services with input from the school district staff.

Prowers County Public Health & Environment will invoice for payment, with the first half due by September 15, 2026, in the amount of \$7,797.65. The second payment will be due by February 15, 2027 for the remaining amount of \$7,795.65 for a total payment of \$15,595.30 for the 2026-27 school year. Either party can terminate this agreement with 30 days written notice to the other party.

Meagan Hillman PA-C, MBA, CPH, Director

Date


Glenn Smith, Superintendent

4.30 - 26
Date



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Don Wilson

Submitted to the County Administration Office on: 5/7/26

Return Originals to: Don Wilson

Number of originals to return to Submitter: 2

Contract Due Date: 5/30/26

Item Title/Recommended Board Action:

Consider approval of a letter of request sent to Amy White-Tanabe, Department of Local Affairs for a DOLA Planning Grant in the amount of \$25,000 which is a 1:1 local match of funds for Facilities Construction Planning.

Justification or Background:

The County has 3 building it is looking to build over the next 10 years, the funds would be used to outline the design, finance, and construction of those projects.

Fiscal Impact: This item is budgeted in the following account code:

County: \$ \$25,000 Federal: \$ _____ State: \$ \$25,000 Other: \$ _____

Admin Office Internal Use	
County Approvals (as needed):	
Attorney	_____
Finance	_____
Clerk	_____
HR	_____



Board of County Commissioners

Prowers County

301 South Main, Suite 215

Lamar, Colorado 81052-2857

(719) 336-8025

FAX: (719) 336-2255

TY HARMON
FIRST DISTRICT

RON COOK
SECOND DISTRICT

ROGER STAGNER
THIRD DISTRICT

May 12, 2026

Amy White-Tanabe
Department of Local Affairs (DOLA)
1313 Sherman Street
Suite 521
Denver, CO 80203

Re: Administrative Planning Grant Request – County Artificial Intelligence (A.I.) Program Development

Dear Ms. White-Tanabe,

On behalf of Prowers County, we respectfully submit this request for an Administrative Planning Grant in the amount of \$25,000 to support the kickoff of a County Artificial Intelligence (A.I.) Program. This initiative will focus on policy development, feasibility analysis, and implementation planning to responsibly integrate A.I. technologies into county operations.

Project Scope

The proposed project will establish a comprehensive framework for the evaluation, governance, and deployment of A.I. tools across county departments.

Key activities include:

- Development of countywide A.I. governance policies, including ethical use, data privacy, cybersecurity, and transparency standards
- Assessment of operational opportunities for A.I. to improve service delivery, efficiency, and decision-making
- Stakeholder engagement with county staff, elected officials, and community representatives
- Feasibility study and risk analysis of potential A.I. applications
- Creation of a phased implementation roadmap, including cost projections and workforce considerations

This planning effort will position the County to responsibly adopt emerging technologies and create a templet for other area communities, while maintaining public trust, transparency, and compliance with regulatory standards.

Budget and Timeline

The total project cost is \$50,000. We are requesting \$25,000 from DOLA, with a 1:1 local match of \$25,000 provided through County general funds.

The anticipated project timeline is six (6) months from award:

- Months 1–2: Project kickoff, stakeholder engagement, and initial assessments
- Months 3–4: Policy development and feasibility analysis
- Months 5–6: Final recommendations, implementation roadmap, and reporting

Financial Need

As a rural county with limited discretionary funding, Prowers County faces challenges in dedicating resources to emerging technology planning. Without external support, it would be difficult to prioritize this forward-looking initiative alongside essential services. This grant will enable the County to proactively plan for A.I. adoption rather than react to technological changes without adequate preparation.

In summary, this Administrative Planning Grant will enable Prowers County to take a thoughtful, structured approach to A.I. adoption, ensuring that future investments are strategic, ethical, and beneficial to our residents.

Thank you for your consideration. We welcome the opportunity for further discussion in order to answer any additional questions you may have.

Sincerely,

The Prowers County Board of County Commissioners

Roger Stagner _____
County Commissioner

Ty Harmon _____
County Commissioner

Ron Cook _____
County Commissioner



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Don Wilson

Submitted to the County Administration Office on: 5/7/26

Return Originals to: Don Wilson

Number of originals to return to Submitter: 2

Contract Due Date: 5/30/26

Item Title/Recommended Board Action:

Consider approval of letter of request for DOLA Planning grant in the amount of \$25,000 for A.I. Program Planning

Justification or Background:

The County would like to begin planning for up and coming new technologies. This would include preparing the appropriate policies and mapping out future use and actions.

Fiscal Impact: This item is budgeted in the following account code:

County: \$ \$25,000 Federal: \$ _____ State: \$ \$25,000 Other: \$ _____

Admin Office Internal Use

County Approvals (as needed):

Attorney _____

Finance _____

Clerk _____

HR _____



Board of County Commissioners

Prowers County

301 South Main, Suite 215

Lamar, Colorado 81052-2857

(719) 336-8025

FAX: (719) 336-2255

TY HARMON
FIRST DISTRICT

RON COOK
SECOND DISTRICT

ROGER STAGNER
THIRD DISTRICT

May 12, 2026

Amy White-Tanabe
Department of Local Affairs (DOLA)
1313 Sherman Street
Suite 521
Denver, CO 80203

Re: Administrative Planning Grant Request – County Artificial Intelligence (A.I.) Program Development

Dear Ms. White-Tanabe,

On behalf of Prowers County, we respectfully submit this request for an Administrative Planning Grant in the amount of \$25,000 to support the kickoff of a County Artificial Intelligence (A.I.) Program. This initiative will focus on policy development, feasibility analysis, and implementation planning to responsibly integrate A.I. technologies into county operations.

Project Scope

The proposed project will establish a comprehensive framework for the evaluation, governance, and deployment of A.I. tools across county departments.

Key activities include:

- Development of countywide A.I. governance policies, including ethical use, data privacy, cybersecurity, and transparency standards
- Assessment of operational opportunities for A.I. to improve service delivery, efficiency, and decision-making
- Stakeholder engagement with county staff, elected officials, and community representatives
- Feasibility study and risk analysis of potential A.I. applications
- Creation of a phased implementation roadmap, including cost projections and workforce considerations

This planning effort will position the County to responsibly adopt emerging technologies and create a templet for other area communities, while maintaining public trust, transparency, and compliance with regulatory standards.

Budget and Timeline

The total project cost is \$50,000. We are requesting \$25,000 from DOLA, with a 1:1 local match of \$25,000 provided through County general funds.

