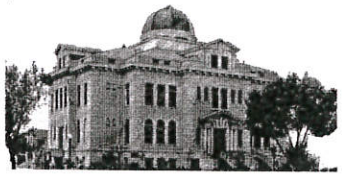
Gene A. Meisner
Commissioner District One

Rocky L. Samber
Commissioner District Two

David G. Donaldson, Chairman
Commissioner District Three



Office Phone
970-522-0888
FAX 970-522-4018
TTY 970-526-5383

Web: www.logancountyco.gov
E-mail:commissioners@logancountyco.gov

OFFICE OF THE BOARD
LOGAN COUNTY COMMISSIONERS

315 MAIN STREET SUITE 2
STERLING, COLORADO 80751

AGENDA
Logan County Board of Commissioners
Logan County Courthouse, 315 Main Street, Sterling, Colorado
Tuesday, January 6, 2015 - 9:00 a.m.

Call to Order
Pledge of Allegiance
Consent Agenda

Approval of the Minutes of the December 30, 2014 meeting.

Unfinished Business

Consideration of the approval of Resolution 2014-44 and an application for Subdivision Exemption on behalf of Scott D. and Jennifer Lynn Muller to create a 5.95-acre parcel from a 165-acre parcel in the NE 1/4 of Sec. 14 T6N, R50W of the 6th PM, Logan County Colo rado.

New Business

The Board of Commissioners will consider making the following appointments:

- Chairman of the Board. (Rocky Samber)
- Vice Chairman of the Board. (Dave Donaldson)
- Personal Secretary to the Board. (Jennifer Crow)
- County Attorney. (Alan Samber)
- Attorney for Human Services Department. (Kimberlee Keleher)
- Budget Officer. (Debbie Unrein)
- Emergency Management Coordinator. (Vacant)
- Veteran Service Officer. (Fred Kubitz)
- Fair Manager. (Todd Thomas)
- Centennial Mental Health Board. (Rocky Samber)
- Northeast Colorado Health Department Board. (Gene Meisner)
- Northeast Colorado Transportation Authority Board. (Dave Donaldson)
- South Platte Regional Transportation Authority. (Gene Meisner & Rocky Samber)
- Northeast Colorado Association of Local Governments - Primary. (Dave Donaldson)
- Northeast Colorado Association of Local Governments - Alternate. (Rocky Samber)
- Board of Adjustment - Primary. (Rocky Samber)
- Board of Adjustment - Alternate. (Gene Meisner)
- CTSI: CCI County Health Pool - Primary. (Rocky Samber)
- CTSI: CCI County Health Pool - Alternate. (Debbie Unrein)
- Official County Newspaper. (Journal - Advocate)
- Northeast All Hazards Region Board. (Dave Donaldson)

°Police Officer Standards and Training Board. (Dave Donaldson)
°Logan County Economic Development Corporation. (Rocky Samber)
°Logan County Lodging Tax Board. (Gene Meisner)
°Chamber of Commerce Board. (Rocky Samber)
°CTSI: CCI Casualty and Property Insurance Pool Representative (Dave Donaldson)
°CTSI: CCI Worker's Compensation Pool Representative. (Gene Meisner)
°CTSI: CCI Worker's Compensation Pool Safety Representative. (Dave Donaldson)

Designation of the location in the Courthouse where notices of meetings and agendas will be posted for 2015.

Consideration of the approval of Resolution 2015-1 and granting the renewal of a conditional use permit No187 for the operation of a 100 bed community corrections facility, in Logan County, Colorado for Starman Carrigan, LLC.

Consideration of the approval of contracts between Logan County and Diller Mechanical Services, LLC for preventative maintenance on HVAC systems at the following Logan County buildings:

°Heritage Center - $920.00.
°Central Services Building - $2,120.00.
°Courthouse - $2,075.00.
°Justice Center - $8,385.00.

Consideration of the approval of a 2015 EMPG Program Application.

Other Business
Miscellaneous Business/Announcements

Elected Officials, Dave Donaldson, Pam who were re-elected in the November 2014 election will be sworn in on Tuesday, January 13, 2015 at 8:30 a.m. at the Logan County Justice Center. The Work Session will begin at 9:30 a.m. and the Business Meeting will be held at 10:00 a.m. at the Logan County Courthouse.

Executive Session as Needed
Adjournment

December 30, 2014

The Logan County Board of Commissioners met in regular session with the following members present:

David G. Donaldson	Chairman
Rocky L. Samber	Commissioner
Gene A. Meisner	Commissioner
Pamela M. Bacon	Logan County Clerk
Teri Granillo	Logan County Clerk Deputy
Alan Samber	Logan County Attorney
Rob Quint	Logan County Planning & Zoning
Jane Bauder	Resolution 2014-47
Judy A. Stover	Resolution 2014-46
Tonya Ebert	Resolution 2014-46
Callie Jones	Journal Advocate
Forrest Hershberger	South Platte Sentinel

Chairman Donaldson called the meeting to order at 9:00 a.m. The meeting opened with the Pledge of Allegiance.

The Board continued with the Consent Agenda items:

- Approval of the Minutes of the December 23, 2014 business meeting.

Commissioner Meisner moved to approve the Consent Agenda for the December 30th, 2014th business meeting. Commissioner Samber seconded and the motion carried 3-0.

Chairman Donaldson continued with Unfinished Business:

Commissioner Samber moved to postpone definitely until January 6, 2015 the approval of Resolution 2014-44 and an application for Subdivision Exemption on behalf of Scott D. and Jennifer Lynn Muller to create a 5.95-acre parcel from a 165-acre parcel in the NE ¼ of Sec. 14 T6N, R50W of the 6th PM, Logan County Colorado. Commissioner Meisner seconded and the motion carried 3-0.

Chairman Donaldson continued with New Business:

Commissioner Meisner moved for the approval of contract for professional services between Logan County and Quantum Plus, Inc. for provision of Medical Director services for Logan County Ambulance Service. Commissioner Samber seconded and the motion carried 3-0.

