

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan  
District I

Douglas B. Monger  
District II

M. Elizabeth Melton  
District III

## Commissioners' Daily COVID-19 Agenda

May 8, 2020

LIVE AUDIO WILL BE AVAILABLE BY CALLING 1 (669) 900-6833.

MEETING ID: 522 308 0487

PASSWORD: 522

The Routt County Board of County Commissioners or Board of Health may enter executive session pursuant to C.R.S. 24-6-402(4)(b) to receive legal advice related to specific legal questions concerning Routt County's COVID-19 response.

### 1. 10:30 A.M. CALL TO ORDER

### 2. WEEKLY UPDATE FROM EMERGENCY OPERATIONS DIRECTOR

David DeMorat, County Emergency Operations Director, will give a weekly update on the COVID-19 crisis to the Board of Commissioners.

### 3. COMMUNICATIONS

Jason Nettles, Emergency Communications Manager

#### EVERBRIDGE/ROUTT COUNTY ALERTS RENEWAL

Consideration to approve the amendment to the existing Everbridge agreement and for the chair to sign the amendment and quote document with Everbridge, Inc. in the amount of \$12,495.

#### Documents:

[BCC ACF 2020 COMMUNICATIONS EVERBRIDGE CONTRACT RENEWAL.PDF](#)  
[EVERBRIDGE RENEWAL 2020.PDF](#)

#### COVID-19 SPENDING AUTHORITY FOR THE ROUTT COUNTY OFFICE OF EMERGENCY MANAGEMENT

Consideration to approve post-disaster declaration spending authority not to exceed \$250,000 subject to County Manager approvals and weekly reporting to the Board.

#### Documents:

[BCC ACF.EMERGENCY SPENDING AUTHORITY.PDF](#)  
[FINANCE REPORT 05 08 2020.PDF](#)

### 4. COVID-19 WORK SESSION

The Commissioners will address critical items for regular county and emergency operations related to the COVID-19 pandemic. Action may be taken and direction to staff may be given in relation to any of these items.

### 5. PUBLIC COMMENT

Public Comment will be heard on any item except quasi-judicial land use items. County Commissioners will take public comment under consideration

but will not make any decision or take action at this time.

1. DUE TO THE CURRENT PANDEMIC, THE COUNTY COMMISSIONERS REQUEST CITIZENS ATTEND THE MEETINGS VIA PHONE. Because public access to the Courthouse has been curtailed we request public comment be submitted in writing to [bcc@co.routt.co.us](mailto:bcc@co.routt.co.us). Public comments will be entered into the record. Please indicate in the subject line of your message that it is public comment and reference the agenda item to which it relates.

**6. 1:00 P.M. MEETING ADJOURNED**

LIVE AUDIO WILL BE AVAILABLE BY CALLING 1 (669) 900 6833.  
MEETING ID: 522 308 0487  
PASSWORD: 522

All programs, services and activities of Routt County are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.

# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

<b>ITEM DATE:</b> <span style="color: red;">May, 2020</span>	<b>ITEM TIME:</b>
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<b>FROM:</b>	Jason Nettles
<b>TODAY'S DATE:</b>	<span style="color: red;">April 30, 2020</span>
<b>AGENDA TITLE:</b>	2020 Communications Everbridge Contract Extension Amendment

<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>	
<input checked="" type="checkbox"/> <b>ACTION ITEM</b>	
<input type="checkbox"/> <b>DIRECTION</b>	
<input type="checkbox"/> <b>INFORMATION</b>	

<b>I. DESCRIBE THE REQUEST OR ISSUE:</b>
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<p>Consideration for the Board of County Commissioners to approve the extension/renewal of original agreement with Everbridge, Inc. The amendment will extend the agreement through June, 2023.</p>
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<b>II. RECOMMENDED ACTION:</b>
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<p>Motion to approve the amendment to the existing Everbridge agreement and for the chair to sign the amendment and quote document with Everbridge, Inc. in the amount of \$12,495.</p>
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<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>
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<b>PROPOSED REVENUE:</b> N/A
<b>PROPOSED EXPENDITURE:</b> \$12,495 annually.
<b>FUNDING SOURCE:</b> Communications Fund

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<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>
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N/A
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# ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA COMMUNICATION FORM

### V. BACKGROUND INFORMATION:

Routt County entered into an agreement with Everbridge, Inc. to be the provider for our Public Alert and Warning System (Routt County Alerts) in June, 2017. The original agreement included a 3-year term, which included guaranteed pricing for each of the 3 years. That agreement expires June, 2020. Everbridge has been a good partner and have provided exceptional service and support throughout the last 3 years. Everbridge has changed their pricing model from the original agreement. However, Routt County could increase our system usage by roughly 80 percent, without any additional costs.

Since Everbridge has been a responsive service provider, and in order to secure guaranteed pricing, we recommend approval of the amendment to the original contract document for an additional 3-year term. \$13,150 was budgeted and approved in the 2020 e911 budget for this purpose.