The anticipated project timeline is six (6) months from award:

- Months 1–2: Project kickoff, stakeholder engagement, and initial assessments
- Months 3–4: Policy development and feasibility analysis
- Months 5–6: Final recommendations, implementation roadmap, and reporting

Financial Need

As a rural county with limited discretionary funding, Prowers County faces challenges in dedicating resources to emerging technology planning. Without external support, it would be difficult to prioritize this forward-looking initiative alongside essential services. This grant will enable the County to proactively plan for A.I. adoption rather than react to technological changes without adequate preparation.

In summary, this Administrative Planning Grant will enable Prowers County to take a thoughtful, structured approach to A.I. adoption, ensuring that future investments are strategic, ethical, and beneficial to our residents.

Thank you for your consideration. We welcome the opportunity for further discussion in order to answer any additional questions you may have.

Sincerely,

The Prowers County Board of County Commissioners

Roger Stagner _____
County Commissioner

Ty Harmon _____
County Commissioner

Ron Cook _____
County Commissioner



PROWERS COUNTY AGENDA ITEM REQUEST FORM

Hearing Date Requested: 5/12/26

Submitter: Michelle Hiigel

Submitted to the County Administration Office on: 05/06/2026

Return Originals to: Michelle Hiigel

Number of originals to return to Submitter: 0

Contract Due Date:

Item Title/Recommended Board Action:

Consider approval to set a public hearing for the Resolution Adopting a Temporary Moratorium upon the application, acceptance, processing, and/or approval of any request to Prowers County for a permit, license, and/or for any other Prowers County authorization of any nature related to or in any way connected with the establishment and/or operation of an enterprise or business that proposes to sell or dispense or that sells or dispenses psychedelic mushrooms and three (3) plant based psychedelic substances-Dimethyltryptamine, Ibogaine, and Mescaline, pursuant to Article 18, Section 14 of the Colorado Constitution.

Justification or Background:

Set a public hearing to Implement a moratorium for six months to allow the county to draft and adopt regulations for psychedelic mushroom establishments

Fiscal Impact: This item is budgeted in the following account code:

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Admin Office Internal Use	
County Approvals (as needed):	
Attorney	_____
Finance	_____
Clerk	_____
HR	_____

**PROWERS COUNTY
AGENDA ITEM REQUEST FORM**

Hearing Date Requested: 5.12.2026

Submitter: Meagan Hillman, PCPHE Director

Submitted to the County Administration Office on:4.22.26

Return Originals to: Meagan Hillman, PCPHE

Number of originals to return to Submitter:1

Contract Due Date: effective date: 7.1.26

Item Title/Recommended Board Action: Consider approval of Intergovernmental Agreement Modification Amendment #3, Contract # CT QAAA 2025-XXXX A3 to original Contract #25 QAAA 190688 and authorizing Public Health & Environment Director, Meagan Hillman to execute the Contract electronically.

Justification or Background: Nurse Family Partnership Annual Contract Amendment

Fiscal Impact: This item is budgeted in the following account code: _____

County: \$ _____ Federal: \$ _____ State: \$ _____ Other: \$ _____

Approved by the County Attorney on: 5-7-2026

Additional Approvals (if required):

PLEASE ATTACH THIS SHEET TO ALL AGENDA ITEMS WHEN SUBMITTING TO COUNTY ADMINISTRATION.

THANK YOU!



State of Colorado Intergovernmental Agreement Modification Agreement Amendment #3

State Agency

Colorado Department of Early Childhood
710 South Ash Street, Building C
Glendale, CO 80246

Contractor

Prowers County Public Health and Environment
1001 South Main Street
Lamar, Colorado 81052
Vendor Code: VC00000000014284

Original Contract Number

25 QAAA 190688
CT QAAA 2025-1019
GAE QAAA 2025-184

Amendment Contract Number

CT QAAA 2027-xxxx A3
GAE QAAA 2027-XXXX

Contract Performance Beginning Date

July 1, 2024

Current Contract Expiration Date

June 30, 2027

Current Contract Maximum Amount

Initial Term

State Fiscal Yr 2025 \$648,742.00*

CT QAAA 2025-1019

GAE QAAA 2025-184

*And a \$90,000 pooled General Accounting Encumbrance (GAE) shared amongst various Grantees as described in this Agreement, see Exhibit C, Section 11.

Extension Terms

State Fiscal Yr. 2026 \$631,122.64*

CT QAAA 2026-602

GAE QAAA 2026-100

*And a \$90,000 pooled General Accounting Encumbrance (GAE) shared amongst various Grantees as described in this Agreement, see Exhibit C, Section 11.

State Fiscal Year 2027 \$635,357.51*

CT QAAA 2027-XXX

GAE QAAA 2027-XXX

*And a \$90,000 pooled General Accounting Encumbrance (GAE) shared amongst various Grantees as described in this Agreement, see Exhibit C, Section 11.

Total for All State Fiscal Yrs. \$1,915,222.15

Exhibits and Order of Precedence

The following Exhibits and attachments are included with this Agreement:

1. Exhibit A - Statement of Work
2. Exhibit B - Budget
3. Exhibit C - Additional Provisions
4. Exhibit E- Sample Option Letter

In the event of a conflict or inconsistency between this Agreement and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority:

1. Colorado Special Provisions in §18 of the main body of this Agreement.
2. The provisions of the other sections of the main body of this Agreement.
3. Exhibit A - Statement of Work
4. Exhibit C - Additional Provisions
5. Exhibit B - Budget
6. Exhibit E - Sample Option Letter

Signature Page Begins on Next Page

THE REST OF THIS PAGE IS INTENTIONALLY LEFT BLANK



SIGNATURE PAGE

THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

Contractor

Prowers County Public Health and Environment

State of Colorado

Jared S. Polis, Governor
Colorado Department of Early Childhood
Lisa Roy, Ed.D., Executive Director

By: Megan Hillman, Director of PCPHE

By:

Date: _____

Date: _____

State Controller

Robert Jaros, CPA, MBA, JD

By:

Amendment Effective Date:

In accordance with §24-30-202, C.R.S., this Amendment is not valid until signed and dated above by the State Controller or an authorized delegate.

1. Parties

This Amendment (the “Amendment”) to the Original Agreement shown on the Signature and Cover Page for this Amendment (the “Agreement”) is entered into by and between the Contractor, and the State.

2. Terminology

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Agreement shall be construed and interpreted in accordance with the Agreement.

3. Amendment Effective Date and Term

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date and shall have no obligation to pay Contractor for any Work performed or expense incurred under this Amendment either before or after the Amendment term shown in §3.B of this Amendment.