Commissioner Samber moved for the approval of Resolution 2014-46 and an application to amend Special Use Permit #170 on behalf of Judy A. Stover to divide three RV spaces in an

existing mobile home park in the SW1/4 of Sec. 27, T8N, R53W of the 6th PM, also known as 15140 CR 28.1, Sterling, Colorado. Commissioner Meisner seconded and the motion carried 3-0.

Commissioner Meisner moved for the approval of Resolution 2014-47 and an application for a Special Use Permit on behalf of Jane Bauder for a new six-space RV park site on a 1.99-acre parcel in the NE1/4 of Sec. 35, T8N, R53W of the 6th PM, also known at 16718 Highway 14, Sterling, Colorado. Commissioner Samber seconded and the motion carried 3-0.

The Board moved on under Miscellaneous Business/Announcements:

County Offices will be open for regular business hours 8 a.m. – 5 p.m. on Wednesday, December 31 and will be closed January 1st for New Year's Day. Regular business hours will resume on Friday, January 2nd.

The next regular business meeting of the Logan County Board of County Commissioner's is scheduled for Tuesday, January 6, 2015 at 9:00 a.m., here at the Commissioner's Hearing Room at the Logan County Courthouse.

There being no further business to come before the Board the meeting was adjourned at 9:19 a.m.

Submitted by: Pamela M. Bacon
Logan County Clerk & Recorder

Approved: January 6, 2015

BOARD OF COUNTY COMMISSIONERS
LOGAN COUNTY, COLORADO

(seal)

By: _____
David G. Donaldson, Chairman

Attest:

_____
Logan County Clerk & Recorder

RESOLUTION
NO. 2014-44

Scott D. and Jennifer Lynn Muller Subdivision Exemption

WHEREAS, Scott D. and Jennifer Lynn Muller has petitioned the Board of County Commissioners, Logan County, Colorado, to exempt the following legally described property:

> A tract of land located in the NE 1/4 of Section 14, T6N, R50W of the 6th PM, Logan County, Colorado, being more particularly described as follows: Commencing at the E 1/4 Corner of Section 14, T6N, R50W of the 6th PM, Logan County, Colorado; thence S 89°54'30" W on the south line of the NE 1/4 of said Section, 644.40 feet to the Point of Beginning; thence S 89°5430" W continuing on said south line, 1585.80 feet to the beginning of a non-tangent 1425.00 foot radius curve concave southerly; thence northeasterly on the arc of said curve 1681.71 feet (chord bearing N 89°54'30"E with a chord length of 1585.80 feet) to the Point of Beginning containing 5.95 acres, more or less.

The above described parcel as represented on official Subdivision Exemption Plat # 2014-44 from the definitions of "Subdivision" or "Subdivision Land" and that the above premises are not within the purposes of C.R.S. § 30-28-101, and Senate Bill 35, adopted by the Colorado General Assembly in 1972; and

WHEREAS, this 5.95 acre tract is subdivided from an 165 acre Agricultural parcel, in an "A" Agricultural District, and,

WHEREAS, the Chairman of the Logan County Planning Commission recommended approval of this application after reviewing the application, studying the staff review, and reviewing the plat on December 23rd, 2014; and

WHEREAS, The Board of County Commissioners approved the recommendation on December 30th, 2014.

NOW THEREFORE, BE IT RESOLVED pursuant to the authority set forth in C.R.S. § 30-28-101(10)(d), the above described property is exempt from the definition of "Subdivision" or "Subdivided Land" as set forth in C.R.S. § 30-28-101, provided that no further subdividing on the above described premises shall be made without the approval of the Board of County Commissioners.

DONE on Tuesday, this 30th day of December, 2014.

BOARD OF COUNTY COMMISSIONERS
LOGAN COUNTY, COLORADO

_____ (Aye)(Nay)
David G. Donaldson

_____ (Aye)(Nay)
Gene A. Meisner

_____ (Aye)(Nay)
Rocky L. Samber

I, Pamela M. Bacon, County Clerk and Recorder in and for the County of Logan, State of Colorado, do hereby certify that the foregoing Resolution was adopted by the Board of County Commissioners of the County of Logan and State of Colorado, in regular session on the this 30th day of December, 2014.

_____
County Clerk and Recorder

Scott and Jennifer Muller
Subdivision Exemption 5.95 Acres
NE4 14-6-50

Date Received in the Office of the Director of Planning or his/her designee to the Planning Commission:

_____

Application (is) (is not) complete as submitted.
Named individual reviewing the submitted application: _____

FORM 7. APPLICATION FOR SUBDIVISION EXEMPTION PLAT APPROVAL
(To be filed in duplicate)
(Incomplete Applications will not be accepted)

Date 11-5-14

1. Name of Subdivision Exemption Scott D. Muller

2. Name of Applicant Scott D. Muller Phone 970-467-2276

Address 108 W. Douglas PO Box 407 Fleming, CO 80728
(Street No. and Name) (Post Office) (State) (Zip Code)

3. Name of Local Agent _____ Phone _____

Address _____
(Street No. and Name) (Post Office) (State) (Zip Code)

4. Owner of Record Scott and Jennifer Muller Phone _____

Address _____
(Street No. and Name) (Post Office) (State) (Zip Code)

5. Prospective Buyer Dana Harris Phone _____

Address _____
(Street No. and Name) (Post Office) (State) (Zip Code)

6. Land Surveyor Dickinson Land Surveyors Phone _____

Address 212 S. Interocean Holyoke, 80734
(Street No. and Name) (Post Office) (State) (Zip Code)

7. Attorney _____ Phone _____

Address _____
(Street No. and Name) (Post Office) (State) (Zip Code)

8. Subdivision Exemption Location: on the West side of C.R. 71

____ Feet _____ of _____
(Direction) (Street)

9. Postal Delivery Area 80728 School District Frenchman

10. Total Acreage 165 Zone Ag Number of Lots 1

11. Tax Map Designation: Section/Township/Range NE 1/4 14-6-50 Lot(s) _____

5.95 ac Parcel

Applicant: _____
Legal: _____

MY COMMISSION EXPIRES:

FOR COUNTY USE

Paid 11/5/2014 #1991

Application Fee: Ninety ($100.00) and Eleven ($11.00) separate check for recording fee.