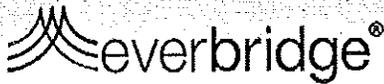
### VI. LEGAL ISSUES:

The quote and contract extension amendment document has been reviewed and approved by the County Attorney.

### VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

### VIII. SUMMARY AND OTHER OPTIONS:



155 North Lake Avenue, Suite 900  
Pasadena, CA 91101 USA

tel: +1-818-230-9700  
fax: +1-818-230-9505

www.everbridge.com

## Quotation

**Prepared for:**

Jason Nettles  
Routt County Communications  
2025 Shield Drive  
Steamboat Spgs CO 80487  
United States  
Ph: 9708705531  
Fax:  
Email: jnettles@co.routt.co.us

**Quote #:** Q-43474  
**Date:** 3/17/2020  
**Expires On:** 6/15/2020  
**Confidential**

**Salesperson:** Lindsay Rogers  
**Phone:** (818) 230-9585  
**Email:** lindsay.rogers@everbridge.com

**Contract Summary Information:**

**Contract Period:** 36 Months  
**Contract Start Date:** 6/20/2020  
**Contract End Date:** 6/19/2023

**Contact Summary:**

Household Count:	9,266
Employee Count:	

**Year 1**

QTY	DESCRIPTION	PRICE
1	Mass Notification Pro	USD 12,495.90
<b>Year 1 TOTAL:</b>		USD 12,495.90

**Year 2**

QTY	DESCRIPTION	PRICE
1	Mass Notification Pro	USD 12,495.90
<b>Year 2 TOTAL:</b>		USD 12,495.90

**Year 3**

QTY	DESCRIPTION	PRICE
1	Mass Notification Pro	USD 12,495.90
<b>Year 3 TOTAL:</b>		USD 12,495.90

APPROVED AS TO FORM  
ROUTT COUNTY ATTORNEY'S OFFICE  
By: PK Date: 4/30/20

Setup

QTY	DESCRIPTION	PRICE
1	Calculated Set Up Fee	USD 0.00
<b>Setup TOTAL:</b>		USD 0.00

**Pricing Summary:**

Year One Fees:	USD 12,495.90
One-time Implementation and Setup Fees:	USD 0.00
Professional Services:	USD 0.00
<b>Total Year One Fees Due:</b>	<b>USD 12,495.90</b>

**Ongoing Fees:**

Year Two Fees:	USD 12,495.90
Year Three Fees:	USD 12,495.90

**Messaging Credit Allowance:**

Year One:	2,000,000
Year Two:	2,000,000
Year Three:	2,000,000

1. Quote subject to the terms and conditions of the Master Services Agreement, including any amendments, executed between Everbridge, Inc. and the customer listed above.
2. Messaging Credits listed above can be used for Notifications and expire at the end of each year. Consumption of Messaging Credits in excess of these amounts in any year will incur additional charges
3. Subject to sales taxes where applicable.
4. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Master Service Agreement.

1. Quote subject to the terms and conditions of the Master Services Agreement, including any amendments, executed between Everbridge, Inc. and the customer listed above.
2. By signing this Quote you represent that you read, understand and agree that the Exhibit A to the current service agreement executed between Everbridge Inc. and the customer listed above shall be deleted and replaced in its entirety with the Exhibit A included with this Quotation.
3. Messaging Credits listed above can be used for Notifications and expire at the end of each year. Consumption of Messaging Credits in excess of these amounts in any year will incur additional charges
4. Subject to sales taxes where applicable.
5. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override negotiated language of the Everbridge Inc. Master Service Agreement.

Authorized by Everbridge:

Signature:

Date:

\_\_\_\_\_

Name (Print):

Title:

\_\_\_\_\_

\_\_\_\_\_

To accept this quote, sign, date and return:

Signature:

Date:

\_\_\_\_\_

Name (Print):

Title:

\_\_\_\_\_

\_\_\_\_\_

155 North Lake Avenue, Suite 900  
 Pasadena, CA 91101 USA  
 Tel: +1-818-230-9700  
 Fax: +1-818-230-9505

THANK YOU FOR YOUR BUSINESS!

**EXHIBIT A**  
**Additional Business Terms**

*The following additional business terms are incorporated by reference into the Agreement as applicable based on the particular products and services described on the Quote.*

**If Client Is Ordering Nixle® Products or Community Engagement:**

1. Client grants to Everbridge a non-exclusive, royalty free, worldwide and perpetual right and license (including sublicense) to (a) use, copy, display, disseminate, publish, translate, reformat and create derivative works from communications Client sends through the Solutions or www.nixle.com for public facing communications to citizens, other public groups and public facing websites, including social media (e.g., Google®, Facebook®) (collectively, "Public Communications"), (b) use and display Client's trademarks, service marks and logos, solely as part of the Public Communications to Contacts who have opted in to receive those Communications, and on other websites where Everbridge displays your Public Communications, as applicable, and (c) place a widget on Client's website in order to drive Contact opt-in registrations. Client further acknowledges and agrees that all personal information from individuals registering through such widget or a Nixle branded website is owned expressly by Everbridge and such information will be governed by the applicable Privacy Policy.