B. Amendment Term

The Parties’ respective performances under this Amendment and the changes to the Agreement contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment or July 1, 2026, whichever is later and shall terminate on the termination of the Agreement

4. Purpose

Prowers County Public Health and Environment (PCPHE) shall positively impact pregnancy outcomes, child health and development, and economic self-sufficiency of enrolled families in Baca, Prowers, Kiowa, Bent, Otero, Crowley, and Cheyenne counties by delivering high quality nursing services that comply with NFP model fidelity.

This amendment extends the Agreement Expiration Date, increases funds for State Fiscal Year (SFY) 2027, updates the order of precedence, amends Exhibits A and B, replaces Exhibit C and removes Exhibit D.

5. Modifications

The Agreement and all prior amendments thereto, if any, are modified as follows:

A. Extend the Agreement Expiration Date from June 30, 2026, to June 30, 2027

The Initial Agreement Expiration Date on the Agreement's Signature and Cover Page is hereby deleted and replaced with the Current Agreement Expiration Date shown on the Signature and Cover Page for this Amendment.

B. Increase the Agreement Amount for SFY27 by \$635,357.51 and Increase the Maximum Amount for All State Fiscal Years from \$1,279,864.64 to \$1,915,222.15.

The Agreement Maximum Amount table on the Agreement's Signature and Cover Page is hereby deleted and replaced with the Current Agreement Maximum Amount table shown on the Signature and Cover Page for this Amendment.

C. Exhibit A - Statement of Work

Exhibit A - Amendment #3, which is attached and incorporated by this Amendment, shall be added to Exhibit A of the Original Agreement.

D. Exhibit B - Budget

Exhibit B - Amendment #3, which is attached and incorporated by this Amendment, shall be added to Exhibit B of the Original Agreement.

E. Exhibit C - Additional Provisions

Exhibit C - Amendment #3, which is attached and incorporated by this Amendment, shall replace Exhibit C - Amendment #2 of the Original Agreement.

F. Exhibit D - HIPAA Business Associate Agreement

Exhibit D shall be removed from the Original Contract.

G. Order of Precedence

The Order of Precedence is hereby replaced on the Original Agreement with the following:

In the event of a conflict or inconsistency between this Agreement and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority:

1. Colorado Special Provisions in §18 of the main body of this Agreement.
2. The provisions of the other sections of the main body of this Agreement.
3. Exhibit A - Statement of Work
4. Exhibit C - Additional Provisions
5. Exhibit B - Budget
6. Exhibit E - Sample Option Letter

6. Limits of Effect and Order of Precedence

This Amendment is incorporated by reference into the Agreement, and the Agreement and all prior amendments or other modifications to the Agreement, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Agreement, in the event of any conflict, inconsistency, variance, or



contradiction between the provisions of this Amendment and any of the provisions of the Agreement or any prior modification to the Agreement, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special Provisions contained in the Agreement to the extent that this Amendment specifically modifies those Special Provisions.

Statement of Work
Prowers County Public Health and Environment
Nurse Home Visitor Program

CDEC PROGRAM CONTRACT MANAGER

- Bitel Beyette, Nurse Home Visitor Program Administrator, bitel.beyette@state.co.us

ABBREVIATIONS

- CAB - Community Advisory Board
- CCT - Colorado Coordination Team
- CDEC - Colorado Department of Early Childhood
- C.R.S. - Colorado Revised Statutes
- FY - Fiscal Year
- HCPF - Health Care Policy & Finance
- IIK - Invest in Kids
- NFP - Nurse-Family Partnership
- NHVP - Nurse Home Visitor Program
- NHVs - Nurse Home Visitors
- NS - Nurse Supervisor
- SOW - Statement of Work
- WIC - Women, Infants and Children

GLOSSARY

- Active clients are defined by Changent as:
 - Clients whose “Program End Date” in the NFP data system is null or occurs after the last day of the reporting period
 - Clients who had a completed visit within 180 days prior to the last day of reporting period
 - Clients who have a child not over 26 months on the last day of the reporting period
 - Clients who have not been in the program for over two years and 11 months on the last day of the reporting period.



- Changent is the national service office for the Nurse-Family Partnership program model.
- Colorado Coordination Team - A team comprised of four agencies who work together to administer NFP in Colorado. The CCT is comprised of CDEC, which is responsible for financial administration of the program; the University of Colorado health sciences facility, which is responsible for programmatic and clinical support, as well as selection, evaluation, and monitoring of the implementation sites (these duties are subcontracted to Changent and Invest in Kids); Invest in Kids (IIK) which provides program oversight, nurse consultation, site development, and program advocacy; and Changent which holds the NFP model curriculum and data collection system and provides ongoing nurse training and evaluation.

INTRODUCTION/BACKGROUND

- The Nurse Home Visitor Program (NHVP), authorized through sections 26.5-3-501 through 26.5-3-508 C.R.S., established a statewide nurse home visitor program in Colorado beginning in FY 2000. Per the program requirements outlined in statute, the NHVP utilizes the Nurse-Family Partnership (NFP) model. NFP is an evidence-based, voluntary, community health nursing program aimed at improving the lives of families expecting their first child. The program is open to all first-time parents living with an annual income below 200% of the federal poverty level. Clients are partnered with a registered nurse early in their pregnancy and receive home visits until the child turns two.
- The goals of the program are:
 - Improve pregnancy outcomes by providing education and resources for preventative health practices including prenatal care, nutrition, and reducing the use of habit-forming substances including cigarettes, alcohol, and illegal substances.
 - Improve child health and development by providing education and resources for healthy attachment, parenting skills, and helping parents provide responsible and competent care for their children.
 - Improve the economic self-sufficiency of the family by supporting parents to develop a vision for their own future, plan future pregnancies, continue their education and find work.
- Per section 26.5-3-502 (2) C.R.S., responsibility for implementing the program is divided between CDEC, which is responsible for financial administration of the program, and a health sciences facility at the University of Colorado, which is responsible for programmatic and clinical support, evaluation, and monitoring of the program. CDEC and the University of Colorado health sciences facility shall work collaboratively for successful implementation of the program; however, neither party is responsible for the other entity's statutorily prescribed duties.

SCOPE OF WORK

- Prowers County Public Health and Environment Nurse-Family Partnership, referred to in this SOW as the Contractor, shall positively impact pregnancy outcomes, child health and development, and economic self-sufficiency of enrolled families in



- Baca, Prowers, Kiowa, Cheyenne, Bent, Otero and Crowley counties by delivering high quality nursing services that comply with NFP model fidelity.
- Prowers County Public Health and Environment NFP’s goal for this project is to improve maternal and child health, prevent child abuse and neglect, encourage positive parenting and promote child health and school readiness through the provision of high-quality NFP home visiting services.