Date of Planning Commission: 12/17/2014

Recommendation of Planning Commission: ✓ Approval _____ Denial

Recommended Conditions of Subdivision Exemption:

_____
_____
_____
_____

Chairperson, Planning Commission

COUNTY COMMISSIONERS ACTION:

Conditions of Subdivision Exemption:

_____
_____
_____
_____

Date Granted: _____

Date Denied: _____

David G Donaldson (Aye) (Nay)

Gene Meisner (Aye) (Nay)

Rocky Samber (Aye) (Nay)

RESOLUTION
NO. 2015-1
CONDITIONAL USE PERMIT RENEWAL

A RESOLUTION GRANTING THE RENEWAL OF A CONDITIONAL USE PERMIT (CUP) No 187 FOR THE OPERATION OF A 100 BED COMMUNITY CORRECTIONS FACILITY, IN LOGAN COUNTY, COLORADO FOR STARMAN CARRIGAN, LLC.

WHEREAS, Doug Carrigan of Starman Carrigan, LLC has applied for the renewal of a Conditional Use Permit (CUP) # 187 to operate a Community Corrections Facility in a portion of the Northwest (NW¼) of the Southwest Quarter (SW¼) of Section 35, Township 8 North, Range 52 West of the 6th Principal Meridian in Logan County, Colorado; and

WHEREAS, the Board of County Commissioners (the Board) established a Conditional Use Permit No. 187 on the identified land for a Community Corrections Facility with a maximum of 100 beds on 7th day of December, 2004 for Doug Carrigan and RSR Investments, LLC, with such operation continuing to present, and now under the ownership of Starman Carrigan, LLC, under full compliance with all applicable Federal, State, County and Northeast Colorado Health Department (NCHD) regulations; and

WHEREAS, the property is currently zoned Agricultural District with a Conditional Use Permit No 187; and

WHEREAS, the applicant is requesting Re-approval of Conditional Use Permit No. 187, to continue operation of a 100 bed Community Corrections Facility as defined, related equipment and structures, with the period of the CUP to run for 5-years.

NOW BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY, COLORADO:

I. APPROVAL:

The application of Doug Carrigan for the renewal of a Conditional Use Permit (CUP) #187 to operate a 100 bed Community Corrections Facility, related equipment and structures is GRANTED, subject to the conditions set forth below.

II. FINDINGS OF FACT:

The continued use is compatible with existing land uses in the area, which are zoned Agricultural District and corrections facilities.

III. CONDITIONS:

1. The permit is limited to the operation of a 100 bed Community Corrections Facility on the site located within the following legally described parcel:

A Portion of the Northwest Quarter (NW¼) of the Southwest Quarter (SW¼) of Section 35, Township 8 North, Range 52 West of the 6th Principal Meridian in Logan County, Colorado containing 4.55 acres more or less (the exact legal description of this property is described on Book 938 Page 494 Logan County Clerk & Recorder records).

2. Continued compliance with all applicable Federal, State [Colorado Department of Public Health and Environment (CDPHE)], County and the Northeast Colorado Health Department (NCHD) regulations.

BE IT THEREFORE RESOLVED, that the renewal of Conditional Use Permit No.187 is granted for the operation of a 100 bed Community Corrections Facility for Doug Carrigan, doing business as Starman Carrigan, LLC, related equipment and structures, subject to the conditions set forth above and subject to application for renewal for continued permitted use after November 15, 2019. The Board of County Commissioners of Logan County retains continuing jurisdiction over the permit to address future issues concerning the site and to insure compliance with the conditions of the permit. The applicant is responsible for complying with all of the forgoing conditions and all other county zoning or other land use regulations. Noncompliance with any of the conditions may be cause for revocation of the permit.

DONE on Tuesday, this 6th day of January, 2015.

LOGAN COUNTY BOARD OF COMMISSIONERS
LOGAN COUNTY, COLORADO

_____ (Aye)(Nay)
David G. Donaldson

_____ (Aye)(Nay)
Gene A. Meisner

_____ (Aye)(Nay)
Rocky L. Samber

I, Pamela M. Schneider, County Clerk and Recorder in and for the County of Logan, State of Colorado, do hereby certify that the foregoing Resolution was adopted by the Board of County Commissioners of the Logan and State of Colorado, in regular session on the 6th day of January, 2015.

_____
County Clerk and Recorder

Doug Carrigan CUP #187
RSR Investments, LLC
12220 Hwy 61
Sterling, CO 80751

LOGAN COUNTY CONDITIONAL USE PERMIT RENEWAL APPLICATION
AS REQUIRED BY THE LOGAN COUNTY ZONING RESOLUTION
DEPARTMENT OF PLANNING & ZONING
LOGAN COUNTY COURTHOUSE
STERLING, COUNTY 80751

Applicant Name: STARMAN CARRIGAN LLC

Address: 12220 HIGHWAY 61 Phone: Phys Address 970 522-7885 Owners Cell 303 591-3302

Landowner Name: DOUG CARRIGAN

Address: 3879 E. 120th AVE Bx 250 Thornton CO 80233 Phone: 303 591-3303

Description of Property: Legal: ¼ Section____ Section____ Township____ Range____

Address: 12220 HIGHWAY 61 Access off CR or HWY 61

New Address Needed Y or (N) Subdivision Name: ____

Filing____ Lot____ Block____ Tract____ Lot Size____

Current Zoning:____ **Current Land Use:**____

Current Conditional Use:____

Proposed Changes of Conditional Use:____

Building Plans (If Required): ____

I, (We), hereunto submit this application for a Conditional Use Permit Renewal to the Board of County Commissioners, together with such plans, details and information of the proposed conditional use. I, (We), further understand that the Board of Logan County Commissioners may, in addition to granting a Conditional Use Permit, impose additional conditions to comply with the purpose and interest of the Logan County Zoning Resolutions and Zoning Map.