**If Client Is Ordering Everbridge Suite or Nixle® Branded Products:**

1. **Messaging Credits.** The Solutions include units of usage ("Messaging Credits") for communications sent by Client through the Solutions to multiple Contacts via one or more communication paths ("Notifications"). No Messaging Credits shall be required to send Notifications by push notification (Everbridge mobile application), by email or by pager. If Client's use of the Solutions exceeds the amount of Messaging Credits allocated to the account or previously purchased, Client shall pay for such overages and charges back to the date they were incurred. Unused Messaging Credits expire at the end of the annual billing period under the applicable Quote and are not refundable. Additional Messaging Credits may be purchased separately.
2. **Usage.** Messaging Credits shall be applied per Notification sent by Client through the Solutions. A single Notification is defined as follows:
  - **SMS Text messages:**
    - For messages that contain only GSM characters, each 153 characters or portion thereof.
    - For messages that contain any non-GSM characters, each 67 characters or portion thereof.
    - GSM characters include only characters in the GSM 7-bit default alphabet.
    - Character limits for SMS Text messages are determined by telecommunication providers. Everbridge reserves the right to change the length of a single SMS Text message if telecommunication providers update these amounts.
  - **Voice messages or Conference Voice:** One minute or portion of a minute of the voice message, calculated on a cumulative basis per month, per destination country.
  - **TTY:** One minute per TTY message.
  - **Fax:** Per page transmitted.
3. **Role-based Limits.** If Client exceeds any role-based limits (such as the number of Contacts, Resolvers or authorized users of a Solution) set forth on the applicable Quote, Client shall pay for such additional role-based numbers as of the date that the overage began. Payment shall be at the role-based number rate in the Quote and shall be paid for the duration of the term of such Quote.
4. **Other Usage Limits.** If the applicable Quote sets forth any geographic, departmental, entity-based or other limitation on usage of the Solutions, then Client's use of the Solutions is expressly limited to Contacts who are based in such geographic area, department or entity or who otherwise meet the usage limitation criteria specified in the Quote. Client's use of the Solutions with any Contacts who are not included within such limitations shall constitute a material default under this Agreement and shall subject such Client to additional charges for such unauthorized usage.
5. **Data Feeds.** Client shall not use any automated device, computer program, software, tool, algorithm, bot or similar process to mine or systematically scrape or extract data from any of the products, except as authorized in writing by Everbridge. Notwithstanding anything to the contrary in this Agreement, to the extent that Client has purchased or accesses Data Feeds, the content such feeds are provided solely on an "AS IS" and "AS AVAILABLE" basis and Everbridge disclaims any and all liability of any kind or nature resulting from (a) any inaccuracies or failures with respect to such Data Feeds or (b) any actions taken by Client as a result of its use of the Solutions or its content. All Data Feeds are provided solely as a convenience and do not constitute an endorsement by Everbridge. The sole and exclusive remedy for any failure, defect, or inability to access the content of such Data Feed shall be to terminate the Data Feed with no further payments due. "Data Feed" means data content or websites licensed or provided by third parties to Everbridge and supplied to Client in connection with the Solution (e.g., real time weather system information and warnings, 911 data, third party maps, and situational intelligence) or publicly-available information that Client accesses on the Internet while using the Services.

Clients purchasing Visual Command Center or Signal products further agree that they will comply with the Data Feed Terms and Conditions found at <https://www.everbridge.com/wp-content/uploads/Data-Feed-Terms-and-Conditions-Oct-2019.pdf>.