PERIOD OF PERFORMANCE

- July 1, 2026 - June 30, 2027

WHERE SERVICES WILL BE PERFORMED

- Prowers County
- Baca County
- Kiowa County
- Bent County
- Otero County
- Crowley County
- Cheyenne County



WORK PLAN

Work Plan	
Outcomes, Benchmarks, and Milestones	
Outcome Statement #1: Prowers County Public Health and Environment NFP shall positively impact pregnancy outcomes, child health and development, and economic self-sufficiency of enrolled families in the specified service area by delivering high-quality nursing services that comply with model fidelity.	
Contractor shall adhere to the Chagent program requirements to meet program objectives and model fidelity.	

Key Activity A1:	Provide ongoing training, supervision, and professional development for all NHVP staff, including model-specific training and state required trainings and events, including those offered by the Early Childhood Council.
-------------------------	---

Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
A1-1: In collaboration with each NHVP staff, identify learning needs and develop a plan for professional development.	Ongoing	Staff receive ongoing professional development to ensure proficiency in delivering high-quality NFP services and meet model fidelity requirements established by Chagent.	100% of NHVP NFP staff have professional development goals identified annually.	Nurse Supervisors (NS)	Training and Technical Assistance
A1-2: Secure approved contract and/or internal staffing for mental health consultation.	September 30, 2026	Nursing professional development, nurse retention, and compassion fatigue, and/or other identified professional development training needs.	# of completed mental health case conferences as noted in the NFP database.	NFP Program Administrator	Personnel Contract services

Exhibit A - Amendment #3



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
A1-3: Provide resources for prenatal medical care and coordinate referrals to maternal health care and community services, such as Women, Infants, and Children (WIC) and Early Intervention Colorado.	Ongoing	Contractor implements referral coordination between NFP and maternal and child health care programs and services.	# of referrals received from community services # of referrals sent to community services	NS Nurse Home Visitors (NHVs)	Personnel Operating
A1-4: NHVP staff shall attend all mandatory calls and meetings facilitated by state intermediary, Invest in Kids (IIK), and the CDEC.	Ongoing	NHVP staff receive information understand and comply with the NHVP SOW, fiscal and contractual expectations, and the NFP model expectations, to provide high-quality NFP services to clients and administer the program efficiently and effectively.	# of required calls and meetings attended # of staff who attended	NS	Personnel Operating
A1-5: NHVP staff shall adhere to Changent guidelines for training requirements and retain documentation of all necessary training and nursing licenses.	Ongoing	All NHVs and NS shall hold and maintain current nursing licenses and comply with Changent training requirements.	100% of NHVP NFP staff have current licenses and training.	NS NHVs	Personnel Training and Technical Assistance

Key Activity B1: Provide voluntary NFP home visits and services to enrolled families following Chagent program requirements and caseload guidelines.					
Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
<p>B1-1: Review NFP enrollment, disenrollment, re-enrollment, and dual enrollment policies and procedures to ensure voluntary participation and prioritization of NHVP enrollments for clients identified as high-risk with the NFP population of focus.</p> <p>Implement strategies to address inactive or disengaged clients.</p> <p>Implement strategies to enroll new clients in anticipation of upcoming client graduations and to replace inactive clients.</p>	Ongoing	<p>At-risk NFP-eligible clients are enrolled in the NFP program during pregnancy and no later than 30 days post-partum, per Colorado NFP program guidelines.</p> <p>Maintain proof of income records for all mothers participating in the program to ensure eligibility requirements are met.</p> <p>Reasonable efforts shall be made to re-engage clients while maintaining voluntary client participation in the program.</p> <p>Monitor client status and increase referral outreach as needed.</p>	<p>100% of clients meet NFP population of focus at enrollment, as noted on NFP client application.</p> <p>Documentation of eligibility is maintained.</p> <p>After 180 days with no client contact, a Client Dismissal form shall be completed and entered into the Chagent data system.</p> <p># of active clients is monitored</p>	<p>NS NHVs Administrative Assistants</p>	<p>Personnel Operating</p>

Exhibit A - Amendment #3



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
B1-2: Provide NFP visits (in-person and telehealth as appropriate) to enrolled NFP clients per the NFP standard visit schedule or alternative visit schedule.	Ongoing	Conduct family-centered home visits in accordance with the NFP model guidelines.	# of client visits completed # of clients enrolled by 28 weeks pregnancy and # enrolled after 28 weeks pregnancy # of clients retained in the program	NS NHVs	Personnel
B1-3: Adhere to Changent caseload guidelines.	Ongoing	NHVs maintain their funded caseload. Full time NHV caseload is 25 clients. Part time caseload is pro-rated accordingly. New NHVs shall follow a caseload ramp-up, adding new clients gradually over a 9 month period to get to their full caseload. Contractor shall maintain 85% active caseload out of the 100% funded caseload for the fiscal year.	# of active caseload	NHVs NS	Personnel
B1-4: Monitor caseloads on a consistent schedule.	Ongoing	Track and report active caseload numbers in the Changent database. Active caseload numbers will be monitored quarterly by the Colorado Coordination Team (CCT).	# of active caseload reported in Changent database	NHVs NS Administrative Assistant and/or Data Staff	Personnel Operating



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
B1-5: Implement transition plans for NHV turnover.	Ongoing, as needed	In collaboration with CDEC and IIK, develop a transition plan for transferring clients when a nurse leaves the program to minimize client attrition.	Plan for NHV turnover is in place. In the event a nurse leaves the program, contractor shall contact CDEC and IIK as soon as possible.	NS	Personnel

Key Activity C1: Ensure accurate and timely data collection as specified by Chagent and utilize data reports to assess and guide program implementation.

Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
C1-1: Enter data into NFP data collection system and monitor data utilizing reports from Chagent and IIK.	Ongoing	Data collected in accordance with Chagent guidelines to track performance and identify measurable improvements at site level.	NFP database reflects data collected and reported.	NHVs NS Administrative Assistant and/or Data Staff	Personnel Operating

Key Activity D1: Collaborate with other NFP sites and community partners to best serve families.

Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
D1-1: NHVP staff shall establish and maintain contact with neighboring NFP implementation partners for site referrals.	Ongoing, as needed	NS and/or NFP Program Administrator shall connect with neighboring NFP implementation sites to develop a plan for exchanging referrals when geographically necessary to arrange the best fit for families. Contractor shall track referrals that are referred to neighboring programs.	Email communication with CDEC NHVP Program Administrator and IIK Nurse Consultant. # of transferred referrals	NS NFP Program Administrator	Personnel



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
D1-2: Establish and maintain relationship with an NFP Community Advisory Board (CAB) and other community partners and referral sources.	Ongoing	Maintain relationships and contact information for CAB members, community partners, and referral sources.	# of contacts List is maintained and with current contact information.	NS NFP Program Administrator	Personnel Operating

Work Plan

Outcomes, Benchmarks, and Milestones

Outcome Statement #2: Contractor shall adhere to CDEC NHVP fiscal and contracting processes, as well as NFP budget guidance, for effective fiscal administration of the NHVP.

Key Activity A2:

CDEC contract and invoicing processes are adhered to, and document submission and trainings are completed by specified deadlines for effective fiscal administration of the program.

Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
A2-1: Contractor shall submit invoices monthly to CDEC.	Ongoing Invoices shall be submitted no more than 45 days following the end of each month	Contractor shall adhere to NHVP and State of Colorado fiscal processes. Invoices shall be submitted no later than 45 days following the end of each month using the OnBase system, unless otherwise specified.	# of monthly invoices submitted to CDEC	NS NFP Program Administrator Accounting and/or Administrative Staff	Personnel and/or Indirect

Exhibit A - Amendment #3



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
A2-2: Complete and submit NHVP year-end statements and invoices per CDEC requirements.	June 30, 2027, or as specified by CDEC	Final invoices for the fiscal year are required on a shortened timeline. A final invoice submission deadline shall be communicated by the CDEC NHVP Program Administrator and CDEC fiscal staff no later than June 30, 2027. If a final invoice is not available by the specified date, an estimate of final expenditures must be provided at that time.	Final invoice or estimate of final expenditures submitted on time	NS NFP Program Administrator Accounting and/or Administrative Staff	Personnel and/or Indirect
A2-3: NHVP staff shall contact the CDEC NHVP Program Administrator regarding requests for budget modifications prior to expending grant funds to ensure compliance with NHVP fiscal requirements. This includes any salary changes that are not accounted for in the contract budget.	Ongoing, as needed	Contractor shall adhere to NHVP and State of Colorado fiscal and contracting processes for any modifications to the budget or SOW. Prior written approval from CDEC NHVP Program Administrator is obtained for any modifications to the budget or SOW in this contract. Depending upon the changes requested, a formal Amendment may be required.	Documentation of prior approval of changes is maintained. If a formal Amendment is required, Amendment is not effective until it has been executed by all parties.	NS NFP Program Administrator Accounting staff	Personnel and/or indirect

Exhibit A - Amendment #3



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
A2-4: New NHVP staff whose job duties include assisting with preparing budgets, invoices, or grant management for this project shall meet with the CDEC NHVP Program Administrator for NHVP grant orientation.	Ongoing, as needed	NS shall alert the CDEC NHVP Program Administrator about any new staff who assist with preparation of the budget, invoices, or grant administration within 45 days of hire to set up a grant orientation.	NS informs CDEC NHVP Program Administrator of new staff within 45 days of hire. Grant orientation for new staff has been completed within 90 days of hire.	NS Accounting and/or administrative staff	Personnel and/or indirect

Key Activity B2: Contractor shall develop and follow a plan for using Client Support Materials funding in alignment with program objectives.

Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
B2-1: Contractor shall submit a written plan outlining how they will use Client Support Materials funds to support program objectives.	July 31, 2026	Contractor shall draft and submit a written plan to CDEC outlining how they will use Client Support Materials funds. The plan must include examples of the types of items that would be purchased and how they relate to program objectives, as well as general guidelines for when the items are purchased in alignment with program milestones or family needs. The plan must align with the Changer guidelines, budgeting for approximately \$50 per family, per year.	Plan is submitted to CDEC by July 31, 2026. CDEC NHVP program manager shall reply in writing with approval or request additional changes.	NS NFP Program Administrator	Personnel Supplies and Operating



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
B2-2: Contractor shall submit appropriate support documentation for all Client Support Materials charges on their monthly invoices.	Ongoing	In any month that Client Support Materials are requested for reimbursement on the invoice, the Contractor shall attach all receipts, invoices, or other relevant support documentation as additional documentation in OnBase for review with their invoice submission.	Support documentation for all Client Support Materials charges have been received prior to invoice approval.	NS NFP Program Administrator Administrative or Accounting Staff	Personnel

Key Activity C2: Contractor shall bill Medicaid for eligible NFP services.

Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
C2-1: Contractor shall be an active Medicaid Provider during the Period of Performance and adhere to Medicaid requirements.	July 1, 2026 - June 30, 2027	Contractor is an active Medicaid Provider with an assigned Medicaid consulting physician by July 31, 2026. All NHVs are enrolled as Medicaid providers.	Contractor is an active Medicaid Provider and all NHVs are enrolled.	NS NFP Program Administrator	Personnel Indirect Operating
C2-2: Bill Medicaid when clients receive eligible services, including Targeted Case Management, tobacco cessation, maternal depression screenings, preventative counseling, or other eligible services as defined by HCPF.	Ongoing	Medicaid billing occurs.	HCPF reporting	NS NHVs Administrative staff	Personnel



Tasks	Time Period	Deliverable	Measurement	Position(s) Responsible	Budget Category
C2-3: Medicaid revenue shall be reviewed with CDEC to ensure accuracy.	December 31, 2026, and ongoing as needed	Contractor shall meet with CDEC NHVP Program Administrator to review HCPF Medicaid revenue report for accuracy. Discrepancies shall be reported to HCPF for correction. Contractor shall comply with requests from CDEC and HCPF for information on claims to resolve discrepancies.	Meeting is held and, if necessary, issues have been reported to HCPF.	NS NFP Program Administrator Administrative Staff	Personnel

SCHEDULE/MILESTONES

- Prowers County Public Health and Environment NFP program is affiliated with the national NFP organization, Changent, and works closely with Invest in Kids, Colorado’s State intermediary, to ensure the program is delivered in compliance with model fidelity. Prowers County Public Health and Environment shall adhere to all the NFP model elements which demonstrate implementation with fidelity to the model.

ACCEPTANCE CRITERIA

The acceptance of all deliverables shall reside with the CDEC, Nurse Home Visitor Program. The designated program manager shall monitor all deliverables in order to ensure the completeness of each stage of the project and that the scope of work has been met. The CDEC program manager shall either sign off on the approval, or reply to the vendor, in writing, advising what tasks must still be accomplished.