Dated at Sterling, Colorado, this 24th day of September 2014

Signature of Applicant: Douglas R. Carrigan

Signature of Landowner: Douglas R. Carrigan

NAME:
ADDRESS:

FOR COUNTY USE

Application Fee: One Hundred Dollars ($100.00) paid by ck # 4684 9/24/14

Date referred to the County Commissioners for Renewal Jan 06, 2015

Expiration Date of Last Permit Nov. 15, 2014

COUNTY COMMISSIONERS ACTION:

Conditions of the Conditional Use Permit:

Date Granted:

Date Denied:

David G Donaldson	(Aye)	(Nay)
Gene Meisner	(Aye)	(Nay)
Rocky Samber	(Aye)	(Nay)

Diller Mechanical Services, LLC
9144 W.C.R. #26
Ft. Lupton, CO 80621

Proposal for:	Heritage Building		
Contact:	Chance Wright	**Proposal Created by:**	Nate Diller
Company:	**Logan County**	**Phone:**	970-397-8362
Address:	315 Main St.	**Email:**	natediller@dillermechanical.com
City, State Zip	Sterling, CO 80751		
Phone:	970-520-9919		
Building Address:	Heritage Building 821 N. Division Ave. Sterling, CO		
Date:	12/23/2014		
	Contract Amount: **$920.00**	**PM #:**	1156-C

This agreement is between Diller Mechanical Services and Logan County.
Contract begins January 1, 2015 and terminates December 31, 2015.
The value of this agreement is $920.00.

The terms of payment are (check applicable line):
____ Quarterly payments

The **Service Task Summary** page and the material list that follow reflect all of the equipment, hours and parts required to maintain your equipment. Clarifications and exceptions are noted in the Notes and Comments page. In most cases. Diller Mechanical Services schedules bi-annual preventive maintenance visits into our service contracts. Visiting the clients building(s) equipment every six months provides proper maintenance coverage to allow DMS to catch developing problems before they become costly repairs. We target a specific month in which to perform each of our two maintenance visits included in our 12-month contract. Diller Mechanical Services reserves the right to perform visits up to 1 month before/after the date shown in the Summary Page. Service visits can be performed sooner than originally scheduled if necessary due to emerging service problems or scheduling conflicts with a process. Our goal is to provide timely maintenance to ensure the efficient operation of the customer's equipment at the lowest possible cost. Please review this proposal carefully. We wish to provide you and your facility with the highest quality service, repairs and maintenance.

Our response time is dependent on the urgency level of your service call. An *Emergency* call is for repairs on mission critical equipment or equipment failures that involve life threatening circumstances. A natural gas leak is an example of a life threatening equipment failure. Mission critical equipment includes, but is not limited to, computer room A/C equipment or equipment that supports critical process equipment. An example of an *Urgent* service call would be an area that is either too hot or too cold. Scheduled preventive maintenance is considered a *Routine* call. Our response times are as follows.

Emergency: DMS will respond within 2 hours

Urgent: DMS will respond the same day the service call was made.

Routine: DMS will be at your facility as soon as our normal schedule will allow

Termination: Client and Contractor shall have the right to terminate this Agreement at any time upon giving at least thirty (30) days written notice of its intention to exercise its right of termination.

Payment Terms: Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

Our goal is to provide timely maintenance which ensures optimal, efficient operation of your equipment.

Thank you,
Diller Mechanical Services, LLC

Nate Diller

Digitally signed by Nate Diller
DN: cn=Nate Diller, o=Diller Mechanical Services, LLC, ou, email=natediller@dillermechanical.com, c=US
Date: 2014.12.24 09:49:41 -07'00'

Diller Mechanical Services Signature Date

Logan County Signature Date

Service Task Summary
Equipment List/Schedule

Building: **Heritage Building 821 N. Division Ave. Sterling, CO**
Date: 12/23/2014
PM #: **1156-C**

	Dsign#	Equipment Description	Type of Visit	Heat MH/Unit	Cool MH/Unit			Cooling May-15				Heating Oct-15	
			Mid Season	-	-								
1	RTU-1		**Seasonal**	2.00	2.00			X	2.00			X	2.00
			Mid Season	-	-								
2	RTU-2		**Seasonal**	2.00	2.00			X	2.00			X	2.00
	Total Hours for quarterly maintenance			8.00					4.00				4.00
	Travel/Set Up Time per year			2.50									
	Total PM Hours			10.50									

Condenser Cleaning Time -

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Heritage Building 821 N. Division Ave. Sterling, CO

PREVENTIVE MAINTENANCE MATERIAL LIST

PM#: **1156-C**

Date: 12/23/2014

EQUIPMENT	MATERIAL DESCRIPTION	CHANGES PER YEAR	QUANTITY PER CHANGE	ANNUAL QUANTITY
Consumables		1	1	1

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Heritage Building 821 N. Division Ave. Sterling, CO
PM#: **1156-C**
Date: 12/23/2014

Planned Maintenance Contract Rates

$80.00 per hour (for PM contracted work)

Standard Time and Material Rates for PM Customers

$84.00 per hour plus materials

Overtime Time and Material Rates for PM Customers

$126.00 per hour plus materials

Standard Rates (non-contract customers)

$90.00 per hour plus materials

Overtime Rates (non-contract customers)

$135.00 per hour plus materials

Holiday Rates

$168.00 per hour for contract customers
$180.00 per hour for non-contract customers

Standard Rates Hours of Operation

8:00 am to 4:30 pm Monday through Friday
All other times are considered overtime.