6. **Resident Connection Data.** If a Client is a governmental entity and is purchasing Resident Connection Data, Everbridge provides to Client a limited, non-exclusive, non-transferable, non-sublicensable, right to use mobile, landline and VoIP telephone records ("**Resident Connection Data**") in connection with emergency notifications sent through the Everbridge Solutions. Resident Connection Data is Confidential Information of Everbridge and is subject to the confidentiality obligations in Section 7 and the license restrictions in Section 6.2 of this Agreement. Unless provided herein, Resident Connection Data is owned expressly by Everbridge and rights to use such data terminates upon the termination or expiration of this Agreement.
7. **Incident Management/IT Alerting.** If a Client is purchasing the Incident Management or IT Alerting Solution, (a) Clients may only designate the number of Users set forth on the Quote, and such individuals shall only have the access rights pursuant to such designation and role; (b) "Incident Administrators" are authorized by Client as an administrator for the Incident Management or IT Alerting Solution components and are typically responsible for the configuration of IT Alerting as well as managing and reporting on Incidents ; (c) "Incident Operators" are authorized by Client as an operator of the Incident Management or IT Alerting Solution and are typically responsible for launching/managing Incidents; and (d) "Group Managers" shall have the ability to build, manage and/or participate in on-call schedules to receive IT related notifications. Everbridge may limit or throttle Client's automated use of the Incident Management or IT Alerting Solution in order to protect the stability and security of the Solution.
8. **Secure Messaging.** If a Client is purchasing peer to peer secure messaging solutions ("**Secure Messaging**"), Everbridge shall comply with all applicable privacy laws, including in the United States, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act ("**HITECH Act**"), the Gramm-Leach-Bliley Act, and the Fair Credit Reporting Act, as applicable based on solution purchased. For clients based in the United States, our Secured Messaging products for healthcare are subject to our Business Associate Agreement, available at <https://www.everbridge.com/wp-content/uploads/2015/07/Business-Associate-Form-lkd-v1-7.7.15.pdf>, which is incorporated and made a part of this Agreement. Client acknowledges and agrees that Secure Messaging solutions are intended to deliver non-critical, non-emergency messages between users as a convenience to facilitate communications and are not intended for or suitable for use in situations where a failure or time delay of, or errors or inaccuracies in, the content, data or information provided through the services could lead to death, personal injury or property damage.

#### **Non-Emergency Messaging**

1. If Client is using the solution to send non-emergency calls, text messages or emails to consumers, Client expressly agrees to comply with applicable consumer protection laws, including in the United States, the Telephone Consumer Protection Act of 1991, including its implementing regulations, and in the CAN-SPAM Act of 2003, and any other similar laws and regulation (collectively, "**Consumer Protection Law**"). Client shall not violate these or others applicable laws and warrants that it shall receive express consent from Contacts if its messages fall within these Consumer Protection Laws. Client shall defend, indemnify and hold Everbridge harmless from any violation by Client of Consumer Protection Law. Client further agrees that any marketing or sales related text messages will comply with the policies and guidelines of the Mobile Marketing Association found at <http://mmaglobal.com/policies/code-of-conduct>.



**SYSTEM INCLUSION**

**EVERBRIDGE MESSAGING CREDITS**

For the Critical Event Management, Mass Notification, Safety Connection, IT Alerting, Crisis Management and Community Engagement Solutions, Clients will have access to an annual allowance of Messaging Credits that can be used for Notifications. The specific number of Messaging Credits are included on the product Quote and are applied per Notification according to the table below.

Unused Messaging Credits (including any additional purchased credits) expire at the end of the annual contract period under the applicable Quote and are not refundable. If Client exceeds the annual allowance of Messaging Credits allocated to the account or previously purchased, then Client shall pay for such overages and charges back to the date they were incurred.

Messaging Credits shall be calculated and consumed as follows:

Message Modality	Email	Push Notification	Pager	Voice	SMS Text	Conference Voice	TTY	FAX
Unit of Measure	per email sent	per mobile app notification	per pager message sent	per minute of the voice call	per SMS message	per minute of the voice call	per TTY message	per page sent
REGION 1: NORTH AMERICA	free	free	free	10	5	10	100	100
REGION 2: EUROPE	free	free	free	40	30	40	100	100
REGION 3: SOUTH AMERICA	free	free	free	190	40	190	100	100
REGION 4: AFRICA	free	free	free	400	50	400	100	100
REGION 5: ASIA	free	free	free	70	30	70	100	100
REGION 6: OCEANIA	free	free	free	100	40	100	100	100
REGION 7: MIDDLE EAST	free	free	free	170	30	170	100	100

A single Notification consists of:

- SMS Text:
  - For messages that contain only GSM characters, each 153 characters or portion thereof.
  - For messages that contain any non-GSM characters, each 67 characters or portion thereof.
  - GSM characters include only characters in the GSM 7-bit default alphabet.
- Voice or Conference Voice: One minute or portion of a minute of the voice message, calculated on a cumulative basis per month, per destination country.
- TTY: Per TTY call.
- Fax: Per page transmitted.

For example:

- SMS Notification (containing 100 GSM characters) sent to 100 contacts in the United States would consume 500 Messaging Credits (100 contacts \* 1 Notification/contact \* 5 Messaging Credits per US SMS message).
- Voice Notification (Each message = 30 seconds) sent to 500 contacts in France would consume 10,000 Messaging Credits (500 contacts \* 30 seconds = 250 minutes of calls \* 40 Messaging Credits per European Voice Call).
- SMS Notification (containing 200 GSM characters) sent to 250 contacts in India and 2000 contacts in the United States would consume 35,000 Messaging Credits (250 contacts \* 2 Notifications/contact \* 30 Messaging Credits per Asian SMS message = 15,000 Messaging Credits) + (2000 contacts \* 2 Notifications/contact \* 5 Messaging Credits per US SMS message = 20,000 Messaging Credits)

*System Inclusion Sheet may be updated by Everbridge with at least thirty (30) days' prior written notice to Client via the Everbridge Client Portal. For a full product description, along with best practices and product details please see the Everbridge User Guide and Everbridge University.*



**ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA COMMUNICATION FORM**

<b>ITEM DATE:</b> 5/8/2020	<b>ITEM TIME:</b>

<b>FROM:</b>	David "Mo" DeMorat
<b>TODAY'S DATE:</b>	5/4/2020
<b>AGENDA TITLE:</b>	COVID-19 Spending Authority for the Routt County Office of Emergency Management.

