



SLFRF APPLICATION

*Davis County Enhanced
Environmental Health
Database*

Requested: \$348,772.40

ARPA SCOPE OF WORK WORKSHEET

1. Overview

Federal Award Grant Name	Coronavirus State and Local Fiscal Recovery Funds (SLFRF)
Federal Assistance Listing Number	21.027
Subrecipient Name	
Subrecipient UEI	
Subaward Start Date	
Subaward End Date	
1. Amount of Federal Funds Obligated in this SOW	
2. Total Amount of ALL Federal Funds Obligated to Subrecipient from Davis County (including this SOW)	
Federal Award Agency	US Department of Treasury
Pass-through Entity	Davis County, Utah
Awarding Official	Name: Curtis Koch Title: Davis County Clerk Auditor
After Approval by Davis County Commissioners	Address: Davis County Admin Building 61 South Main Street Farmington, Utah 84025 Phone: (801) 451-3491 Email: Ckoch@co.davis.ut.us
Primary Contact	Name: Title: Contact Address: Phone: Email:

2. Expenditure Categories

Eligible Category	1. Public Health
Expenditure Category Number	1.14
Expenditure Category Name	Other Public Health Services
<p>Primarily Disadvantaged Households</p> <p>Enhancing Davis County's database system will benefit all of Davis County residents, including those populations that are disproportionately impacted communities. The database will enhance the Department's capability to capture and analyze data within these communities and if there are trends or data that demonstrate determinants of health that disproportionately impact these communities, this enhanced database may be an invaluable tool used by the Department to identify these issues, and serve as the catalyst for advocating for changes.</p>	
<p>Evidence-based practices</p> <p>NA</p>	

COVID Impact Statement

The Davis County Health Department was heavily impacted by the COVID pandemic in many ways. Specifically, we concentrated the majority of our resources on disease surveillance, education of the public and business owners, and vaccination efforts. Because of this, several priority projects were neglected.

The Health Department has needed to migrate our current environmental health software system to an upgraded version for several years. Currently, our software system is supported by the vendor but has a limited lifetime because they do not plan to enhance or upgrade it for compatibility with new operating systems as they become available. The vendor has notified us that we will need to migrate to their upgraded cloud-based system as this is the only one they are committed to supporting in future years.

The decision regarding moving forward with an upgraded system was put on hold due to the pandemic, which has created a large gap in our future plans. This delay and the ensuing increase in costs have made it difficult for the Department to fund the project.

Deploying a database with advanced and modern capabilities will help the Department be more prepared to respond to public health emergencies in the future.



3. Staffing

Provide list of staff and time commitments to be allocated to each activity in the statement of work.

Key Staff Name	Title/Activity	Time Commitment
Jay Clark	Environmental Health Division Director	
Randy Olson	Environmental Health Deputy Division Director	
Teresa Macias	Office Specialist	
Heidi Johnson	Office Specialist	
Kathy Beveridge	Accounting Technician	
Liz Carlile	Accounting Manager	
Carl Shupe	Environmental Health Scientist	

Any changes in the key personnel assigned or their general responsibilities under this project are subject to the prior approval of Davis County.

4. Performance Monitoring

Davis County will monitor the performance of the Subrecipient against goals and performance standards as stated above. Substandard performance as determined by Davis County will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by Davis County, contract suspension or termination procedures will be initiated.

Statement of Work

The contractor will provide the following services in transitioning the Davis County Health Department from its current database to the upgraded version.

Davis County, UT		
Accela Environmental Health Implementation		
ITEM	NOTES	COSTS
Analysis and Configuration	Includes 14 Record Types	\$ 107,632.00
System Outputs	Includes 13 Custom System Outputs	\$ 41,924.40
Data Conversion/Migration	Includes conversion from 1 source - EnvisionConnect	\$ 56,962.50
Interface Development	Includes interfaces with: <ul style="list-style-type: none"> • Forte (Online Payments) • Esri (GIS) • OnBase (Document Management) • LDAP with Multi-Factor Authentication (Single Sign-On) 	\$ 14,256.90
Training	Includes 20 Hours	\$ 3,472.00
UAT		\$ 11,110.40
Go-Live	Includes 3 separate Go-Lives	\$ 12,499.20
Post Go-Live Support	Includes support for 60 calendar days immediately following Go-Live	\$ 20,832.00
Project Management		\$ 70,561.00
TOTAL WITHOUT TRAVEL		\$ 339,250.40
OPTIONAL:		
Travel	Estimated 2 trips; billed at cost	\$ 6,000.00
Ongoing As Needed Support	Post implementation; Per Hour Rate	\$ 173.60