Normal Business Hours Service & Emergencies

Call **970-397-8362**

After Hours/Weekend Service & Emergencies

Call 303-775-8672

Labor Rates are adjusted Jan. 1st of every year.

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Heritage Building 821 N. Division Ave. Sterling, CO

PM#: **1156-C**

Date: 12/23/2014

COMMENTS / NOTES / REVISIONS:

1. This maintenance proposal covers a check of components for proper operation 2 times per year on equipment listed on the "Service Task Summary, Equipment list, and Schedule" page.

2. DMS can modify this proposal to work with your budget, process and schedule. We can decrease/increase visits per year or number of checks performed per peice of equipment per visit.

3. This maintenance proposal does not cover part replacement, diagnosing of equipment failures or labor associated with such work. All such work will be at the T&M Contract Labor Rate plus material/parts and consumables charge.

4. **Payment Terms:** Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

Attention: If the work required is urgent, could cause property damage or is a safety hazard, please call Chance Wright at 520-0388 to report the problem so it can be addressed promptly. Even though you call, please continue to fill out a work order and send to cwright@logancountyco.gov so we can have a record of the problem for reporting purposes.

Diller Mechanical Services, LLC
9144 W.C.R. #26
Ft. Lupton, CO 80621

Proposal for:	Logan County Central Services Bldg.		
Contact:	Chance Wright	**Proposal Created by:**	Nate Diller
Company:	**Logan County**	**Phone:**	970-397-8362
Address:	315 Main St.	**Email:**	natediller@dillermechanical.com
City, State Zip	Sterling, CO 80751		
Phone:	970-520-9919		
Building Address:	Central Services Bldg. 508 S. 10th Ave. Sterling, CO		
Date:	12/23/2014		
	Contract Amount: **$2,120.00**	**PM #:**	1155-C

This agreement is between Diller Mechanical Services and Logan County.
Contract begins January 1, 2015 and terminates December 31, 2015.
The value of this agreement is $2,120.00.

The terms of payment are (check applicable line):
____ - Quarterly payments

The **Service Task Summary** page and the material list that follow reflect all of the equipment, hours and parts required to maintain your equipment. Clarifications and exceptions are noted in the Notes and Comments page. In most cases. Diller Mechanical Services schedules bi-annual preventive maintenance visits into our service contracts. Visiting the clients building(s) equipment every six months provides proper maintenance coverage to allow DMS to catch developing problems before they become costly repairs. We target a specific month in which to perform each of our two maintenance visits included in our 12-month contract. Diller Mechanical Services reserves the right to perform visits up to 1 month before/after the date shown in the Summary Page. Service visits can be performed sooner than originally scheduled if necessary due to emerging service problems or scheduling conflicts with a process. Our goal is to provide timely maintenance to ensure the efficient operation of the customer's equipment at the lowest possible cost. Please review this proposal carefully. We wish to provide you and your facility with the highest quality service, repairs and maintenance.

Our response time is dependent on the urgency level of your service call. An *Emergency* call is for repairs on mission critical equipment or equipment failures that involve life threatening circumstances. A natural gas leak is an example of a life threatening equipment failure. Mission critical equipment includes, but is not limited to, computer room A/C equipment or equipment that supports critical process equipment. An example of an *Urgent* service call would be an area that is either too hot or too cold. Scheduled preventive maintenance is considered a *Routine* call. Our response times are as follows.

Emergency: DMS will respond within 2 hours

Urgent: DMS will respond the same day the service call was made.

Routine: DMS will be at your facility as soon as our normal schedule will allow

Termination: Client and Contractor shall have the right to terminate this Agreement at any time upon giving at least thirty (30) days written notice of its intention to exercise its right of termination.

Payment Terms: Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

Our goal is to provide timely maintenance which ensures optimal, efficient operation of your equipment.

Thank you,
Diller Mechanical Services, LLC

Nate Diller

Digitally signed by Nate Diller
DN: cn=Nate Diller, o=Diller Mechanical Services, LLC, ou, email=natediller@dillermechanical.com, c=US
Date: 2014.12.24 09:44:38 -07'00'

Diller Mechanical Services Signature Date

Logan County Signature Date

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Central Services Bldg. 508 S. 10th Ave. Sterling, CO
12/23/14
1155-C

Preventive Maintenance Labor Expense Per Year	$	1,872.00
Preventive Maintenance Material Cost Per Year	$	248.59
Tax	$	-
TOTAL CONTRACT AMOUNT	$	2,120.00
Payment per quarter	$	530.00

Service Task Summary
Equipment List/Schedule

Building: **Central Services Bldg. 508 S. 10th Ave. Sterling, CO**
Date: 12/23/2014
PM #: **1155-C**

	Dsign#	Equipment Description	Type of Visit	Heat MH/Unit	Cool MH/Unit			Cooling May-15				Heating Oct-15	
1	RTU-1		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
2	RTU-2		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
3	RTU-3		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
4	RTU-4		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
5	RTU-5		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
6	RTU-6		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
7	RTU-7		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
8	RTU-8		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
9	RTU-9		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
10	RTU-10		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
11	RTU-11		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
12	RTU-12		Mid Season	-	-								
			Seasonal	0.75	1.00			X	1.00			X	0.75
	Total Hours for quarterly maintenance			21.00					12.00				9.00
	Travel/Set Up Time per year			3.00									
	Total PM Hours			24.00									

Condenser Cleaning Time -

DMS
Diller Mechanical Services LLC
PROFESSIONAL PERFORMANCE AT ALL LEVELS

Central Services Bldg. 508 S. 10th Ave. Sterling, CO
PREVENTIVE MAINTENANCE MATERIAL LIST