<b>CHECK ONE THAT APPLIES TO YOUR ITEM:</b>	
<input checked="" type="checkbox"/> <b>ACTION ITEM</b>	
<input type="checkbox"/> <b>DIRECTION</b>	
<input type="checkbox"/> <b>INFORMATION</b>	

<b>I. DESCRIBE THE REQUEST OR ISSUE:</b>
The Office of Emergency Management (OEM) is requesting post-disaster declaration spending authority related to the ongoing COVID-19 emergency response.

<b>II. RECOMMENDED ACTION (<i>motion</i>):</b>
Request the Board of County Commissioners consider a motion to approve post-disaster declaration spending authority not to exceed \$250,000 subject to County Manager approvals and weekly reporting to the Board.

<b>III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):</b>
<b>PROPOSED REVENUE (<i>if applicable</i>): \$ 75% of eligible expenses-reimbursed by FEMA</b>
<b>CURRENT BUDGETED AMOUNT: \$0</b>
<b>PROPOSED EXPENDITURE: \$250,000</b>
<b>FUNDING SOURCE: General Fund</b>
<b>SUPPLEMENTAL BUDGET NEEDED: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></b>

<i>Explanation:</i> A supplemental budget request will be required. It is proposed that such request will be processed when all non-appropriated expenditures have been determined.
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<b>IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):</b>



**ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA COMMUNICATION FORM**

**V. BACKGROUND INFORMATION:**

The Routt County Emergency Operations Plan (EOP), as adopted by the Board, provides the Emergency Operations Director (EOD) with the authority to conduct emergency operations on behalf of Routt County. As relevant to this request, the EOP provides the EOD with spending authority on a pre-disaster declaration and post-disaster declaration basis. Pre-declaration spending is limited to \$10,000 per single purchase and \$100,000 total for all purchases for a single event without pre-approval from the County Manager’s Office or the BCC. Where post-declaration spending authority is concerned, the EOP states that “additional direction and guidance will be provided to the [EOD] by the BCC or County Manager’s Office on emergency spending limits and processes.”

The Routt County Disaster Declaration was adopted on March 13, 2020. The following summary is offered as justification for this spending authority request. Please see attached Financial Report for details.

Pre-declaration expenditures	\$2,626.50	
Post-declaration expenditures	\$130,890.75	total \$133,517.25
Expected add’l expenditures	\$116,483.00	
<b>TOTAL</b>	<b>\$250,000</b>	

OEM requests approval of the above amounts. OEM will continue to seek approvals from the BCC and/or County Manager and provide weekly updates of emergency expenditures as required by the EOP and Purchasing Manual.

OEM will work with the Accounting Department to reconcile all expenditures, determine what amounts are subject to a supplemental budget request, and submit a request when final amounts are determined. The below statute provides the authority for emergency appropriation. It also requires a certification of the supplemental budget resolution to the Division of Local Government in the Department of Local Affairs.

**VI. LEGAL ISSUES:**

C.R.S. § 29-1-111 states that “In cases of emergency which could not have been reasonably foreseen at the time of adoption of the budget, the governing body may authorize the expenditure of funds in excess of the appropriation by ordinance or resolution duly adopted by a majority vote of such governing body at a public meeting. Such ordinance or resolution shall set forth the facts concerning such emergency and shall be documented in detail in the minutes of the meeting of such governing body at which such ordinance or resolution was adopted. A certified copy of such ordinance or resolution shall be filed with the division.”

**VII. CONFLICTS OR ENVIRONMENTAL ISSUES:**



**ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS**  
**AGENDA COMMUNICATION FORM**

**VIII. SUMMARY AND OTHER OPTIONS:**

The OEM is requesting post-declaration spending authority for costs associated with the ongoing local COVID-19 pandemic response. When appropriate, a supplemental budget resolution will be presented to the Board and certified to the Department of Local Affairs pursuant to state law.