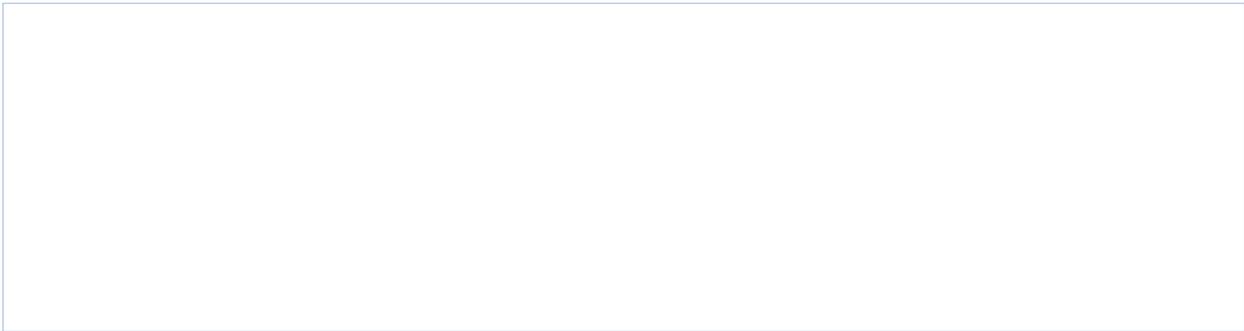
Description of population to receive assistance

This project will benefit the entire Davis County community, including those populations that are disproportionately impacted. The primary beneficiary of this project is the Davis County Health Department because the enhanced database will better prepare the Department to carry out their charge to protect public health and better prepare the Department to respond to public health emergencies, such as the recent Covid-19 pandemic. This database will better equip the Department to serve the public and pass information to those we regulate so this is where the entire county will be benefitted by this project.

Description of process to ensure disadvantaged households are provided access to project

As part of this project the Department hopes to make health information more easily shareable with all, including those from disadvantaged households. As part of the project the Department will make email communication, inspection reports, and permit information more easily shareable and accessible to all county residents.

Physical location where assistance will be provided	Davis County Health Department
Geographic Service Area(s)	Davis County.
<p>Project Outline</p> <p>The contractor will work hand in hand with the Davis County Health Department one work flow and program at a time until the completion of all the work. The project will start immediately upon signing of the contract and should mostly be completed within one year. This will consist analysis and configuration, system outputs, data migration and conversion, establishing desired interfaces, training and ongoing support.</p>	
<p>Project Outcome</p> <p>This project will provide the Davis County Health Department with a modernized, supported environmental health database which will help prepare the Department to better collect and analyzed data, and more easily disseminate information to the public, including those populations that are disproportionately impacted.</p>	



5. Schedule/Timeline

Timeline reflect the time from the start to end of subaward date.

Budget calculations should match figures in budget table.

	3Q2023	4Q 2023	1Q 2024	2Q 2024
Activities	Analysis & Configuration	Analysis & Configuration	System Outputs	Data Conversion / Migration
Budget Expenditures (SOW funding source only)	Combined with Q4 2023	\$107,632.00	\$41,924.40	\$56,962.50

	3Q 2024	4Q 2024	CY 2025	CY 2026
Activities	Interfaces	UAT	Training, Travel, & Support	Project Management Completion
Budget Expenditures (SOW funding source only)	\$14,256.90	\$11,110.40	\$46,275.2	\$70,561.00

**This total includes the estimated travel cost and an estimated 20 hours of additional ongoing support.*

List all obligated funding sources individually and funding amounts for this project.

Funding Sources	Amount	Notes
ARPA	\$348,772.40	

6. Budget Non-Construction

	ARPA	Other Federal Grants	State Funding	Local Funding, Grants, Donations	Other
Personnel					
Fringe Benefits					
Travel					
Supplies					
Contractual	\$348,722.40				
Construction					
Other (specify)					
Indirect Charges					
Program Income					

7. Budget Construction

	ARPA	Other Federal Grants	State Funding	Local Funding, Grants, Donations	Other
Administration and legal expenses					
Land, structures, rights-of-way, appraisals, etc.					
Relocation expenses and payments					
Architectural and engineering fees					
Project inspection fees					
Site work					
Demolition and removal					
Construction					
Equipment					
Miscellaneous					
Contingencies					
Project (program) income					