PM#: **1155-C**
Date: 12/23/2014

EQUIPMENT	MATERIAL DESCRIPTION	CHANGES PER YEAR	QUANTITY PER CHANGE	ANNUAL QUANTITY
Consumables		1	1	1
Hotel	Hotel	1	1	1

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Central Services Bldg. 508 S. 10th Ave. Sterling, CO
PM#: **1155-C**
Date: 12/23/2014

Planned Maintenance Contract Rates

$80.00 per hour (for PM contracted work)

Standard Time and Material Rates for PM Customers

$84.00 per hour plus materials

Overtime Time and Material Rates for PM Customers

$126.00 per hour plus materials

Standard Rates (non-contract customers)

$90.00 per hour plus materials

Overtime Rates (non-contract customers)

$135.00 per hour plus materials

Holiday Rates

$168.00 per hour for contract customers
$180.00 per hour for non-contract customers

Standard Rates Hours of Operation

8:00 am to 4:30 pm Monday through Friday
All other times are considered overtime.

Normal Business Hours Service & Emergencies

Call **970-397-8362**

After Hours/Weekend Service & Emergencies

Call 303-775-8672 or email afterhoursservice@dillermechanical.com

Labor Rates are adjusted Jan. 1st of every year.

Central Services Bldg. 508 S. 10th Ave. Sterling, CO
PM#: **1155-C**
Date: 12/23/2014

COMMENTS / NOTES / REVISIONS:

1. This maintenance proposal covers a check of components for proper operation 2 times per year on equipment listed on the "Service Task Summary, Equipment list, and Schedule" page.

2. DMS can modify this proposal to work with your budget, process and schedule. We can decrease/increase visits per year or number of checks performed per peice of equipment per visit.

3. This maintenance proposal does not cover part replacement, diagnosing of equipment failures or labor associated with such work. All such work will be at the T&M Contract Labor Rate plus material/parts and consumables charge.

4. **Payment Terms:** Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

Diller Mechanical Services, LLC
9144 W.C.R. #26
Ft. Lupton, CO 80621

Proposal for:	Logan County Court House Annex		
Contact:	Chance Wright	**Proposal Created by:**	Nate Diller
Company:	**Logan County**	**Phone:**	970-397-8362
Address:	315 Main St.	**Email:**	natediller@dillermechanical.com
City, State Zip	Sterling, CO 80751		
Phone:	970-520-9919		
Building Address:	315 Main St. Sterling, CO 80751	Boiler, Cooling Tower, Pumps & (4) Rotunda/Attic Heat Pumps	
Date:	12/23/2014		
	Contract Amount: **$2,075.00**	**PM #:**	1091-D

This agreement is between Diller Mechanical Services and Logan County.
Contract begins January 1, 2015 and terminates December 31, 2015.
The value of this agreement is $2,075.00.

The terms of payment are (check applicable line):
____ - Quarterly Payments

The **Service Task Summary** page and the material list that follow reflect all of the equipment, hours and parts required to maintain your equipment. Clarifications and exceptions are noted in the Notes and Comments page. In most cases. Diller Mechanical Services schedules bi-annual preventive maintenance visits into our service contracts. Visiting the clients building(s) equipment every six months provides proper maintenance coverage to allow DMS to catch developing problems before they become costly repairs. We target a specific month in which to perform each of our two maintenance visits included in our 12-month contract. Diller Mechanical Services reserves the right to perform visits up to 1 month before/after the date shown in the Summary Page. Service visits can be performed sooner than originally scheduled if necessary due to emerging service problems or scheduling conflicts with a process. Our goal is to provide timely maintenance to ensure the efficient operation of the customer's equipment at the lowest possible cost. Please review this proposal carefully. We wish to provide you and your facility with the highest quality service, repairs and maintenance.

Our response time is dependent on the urgency level of your service call. An *Emergency* call is for repairs on mission critical equipment or equipment failures that involve life threatening circumstances. A natural gas leak is an example of a life threatening equipment failure. Mission critical equipment includes, but is not limited to, computer room A/C equipment or equipment that supports critical process equipment. An example of an *Urgent* service call would be an area that is either too hot or too cold. Scheduled preventive maintenance is considered a *Routine* call. Our response times are as follows.

Emergency: DMS will respond within 2 hours

Urgent: DMS will respond the same day the service call was made.

Routine: DMS will be at your facility as soon as our normal schedule will allow

Termination: Client and Contractor shall have the right to terminate this Agreement at any time upon giving at least thirty (30) days written notice of its intention to exercise its right of termination.

Payment Terms: Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices

Our goal is to provide timely maintenance which ensures optimal, efficient operation of your equipment.

Thank you,
Diller Mechanical Services, LLC

Nate Diller

Digitally signed by Nate Diller
DN: cn=Nate Diller, o=Diller Mechanical Services, LLC, ou, email=natediller@dillermechanical.com, c=US
Date: 2014.12.24 09:46:36 -07'00'

Signature	Date	Signature	Date
Diller Mechanical Services, LLC		Logan County Representative	

DMS
Diller Mechanical Services LLC
PROFESSIONAL PERFORMANCE AT ALL LEVELS

315 Main St. Sterling, CO 80751
12/23/14
1091-D

Preventive Maintenance Labor Expense Per Year	$	1,840.00
Preventive Maintenance Material Cost Per Year	$	235.51
Tax	$	-
TOTAL CONTRACT AMOUNT	$	2,075.00
Semi-Annual Payment	$	1,037.00