Routt County Emergency Operations  
COVID-19

Updated 5/8/20

2020 March/April

	Vendor	Descriptions	Details	Known	Anticipated	Possible		
<b>Contractors</b>								
	Robin Schepper	PIO Manager	\$50/hr 8 wks appr	\$	5,400.00 *	\$	1,050.00	4/1/20 Inv 8 wk salary
	Robin Schepper	PIO Manager	\$50/hr 8 wks appr	\$	11,550.00 *			5/1 Inv
	Jenny Campbell	Epidemiological	\$29/hr + \$300 Ins	\$	1,811.58 *	\$	2,972.74	4/1/20 Inv 8 wk salary
	Jenny Campbell	Epidemiological	\$29/hr + \$300 Ins	\$	2,519.10 *			4/15/20 Inv
	Jenny Campbell	Epidemiological	\$29/hr + \$300 Ins	\$	2,276.58 *			4/30/20 Inv
	PH- Nurses	Traveling	Julie Scholl	\$	1,306.00 *	\$	12,529.50	3/8-14/20 8 wks x 40/wk @ \$67/hr
	PH- Nurses	Traveling	Julie Scholl	\$	1,842.50 *			3/15-21/20
	PH- Nurses	Traveling	Julie Scholl	\$	1,574.50 *			3/22-28/20
	PH- Nurses	Traveling	Julie Scholl	\$	2,345.00 *			3/23-4/2/20
	PH- Nurses	Traveling	Julie Scholl	\$	2,278.00 *			4/5-11/20
	PH- Nurses	Traveling	Julie Scholl	\$	837.50 *			4/12-18/20
	PH- Nurses	Traveling	Julie Scholl	\$	1,005.00 *			4/19-25/20
	PH- Nurses	Traveling	Sheila Schoeberlein	\$	1,021.75 *	\$	14,874.00	4/5-11/20 8 wks x 40/wk @ \$67/hr
	PH- Nurses	Traveling	Sheila Schoeberlein	\$	2,998.25 *			4/12-18/20
	PH- Nurses	Traveling	Sheila Schoeberlein	\$	2,546.00 *			4/19-25/20
	PH- Nurses	Traveling	Jessica Baker	\$	402.00 *			3/29-4/2 8 wks x 24/wk @ \$67/hr
	PH- Nurses	Traveling	Jessica Baker	\$	988.25 *	\$	7,303.00	4/5-11/20
	PH- Nurses	Traveling	Jessica Baker	\$	2,077.00 *			4/12-18/20
	PH- Nurses	Traveling	Jessica Baker	\$	2,093.75 *			4/19-25/20
	Slate Communication:Website Design			\$	6,218.75 *			Inv #2145 3/31/2020
	Chief Wisecup	EOC- ESF#4 Lead	3/9-26/20	\$	5,844.22 *			169 hrs \$56.74/hr
	Chief Wisecup	EOC- ESF#4 Lead	3/27-4/12/20	\$	5,447.04 *			42 hrs \$56.74/hr
	Chief Wisecup	EOC- ESF#4 Lead	4/13-15/20	\$	1,078.06 *			\$56.74/hr
	Chief Wisecup	EOC- ESF#4 Lead	4/16-30/20	\$	2,042.64 *			\$56.74/hr
	Best Cleaning ComparRC Bldg & Vehicle			\$	1,000.00 *	\$	2,000.00	
	4/26 Howelsen			\$	1,000.00 *			
	Go Alpine	Transport Svcs		\$	1,250.00 *			
<b>Personal</b>	Routt County	Overtime only	3/1-15/2020	\$	23,645.00 *			
	Routt County	Overtime only	3/16-29/2020	\$	13,538.00 *			
	Routt County	Overtime only	3/30-4/12/2020	\$	7,940.00			estimate
	<b>Subtotal</b>			\$	<b>115,876.47</b>	\$	<b>40,729.24</b>	
<b>Supplies</b>								
<b>Medical</b>								
	Fischer Scientific	Swabs	500 ct			\$	2,640.00	Double check on Delivery Status- pass on to Kari L



Sysco	Water-bottled		\$	506.46 *
Sign-Up	Scheduling Program		\$	19.98 *
Zoom	Teleconferencing		\$	211.12 *
DocuSign	Electronic Signatures		\$	270.00 *
Emy K- City Mkt	Food for EOC		\$	79.57 *
Walmart	File box for Doc Box		\$	6.88 *
Facebook	PIO FB push		\$	120.00
Ace	Ring Video		\$	179.99 *
Amazon	Memory cards	4 ea	\$	79.11 *
Tuck Comm	COVID Hotline		\$	288.75 *
Integrated Communit	Translation Services		\$	1,471.90 *-
Taco Cabo	Food for Testing Site		\$	139.15 -
Mallory Safety	RCSO Riot Filters			857.54*
C Polman-Walmart	Printers		\$	85.78 *
C Polman-Walmart	Printers		\$	74.56 *
Verizon	Overage- Call Center & EH		\$	135.64 *
	<b>Subtotal</b>		<b>\$</b>	<b>5,842.37</b>

Delivered 3/19/20      Inv 359145498  
 Uploaded 3/15/20  
 3/18-31/20 12 Inv @ \$16.24  
 3/31/20 #73281831  
 Delivered 4/5/20  
 Purchased 4/3/2020  
 Purchased 4/3/2020  
 Purchased 3/19/20  
 Delivered 3/24/20      Order # 1VD1-W1Q4-PRL1  
 Installed 3/27  
 4/7/2020      Inv #1101  
 4/18/2020