Colorado Department of Early Childhood (CDEC)
BUDGET WITH JUSTIFICATION FORM

Contractor Name	Prowers County Public Health and Environment
Budget Period	July 1, 2026 - June 30, 2027
Project Name	Nurse Home Visitor Program (NHVP)
Abbreviations	
CDEC	Colorado Department of Early Childhood
DANCE	Dyadic Assessment of Naturalistic Caregiver-Child Experiences
FAMLI	Family and Medical Leave Insurance
FICA	Federal Insurance Contributions Act
FTE	Full-Time Equivalent
MTDC	Modified Total Direct Costs
NFP	Nurse-Family Partnership
NHV	Nurse Home Visitor
NHVP	Nurse Home Visitor Program
PIPE	Partners in Parenting Education
SFY	State Fiscal Year
W/C	Workman's Compensation

Expenditure Categories										
Personnel Services - Salaried Employees										
Position Title	Description of Work	Description of Fringe Benefits	Gross or Annual Salary	Fringe	Percent of Time on Project	Total Amount For Project	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding NHVP	
Supervisor	Provides oversight, assistance and management for the NHVs.	Payroll taxes, health, vision, and life insurance, and 5% retirement matching.	\$101,330.02	\$14,350.00	75.000000%	\$86,760.02	\$0.00	\$0.00	\$86,760.02	
NHV 1	Conducts home visits and coordinates visiting schedules with families.	Payroll taxes, health, vision, and life insurance, and 5% retirement matching.	\$79,038.48	\$21,457.00	100.000000%	\$100,495.48	\$0.00	\$0.00	\$100,495.48	
NHV 2	Conducts home visits and coordinates visiting schedules with families.	Payroll taxes, health, vision, and life insurance, and 5% retirement matching.	\$84,595.70	\$13,250.00	80.000000%	\$78,356.56	\$0.00	\$0.00	\$78,356.56	
NHV 3	Conducts home visits and coordinates visiting schedules with families.	Payroll taxes, health, vision, and life insurance, and 5% retirement matching.	\$90,542.32	\$21,457.36	80.000000%	\$89,599.74	\$0.00	\$0.00	\$89,599.74	
Administrative Support/Data Entry	Provides data entry and administrative support for NHVs and Supervisor.	Payroll taxes, health, vision, and life insurance, and 5% retirement matching.	\$43,535.20	\$11,290.20	100.000000%	\$54,825.40	\$0.00	\$0.00	\$54,825.40	
Bilingual Aide	Assists NHVs with interpretation.	Payroll taxes, health, vision, and life insurance, and 5% retirement matching.	\$40,000.00	\$16,000.00	10.000000%	\$5,600.00	\$0.00	\$0.00	\$5,600.00	
1. Total Personnel Services (including fringe benefits)							\$415,637.20	\$0.00	\$0.00	\$415,637.20
Supplies & Operating Expenses										
Item	Description of Item	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding NHVP						
Office Operating Expenses (i.e. supplies)	General office supplies such as paper, ink, pens, paper clips, file folders, traveling folders and other similar items necessary to implement the program.	\$0.00	\$3,000.00	\$6,000.00						
Client Support Materials	Items that support the program curriculum and help the client's assimilation of knowledge regarding the material.	\$0.00	\$0.00	\$3,250.00						
Printing & Publications	Farms needed to implement the program as well as the use of media to increase community awareness of the program.	\$0.00	\$1,384.95	\$4,000.00						
Postal & Shipping Services	Mailing cards, letters, and information to clients.	\$0.00	\$0.00	\$2,500.00						
Communications (cellular, network services)	Includes in-house long distance as well as wireless devices for cell phones for nurses.	\$0.00	\$3,000.00	\$5,000.00						
Medical Supplies	Items used for physical assessments of mother and child including stethoscopes, scales, blood pressure cuffs, masks, and other similar medical supplies necessary to implement the program.	\$0.00	\$0.00	\$4,000.00						
Community Advisory Board Meetings	Supplies for quarterly Community Advisory Board meetings.	\$0.00	\$0.00	\$500.00						
Technology	Maintenance and/or replacement of computers and software as needed, as well as tablets for NHVs to use on visits to efficiently implement the NFP program.	\$0.00	\$0.00	\$10,000.00						
Information Technology Support and Repair	Prorated cost of NFP's portion of the service provider to keep devices in working order.	\$0.00	\$0.00	\$13,595.00						
Insurance/Worker's Compensation	Costs of the liability and worker's compensation insurance costs for the NFP staff.	\$0.00	\$0.00	\$1,500.00						
Subtotal							\$0.00	\$9,384.95	\$50,345.00	

Colorado Department of Early Childhood (CDEC)
BUDGET WITH JUSTIFICATION FORM



Items Excluded from Modified Total Direct Costs (MTDC): (Rental costs, tuition, scholarships/fellowships, participant support, equipment, capital expenditures)

Item	Description of Item	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding NHVP
Rental Costs	General rental costs for the program's operation location.	\$0.00	\$0.00	\$16,000.00
NFP Program Support Fee	Required fee for the program.	\$0.00	\$0.00	\$24,084.00
Subtotal: Items removed from MTDC				
2. Total Supplies & Operating Expenses		\$0.00	\$9,384.95	\$90,429.00

Item	Description of Item	Per	Fee	#	Total	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding (NHVP)
DANCE Education	Cost covers required NFP training	NHV	\$775.00	1	\$775.00	\$0.00	\$0.00	\$775.00
DANCE Licensing	Cost covers required NFP training materials	NHV	\$144.00	2	\$144.00	\$0.00	\$0.00	\$144.00
Professional Development	Covers cost of additional training for NHVs	NHV/Supervisor	\$600.00	4	\$2,400.00	\$0.00	\$0.00	\$2,400.00
Mental Health Consultation	Mental health sessions for the NHV team each month.	NHV/Supervisor	\$700.00	12	\$2,400.00	\$0.00	\$0.00	\$2,400.00
3. Total Training and Technical Assistance					\$5,719.00	\$0.00	\$0.00	\$5,719.00

Item	Description of Item	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding NHVP
Walt Outreach Mileage	Mileage reimbursement for nurses to conduct home visits with clients.	\$0.00	\$2,000.00	\$44,000.00
Travel to Attend Required Training	Travel costs for supervisor to attend mandatory state meeting, and for supervisor and NHVs to attend required training, including mileage, lodging, and per diem.	\$0.00	\$0.00	\$9,000.00
4. Total Travel		\$0.00	\$2,000.00	\$53,000.00