Service Task Summary
Equipment List/Schedule

Building: **315 Main St. Sterling, CO 80751**
Date: 12/23/2014
PM #: **1091-D**

	Dsign#	Equipment Description	Type of Visit	Heat MH/Unit	Cool MH/Unit	Winter		Spring		Summer		Fall	
								May-15				Nov-15	
49	Large Attic Heat Pump-1	McQuay	**Mid Season**	-	-								
			Seasonal	1.00	1.00			X	1.00			X	1.00
50	Rotunda Heat Pump-1	McQuay	**Mid Season**	-	-								
			Seasonal	1.00	0.75			X	0.75			X	1.00
51	Rotunda Heat Pump-2	McQuay	**Mid Season**	-	-								
			Seasonal	1.00	0.75			X	0.75			X	1.00
52	Attic Storage Heat Pump-1	McQuay	**Mid Season**	-	-								
			Seasonal	1.00	0.75			X	0.75			X	1.00
53	Boiler-1		**Mid Season**	-	-								
			Seasonal	2.00	0.75			X	0.75			X	2.00
54	Cooling Tower-1		**Mid Season**	-	-								
			Seasonal	3.00	3.00			X	3.00			X	3.00
55	Circulating Pumps		**Mid Season**	-	-								
			Seasonal	1.00	1.00			X	1.00			X	1.00
	Total Hours for quarterly maintenance			**18.00**					8.00				10.00
	Travel/Set Up Time per year			**5.00**									
	Total PM Hours			**23.00**									

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

315 Main St. Sterling, CO 80751

PREVENTIVE MAINTENANCE MATERIAL LIST

PM#: 1091-D

Date: 12/23/2014

EQUIPMENT	MATERIAL DESCRIPTION	CHANGES PER YEAR	QUANTITY PER CHANGE	ANNUAL QUANTITY
Boiler	Combustion Analyzer	1	1	1
Consumables	Grease, Rags	1	1	1

DMS
Diller Mechanical Services LLC
PROFESSIONAL PERFORMANCE AT ALL LEVELS

315 Main St. Sterling, CO 80751
PM#: **1091-D**
Date: 12/23/2014

Planned Maintenance Contract Rates

$80.00 per hour (for PM contracted work)

Standard Time and Material Rates for PM Customers

$84.00 per hour plus materials

Overtime Time and Material Rates for PM Customers

$126.00 per hour plus materials

Standard Rates (non-contract customers)

$90.00 per hour plus materials

Overtime Rates (non-contract customers)

$135.00 per hour plus materials

Holiday Rates

$168.00 per hour for contract customers
$180.00 per hour for non-contract customers

Standard Rates Hours of Operation

8:00 am to 4:30 pm Monday through Friday
All other times are considered overtime.

Normal Business Hours Service & Emergencies

Call **970-397-8362**

After Hours/Weekend Service & Emergencies

Call 303-775-8672

Labor Rates are adjusted Jan. 1st of every year.

315 Main St. Sterling, CO 80751
PM#: **1091-D**
Date: 12/23/2014

COMMENTS / NOTES / REVISIONS:

1. This maintenance proposal covers a check of equipment/components for proper operation 2 times per year on equipment listed on the "Service Task Summary, Equipment list, and Schedule" page.

2. DMS can modify this proposal to work with your budget, process and schedule. We can decrease/increase visits per year or number of checks performed per peice of equipment per visit.

3. This maintenance proposal does not cover part replacement, diagnosing of equipment failures or labor associated with such work. All such work will be at the T&M Contract Labor Rate plus material/parts and consumables charge.

4. **Payment Terms:** Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

Diller Mechanical Services, LLC
9144 W.C.R. #26
Ft. Lupton, CO 80621

Proposal for:	Logan County Justice Center		
Contact:	Chance Wright	**Proposal Created by:**	Nate Diller
Company:	**Logan County**	**Phone:**	970-397-8362
Address:	315 Main St.	**Email:**	natediller@dillermechanical.com
City, State Zip	Sterling, CO 80751		
Phone:	970-520-9919		
Building Address:	Logan County Justice Center, 110 North Riverview Dr.		
Date:	12/3/14		
	Contract Amount: **$8,385.00**	**PM #:**	1025-F

This agreement is between Diller Mechanical Services and Logan County.
Contract begins 1/1/2015 and terminates 12/31/2015. The value of this agreement is $8,385.00.

The terms of payment are (check applicable line):
____ - Quarterly Payments

The **Service Task Summary** page and the material list that follow reflect all of the equipment, hours and parts required to maintain your equipment. Clarifications and exceptions are noted in the Notes and Comments page. In most cases. Diller Mechanical Services schedules bi-annual preventive maintenance visits into our service contracts. Visiting the clients building(s) equipment every six months provides proper maintenance coverage to allow DMS to catch developing problems before they become costly repairs. We target a specific month in which to perform each of our two maintenance visits included in our 12-month contract. Diller Mechanical Services reserves the right to perform visits up to 1 month before/after the date shown in the Summary Page. Service visits can be performed sooner than originally scheduled if necessary due to emerging service problems or scheduling conflicts with a process. Our goal is to provide timely maintenance to ensure the efficient operation of the customer's equipment at the lowest possible cost. Please review this proposal carefully. We wish to provide you and your facility with the highest quality service and maintenance.

Our response time is dependent on the urgency level of your service call. An *Emergency* call is for repairs on mission critical equipment or equipment failure that involves life threatening circumstances. A natural gas leak is an example of life threatening equipment failure. Mission critical equipment includes, but is not limited to, computer room A/C equipment or equipment that supports critical process equipment. An example of an *Urgent* service call would be an area that is either too hot or too cold. Scheduled preventive maintenance is considered a *Routine* call. Our response times are as follows.

Emergency: DMS will respond within 2 hours

Urgent: DMS will respond the same day the service call was made.

Routine: DMS will be at your facility as soon as our normal schedule will allow

Termination: Client and Contractor shall have the right to terminate this Agreement at any time upon giving at least thirty (30) days written notice of its intention to exercise its right of termination.

Payment Terms: Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

Our goal is to provide timely maintenance which ensures optimal, efficient operation of your equipment.