**Medical Surge**

Walmart	Beds & Frames	20 frames & 19 Mattresses	\$	2,435.96 *
Amazon	Beds & Frames	5 ea	\$	779.28 *
Walmart	Mattress Pads	12 ea	\$	59.64 *
Walmart	Mattress Pads	10 ea	\$	49.70 *
Walmart	Beds & Frames	20 ea	\$	2,893.95 *
Walmart	Beds & Frames	5 ea	\$	607.85 *
Walmart	Mattress Pads/Linen	6 pads & 4 flats	\$	42.33 *
Walmart	Mattress	1 ea	\$	72.99 *
LE- Lightening ForeveL	Lanterns	40 ea	\$	140.59 *
	<b>Subtotal</b>		<b>\$</b>	<b>7,082.29</b>

Delivered 4/7/20      Order # 3602013075707  
 Delivered 3/30/20  
 Picked up 3/30/2020  
 Delivered 4/7/20      Order # 3692028-457804  
 Delivered 4/15      order # 3692028044237  
 Delivered 4/17  
 Delivered 4/13      Order # 1000134077

**Sanitizing**

Mid America Research	Disinfectant	8 gals B&P	\$	275.20 *
Green Co	MicroFiber Cloths	21 ea B&P	\$	20.58 *
Green Co	Hand Sanitizer	12 ea B&P	\$	64.20 *
Mid America Research	Disinfectant/Dispens	4 & 2 ea B&P	\$	660.87 *
Green Co	Hand Sanitizer	48 & 24 ea B&P	\$	432.72 *
Green Co	Hand Sanitizer	72 ea R&B	\$	385.20 *
Green Co	Barbicide Wipes	12 ea R&B	\$	278.16 *
Green Co	Gloves	48 ea	\$	52.59 *
Green Co	Spray Bottles	6 ea R&B	\$	19.74 *
Green Co	Barbicide Wipes	8 ea B&P	\$	185.44 *
Stmbt Lumber	RCSO Wipes		\$	41.93 *
Bob Barker Co	Dention PPE		\$	388.20 *
Quill	Dention Disinfectant		\$	49.98 *
Quill	Dention Disinfectant		\$	30.76 *
Quill	Dention Disinfectant		\$	30.76 *
Quill	Dention Disinfectant		\$	30.76 *
Quill	Dention Disinfectant		\$	26.76 *
Green Co	R&B Wips		\$	39.66 *
Hayden Merc	R&B Disinfectant		\$	17.97 *

Delivered 3/13      Inv 0691033-IN  
 Delivered 3/19      Inv 168761  
 Delivered 3/13      Inv 168411  
 Delivered 3/16      Inv 0691345-IN  
 Delivered 3/13      Inv 168412  
 Delivered 3/23      Inv 168871  
 Delivered 3/24      Inv 168924  
 Delivered 3/23      Inv 168860  
 Delivered 3/26      Inv 169037  
 Delivered 3/27      Inv 169105

Ordered 3/10- Pre Declare  
 Ordered 3/9- Pre Declare  
 Ordered 3/9- Pre Declare  
 Ordered 3/9- Pre Declare  
 Ordered 3/9- Pre Declare

MJK Sales & Feed	R&B Disinfectant	\$	11.16	*
Walmart	RCSO Hand Sanitizer	\$	40.70	*
Bob Barker Co	Dention PPE	\$	518.87	*

<b>Subtotal</b>	<b>\$</b>	<b>3,602.21</b>
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**Unknown Details**

<b>Subtotal</b>	<b>\$</b>	<b>-</b>
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<b>Totals</b>	<b>\$</b>	<b>149,460.05</b>	<b>\$</b>	<b>52,454.24</b>	<b>\$</b>	<b>-</b>
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<b>Grand Total</b>	<b>\$</b>	<b>201,914.29</b>
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- Product/Invoice recieved  
 \* Invoice Paid