Name	Description of Item	Allowable in MTDC calculation	Unallowable in MTDC Calculation	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding NHVP
	No costs in this category shall be reimbursed by CDEC.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5. Total Contractors/Consultants		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DIRECT COSTS		TOTAL DIRECT COSTS		\$0.00	\$11,384.95	\$564,785.20
MODIFIED TOTAL DIRECT COSTS (MTDC)		MODIFIED TOTAL DIRECT COSTS (MTDC)		\$0.00	\$11,384.95	\$524,701.20

Uniform Guidance - 2 Code of Federal Regulations 200.1 (2 CFR 200.1) "Modified Total Direct Cost (MTDC)" means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward (regardless of the period of performance of the subaward under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Item	Description of Item	A. Other Sources of Funding	B. Medicaid Revenue	C. CDEC Funding NHVP
State Federal indirect cost rate	Negotiated indirect rate of 13.45% of MTDC.	\$0.00	\$0.00	\$70,572.31
Total Indirect		\$0.00	\$0.00	\$70,572.31
TOTAL		\$0.00	\$11,384.95	\$635,357.51



Additional Provisions

ABBREVIATIONS

- C.R.S. - Colorado Revised Statutes
- CDEC - Colorado Department of Early Childhood
- CDHS - Colorado Department of Human Services
- CFR - Code of Federal Regulations
- FAR - Federal Acquisition Regulation
- GAAP - Generally Accepted Accounting Principles
- GAE - General Accounting Encumbrance
- GSA - Federal General Services Administration
- OIT - Governor's Office of Information Technology
- SLFRF - State and Local Fiscal Recovery Funds
- SOW - Statement of Work
- U.S.C. - United States Code
- WCAG - Web Content Accessibility Guidelines

1. SERVICE PROVISIONS

- A. The Contractor shall provide the services according to the plans submitted in the "Statement of Work", attached and incorporated herein by this reference as EXHIBIT A. In all cases, the descriptions, plans, timetables, tasks, duties, and responsibilities of the Contractor as described in the SOW, shall be adhered to in the performance of the requirements of this contract. In the event of a conflict, the terms and conditions of this contract shall control over the SOW. Any significant changes to the SOW require an amendment to the contract.

2. GOALS AND OBJECTIVES

- A. The Contractor shall be responsible for the achievement of any goals and objectives as specified within the SOW (EXHIBIT A) of this contract unless written notice of any modifications is furnished by the State to the Contractor allowing adequate time for compliance during the term of this contract.

3. COPY OF SUBCONTRACT

- A. The Contractor shall provide to the State a copy of any executed subcontract between the Contractor and any provider of services to fulfill any requirements of this contract. Subcontracts shall be emailed to the CDEC Representative upon execution.

4. PAYMENT

- A. In consideration of the provision of services and reporting and subject to all payment and price provisions and further subject to verification by the State of full and satisfactory compliance with the terms of this contract, the State shall pay to the Contractor an amount not to exceed the amount specified in the Budget (EXHIBIT B), of this contract.



- B. The Contractor shall submit requests for payment to the [OnBase Invoice Submission Process](#) no less than monthly on forms prescribed and provided by the State.
- i. Link to [Frequently Asked Questions](#) about the OnBase Invoice Submission Process.
 - ii. Link to [Vendor Invoice Guidance](#)
 - a) Under this Contract, the Vendor shall submit their invoices by selecting NHVP - Nursing Home Visitor Program.
 - iii. For technical issues please contact the OnBase Administrator at CDEC_OnBase_Admin@state.co.us.
 - iv. For invoice issues, including but not limited to questions about which program to select or program manager emails to enter, please contact CDEC_Invoicing@state.co.us.
- C. Payment shall be made on a cost reimbursement basis for services rendered.
- D. It is understood any vacancy savings in the personnel category and/or any savings in any other category shall require written approval from the State prior to any redistribution of any savings by the Contractor. ANY COST SAVINGS THAT ARE REDISTRIBUTED BY CONTRACTOR WITHOUT WRITTEN APPROVAL SHALL NOT BE REIMBURSED BY THE STATE.
- E. IT IS UNDERSTOOD ANY COSTS THAT EXCEED THE CONTRACTED AMOUNT SHALL NOT BE PAID BY CDEC. If Contractor has a legitimate need for additional funds, the Contractor shall request additional funds from CDEC 60 days prior to projected depletion of contracted funds. CDEC shall review each request and notify Contractor in writing of approval or denial. Approval of additional funds shall require an official modification to the Contract by Amendment or Option Letter.
- F. Timely Invoicing - Invoices shall be submitted no later than 30 days following the last day of the month.
- End of State Fiscal Year invoices are on a compressed timeframe. Invoices for all services provided prior to June 30th shall be invoiced by July 7th. Contractors who are unable to provide the invoice by July 7th shall notify the state of the amount to be booked as accounts payable by July 13th by sending an email to [OnBase Invoice Submission Process](#). Final invoices for services prior to June 30th shall be submitted by September 14th. Invoices received after September 14th may not be paid.
- G. The Contractor shall maintain source documentation to support all payment requested pursuant to this contract. All source documentation shall be provided to the State by the Contractor upon request.
- H. It is understood that the State reserves the right to offset funds pursuant to this contract based on the discovery of overpayment or improper use of funds by the Contractor. Overpayment or improper use of funds is interpreted to apply to specific terms of prior year contracts and includes without limitation requirements of the GAAP issued by the American Institute of Certified Public Accountants, and applicable sections of the C.R.S.



- I. The State shall review monthly invoices throughout the fiscal year. If, after a number of months, the State determines the Contractor is not needing/using the funding allocated for the Contractor's work in the Contract, the State shall remove these funds from the contract budget by Option Letter for a proportional reduction of services with prior written notification to the Contractor. This provision does not allow for a reduction in the rate of pay. Additionally, the state shall have the ability to issue this option letter for a reduction, allowing the vendor to submit a revised budget for CDEC approval that aligns with the reduction within 30 days.

5. PARTICIPATION

- A. The Contractor representative(s) is required to participate in any CDEC sponsored meetings related to this contract.

6. SUPPLANTING

- A. Payments made to the Contractor under this contract shall supplement and not supplant other state, local or federal expenditures for services associated with this contract.