Routt County Emergency Operations  
COVID-19

Updated 5/2/20

2020 March/April

	Vendor	Descriptions	Details	Known	Anticipated	Possible		
<b>Contractors</b>								
	Robin Schepper	PIO Manager	\$50/hr 8 wks appr	\$ 5,400.00 *	\$ 12,600.00		4/1/20 Inv	8 wk salary
	Jenny Campbell	Epideimiogical	\$29/hr + \$300 Ins	\$ 1,811.58 *	\$ 5,249.32		4/1/20 Inv	8 wk salary
	Jenny Campbell	Epideimiogical	\$29/hr + \$300 Ins	\$ 2,519.10 *			4/15/20 Inv	
	PH- Nurses	Traveling	Julie Scholl	\$ 1,306.00 *	\$ 14,372.00		3/8-14/20	8 wks x 40/wk @ \$67/hr
	PH- Nurses	Traveling	Julie Scholl	\$ 1,842.50 *			3/15-21/20	
	PH- Nurses	Traveling	Julie Scholl	\$ 1,574.50 *			3/22-28/20	
	PH- Nurses	Traveling	Julie Scholl	\$ 2,345.00 *			3/23-4/2/20	
	PH- Nurses	Traveling	Julie Scholl	\$ 2,278.00 *			4/5-11/20	
	PH- Nurses	Traveling	Sheila Schoeberlein	\$ 1,021.75 *	\$ 20,418.25		4/5-11/20	8 wks x 40/wk @ \$67/hr
	PH- Nurses	Traveling	Jessica Baker	\$ 402.00 *			3/29-4/2	
	PH- Nurses	Traveling	Jessica Baker	\$ 988.25 *	\$ 11,473.75		4/5-11/20	8 wks x 24/wk @ \$67/hr
	Slate Communication:Website Design			\$ 6,218.75 *			Inv #2145	3/31/2020
	Chief Wisecup	EOC- ESF#4 Lead	3/9-26/20	\$ 5,844.22 *			169 hrs	\$56.74/hr
	Chief Wisecup	EOC- ESF#4 Lead	3/27-4/12/20	\$ 5,447.04 *			42 hrs	\$56.74/hr
	Chief Wisecup	EOC- ESF#4 Lead	4/13-15/20	\$ 1,078.06 *				
	Best Cleaning ComparRC Bldg & Vehicle			\$ 1,000.00	\$ 2,000.00		4/19 Howelsen	
				\$ 1,000.00			4/26 Howelsen	
	Go Alpine	Transport Svcs		\$ 1,250.00 *				
<b>Personal</b>								
	Routt County	Overtime only	3/1-15/2020	\$ 2,167.00 *				
	Routt County	Overtime only	3/16-29/2020	\$ 13,538.00 *				
	Routt County	Overtime only	3/30-4/12/2020	\$ 8,000.00			estimate	
	<b>Subtotal</b>			<b>\$ 67,031.75</b>	<b>\$ 66,113.32</b>			
<b>Supplies</b>								
<b>Medical</b>								
	Fischer Scientific	Swabs	500 ct		\$ 2,640.00		Double check on Delivery Status- pass on to Kari L	
	Ace	Gloves		\$ 80.95 *			Delivered 3/17/2020	
	Ace	Gloves & Caution Ta	3 box	\$ 77.35 *				
	Green Co	Gloves		3/19/2020 \$ 54.16 *			Delivered 3/19/20	Inv 168729
	Amazon	Sm Frig for Testing Supplies		\$ 155.26 *			Delivered 3/25/20	
	Applied Industrial	Safety Glasses	300	\$ 672.00 *			Delivered 3/24/2020	Inv 7018554434
	DeJay Industries	Masks	5500 @ .55 delivered 4/8	\$ 3,025.00 *			Delivered 4/8/20	Inv #9197
	DeJay Industries	Masks	4000 @ .58 delivered 4/13	\$ 2,350.00 *			Delivered up 4/24/20	
	Walgreens/Tegan	Hairnets		\$ 5.93 *			Picked up 3/27/2020	
	Walmart	ClipBoards- PH		\$ 8.41 *			Picked up 3/27/2020	
	Livingston Med	Test Kits	2 x 100	\$ 2,398.00 *			Ordered 3/27/20	Half has arrived/ half to be delivered this week





<b>Totals</b>	\$	100,549.25	\$	77,838.32	\$	-
<b>Grand Total</b>	\$	178,387.57				

- Product/Invoice recieved  
\* Invoice Paid

Routt County Emergency Operations  
 COVID-19

2020 March

	Vendor	Descriptions	Details	Known	Anticipated	Unforeseen
<b>Contractors</b>						
	Robin Schepper	PIO Manager	\$50/hr 8 wks appr	18000		
	Jenny Campbell	Epideimiogical	\$29/hr + \$300 Ins	4940	4940	4 wk salary
	PH- Nurses	Traveling	8 wks @ \$67/hr		21440	
	PH- Nurses	Traveling	8 wks @ \$67/hr		21440	
	Slate Communication	Website Design		6250		
<b>Supplies</b>						
<b>Medical</b>						
		Swabs	500 ct		2640	3-5 bus days delivery 23-Mar
	Ace	Gloves		81		here
	Green Co	Gloves		54		here
	Boyle	Gloves	8 cs- sm,med,lg,exlg	542		25-Mar delivery
	San Miguel Cnty	Masks			2000	
<b>Support</b>						
		Pocket Guides		180		
		Pocket Guides		174		
	City Mkt	Food for EOC		66		
	Sysco	Water-bottled		506		
		<b>Totals</b>		<b>30793</b>	<b>52460</b>	<b>0</b>
		<b>Grand Total</b>		<b>83253</b>		