7. BUDGET CHANGES

- A. Contractor may request in writing adjustments to the direct costs in the current year budget (EXHIBIT B) not to exceed 15% of the total budget. Requests shall be made in the form of a written budget revision request to the appropriate program staff. Written approval for the budget revision shall be required prior to any changes to the budget related to the budget revision request. The total dollar amount of the contract budget cannot be changed as a result of the budget revision request. Budget adjustment requests over 15%, adding new expense lines, and/or changes to the total dollar amount of the budget require a formal amendment or option letter. No adjustments to the Indirect Costs portion of the budget are allowable without a formal amendment or option letter.
- B. Contractor may request in writing up to a 5% increase to the "Gross or Annual Salary" of an individual employee if a position currently listed in the contract becomes vacant and the new incoming employee shall be hired at a higher or lower salary. No increase within the salary range is authorized without prior written approval from CDEC. Adding additional staff requires an amendment or option letter to the contract. Vacancy savings cannot be used to change salary amounts for existing personnel without an amendment or option letter. Any change to personnel, including revisions to allow payments for personnel covering vacancies, requires prior written approval from CDEC staff. This process shall never change the Contract Maximum Amount. Contractor must use available unused funds from either vacancy savings or another category within the contract. The revision request may not at any time compromise the integrity of the funded program as determined by CDEC program staff.
- C. **OPTION LETTER**
 - i. Option Letter to modify existing State Contract as listed in the executed Contract as follows:



- a) The State, at its discretion, shall have the option to revise the budget over 15% to correct typographical errors; add or remove lines within the budget; increase gross or annual salary of positions listed under Personnel; revisions to personnel; changes between lines of the budget that exceed 15%; and changes to negotiated indirect rates through an Option Letter. In order to exercise this option, the State shall obtain an email agreeing to the changes and follow up with written notice to Contractor in a form substantially equivalent to the Sample Option Letter attached to this Contract, and any new rates table or exhibit shall be effective as of the effective date of that notice unless the notice provides for a different date.
- b) The Option Letter shall not be allowed for changes in the SOW.

8. TRAVEL

- A. Travel costs must be listed in Exhibit B - Budget under travel including airfare, hotel, mileage and per diem costs.
- B. Mileage shall not exceed the Federal mileage rate per <https://www.gsa.gov/travel-resources>.
- C. Per Diem shall not exceed GSA per diem rates for the area of travel per <https://www.gsa.gov/travel-resources>.
- D. Hotel rates cannot exceed any rate established for conference attendance.
- E. Usage of airfare or Out of State Travel requires pre-approval from CDEC.

9. CRITICAL INCIDENT REPORTING

- A. Within 48 hours of the occurrence of a critical incident involving any child or family and/or an on-duty agency staff member of any family support program staff funded through CDEC, the agency must report in writing the details of the critical incident to the CDEC Program Manager for the involved family support program. Critical incidents may include, but are not limited to, awareness of an egregious incident of abuse and/or neglect, near fatality, or fatality of any child currently enrolled in a family support program; involuntary termination of a program staff's employment; criminal allegations involving program staff and related to his/her employment; negative media attention about the family support program; any major injury or threat to the security of an agency staff member while on duty and visiting an enrolled child or family.

10. MANDATED REPORTING

- A. All program staff are required by law to report suspected child abuse and neglect. Mandatory reporters must report suspected child abuse and neglect to the local county child welfare agency, the local law enforcement agency, or by calling the child abuse reporting hotline system at 1-844-CO-4KIDS (1-844-264-5437).



- B. All program staff are required to take the online mandatory reporter training on the CDHS Child Welfare Training System: <https://www.coloradocwts.com/mandated-reporter-training>.

11. GENERAL ACCOUNTING ENCUMBRANCE (GAE)

- A. The funds under this GAE will be utilized for the following items:

- Nurse Family Partnership (NFP) training costs, often sites experience staff turnover in a fiscal year and they will be permitted to use the GAE to cover costs of NFP required training that was not included in their State Fiscal Year (SFY) 27 budget.
- Travel costs associated with NFP training. For example, if a site hires a new Nurse Home Visitor, and this staff member is required to attend NFP orientation, the site will be able to bill the GAE for the training registration and travel expenses for the training. Travel costs may include mileage, hotel accommodations and per diem for the staff member attending the training.
- Operational items not included in their SFY27 budget such as cell phones, tablets, laptops. Due to staff turnover, sites are to not include potential operational item expenses in their SFY27 budgets but rather utilize the GAE in order to purchase necessary items for new staff.
- Transition salaries to pay new staff during the overlap with the staff member leaving in order to provide time for adequate training. Once the original staff member leaves, the new staff member's salary would be paid against the existing line in their SFY27 budget.
- Translation and interpretation services to serve clients who are deaf or hard of hearing, and those whose primary language is not English when interpretation needs cannot be planned for in advance using their SFY27 budget.

- B. Please refer to Page 1 for the amount available under the GAE for the current fiscal year.
- C. Payment to Contractor is made from available funds encumbered and shared across multiple contractors. The State may increase or decrease the total funds encumbered at its sole discretion and without formal notice to Contractor. No minimum payment is guaranteed to Contractor. The liability of the State for such payments is limited to the encumbered amount remaining of such funds.
- D. Invoices shall be submitted separately for pre-approved expenditures.
- i. The Contractor shall submit requests for payment to [OnBase Invoice Submission Process](#).

12. GIFT CARDS



- A. To comply with CDEC policy and federal guidelines, purchasing gift cards with funds from CDEC contract funds is not allowed. Please see CFR citations 45 CFR 75.406 and 45 CFR 75.302.A for more information.

13. SAM.GOV REQUIREMENT

- A. Individuals who are excluded from participation in federal health care programs are also prohibited from participating in federal government procurement and non-procurement programs according to title 2 of the CFR §376.147 and 42 CFR part 1001, which clarifies that this applies to individuals and entities.
- B. Any individual or entity excluded from participation in Medicare, Medicaid, and other Federal health care programs under Title XI of the Social Security Act, 42 U.S.C. 1320a-7, 1320a-7a, 1320c-5, or 1395ccc, and implementing regulation at 42 CFR part 1001, will be subject to the prohibitions against participating in covered transactions, as set forth in this part and part 180, and is prohibited from participating in all Federal Government procurement programs and non-procurement programs.
- C. Contractor shall have a formal written policy regarding SAM.gov checks for all staff upon hiring and not less than annually including procedures for maintaining records of the evidence of this check.

14. ACCESSIBILITY REQUIREMENTS.

- A. All work performed must comply with all applicable provisions of §24-85-101 C.R.S., et seq., and the Accessibility Standards for Individuals with a Disability, as established by the OIT pursuant to §24-85-103 (2.5), C.R.S. and all State of Colorado technology standards related to technology accessibility and with Level AA of the most current version of the WCAG, incorporated in the State of Colorado technology standards. <https://oit.colorado.gov/standards-policies-guides/technical-standards-policies>.