Thank you,
Diller Mechanical Services, LLC

Nate Diller

Digitally signed by Nate Diller
DN: cn=Nate Diller, o=Diller Mechanical Services, LLC, ou, email=natediller@dillermechanical.com, c=US
Date: 2014.12.02 16:01:05 -07'00'

Signature	Date	Signature	Date
Diller Mechanical Services, LLC		Logan County Representative	

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Logan County Justice Center, 110 North Riverview Dr.

Date: **12/3/14**

P.M.# **1025-F**

Preventive Maintenance Labor Expense Per Year	**$**	**6,760.09**
Preventive Maintenance Material Cost Per Year	**$**	**1,625.40**
State Tax	**$**	**-**
TOTAL CONTRACT AMOUNT	**$**	**8,385.00**
Semi Annual Payment	**$**	**4,192.00**

Service Task Summary
Equipment List/Schedule

Building: **Logan County Justice Center, 110 North Riverview Dr.**
Date: 12/3/2014
PM #: **1025-F**

	Dsign#	Equipment Description	Type of Visit	Heat MH/Unit	Cool MH/Unit	Winter		Spring		Summer		Fall	
								May-15				Oct-15	
1	RTU-1	Trane/ Courts Bldg.	Mid Season	-	-								
			Seasonal	3.00	3.00			X	3.00			X	3.00
2	RTU-2	Trane / Courts Bldg.	Mid Season	-	-								
			Seasonal	3.00	3.00			X	3.00			X	3.00
3	RTU-3	Trane / Courts Bldg.	Mid Season	-	-								
			Seasonal	3.00	3.00			X	3.00			X	3.00
4	RTU-4	Trane / Courts Bldg.	Mid Season	-	-								
			Seasonal	3.00	3.00			X	3.00			X	3.00
5	RTU-5	Trane / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.00			X	2.00			X	1.50
6	RTU-6	Trane / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.00			X	2.00			X	1.50
7	RTU-7	Trane / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.00			X	2.00			X	1.50
8	RTU-9	Trane / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.00			X	2.00			X	1.50
9	RTU-10	Trane / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.00			X	2.00			X	1.50
10	MUA-1	Reznor / Detention Bldg.	Mid Season	-	-								
			Seasonal	2.00	1.50			X	1.50			X	2.00
11	MUA-2	Reznor / Detention Bldg.	Mid Season	-	-								
			Seasonal	2.00	1.50			X	1.50			X	2.00
12	MUA-3	Aaon / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.00			X	2.00			X	1.50
13	MUA-4	Aaon / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.50			X	2.50			X	1.50
14	MUA-5	Trane / Detention Bldg.	Mid Season	-	-								
			Seasonal	1.50	2.50			X	2.50			X	1.50

Service Task Summary
Equipment List/Schedule

Building: **Logan County Justice Center, 110 North Riverview Dr.**
Date: 12/3/2014
PM #: **1025-F**

	Dsign#	Equipment Description	Type of Visit	Heat MH/Unit	Cool MH/Unit	Winter		Spring		Summer		Fall	
								May-15				Oct-15	
			Mid Season	-	-								
15	MUA-6	Aaon / Detention Bldg.	**Seasonal**	1.50	2.50			X	2.50			X	1.50
			Mid Season	-	-								
16	Boiler-1	Bryan / Mech. Room	**Seasonal**	3.00	3.00			X	3.00			X	3.00
			Mid Season	-	-								
17	Boiler-2	Bryan / Mech. Room	**Seasonal**	3.00	3.00			X	3.00			X	3.00
Total Hours for quarterly maintenance				**76.00**					40.50				35.50
Set Up/Travel Time per year				**8.50**									
Total PM Hours				**84.50**									

Condenser Cleaning Time **-**

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Logan County Justice Center, 110 North Riverview Dr.

PREVENTIVE MAINTENANCE MATERIAL LIST

PM#: **1025-F**

Date: 12/3/2014

EQUIPMENT	MATERIAL DESCRIPTION	CHANGES PER YEAR	QUANTITY PER CHANGE	ANNUAL QUANTITY
Intellipak (4), Boilers (2)	Combustion Analyzer	6	1	6
Hotel		2	3	6
Misc Items	Consumables,Rags, Grease, PPE	1	1	1

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Logan County Justice Center, 110 North Riverview Dr.
PM#: **1025-F**
Date: 12/3/2014

Labor Rates

Planned Maintenance Contract Rates

$80.00 per hour (for PM contracted work)

Standard Time and Material Rates for PM Customers

$84.00 per hour plus materials

Overtime Time and Material Rates for PM Customers

$126.00 per hour plus materials

Standard Rates (non-contract customers)

$90.00 per hour plus materials

Overtime Rates (non-contract customers)

$135.00 per hour plus materials

Holiday Rates

$168.00 per hour for contract customers
$180.00 per hour for non-contract customers

Standard Rates Hours of Operation

8:00 am to 4:30 pm Monday through Friday
All other times are considered overtime.

24 Hour Service

Call **970-397-8362** 24 hours a day for service

Labor Rates are adjusted Jan. 1st of every year.

Diller Mechanical Services LLC

PROFESSIONAL PERFORMANCE AT ALL LEVELS

Logan County Justice Center, 110 North Riverview Dr.

PM#: **1025-F**

Date: 12/3/2014

COMMENTS / NOTES / REVISIONS:

1. This maintenance proposal covers a check of components for proper operation 2 times per year for applicable equipment listed on the "Service Task Summary/Equipment List/Schedule" page.

2. DMS can modify this proposal to work with your budget, process needs and schedule. We can decrease/increase visits per year or number of checks performed per visit.

3. This maintenance proposal does not cover part replacement, diagnosing of equipment failures or labor associated with such work. All such work will be at the T&M Contract Labor Rate ($84.00 per hour) plus material/parts and consumables charge.

4. **Payment Terms:** Net 30 from billing invoice date. A late payment charge of 1% per month (12% annually) will be accessed if payment is not received within 60 days of the invoice date. This applies to both maintenance and repair invoices.

FFATA/FSRS Data Report

Due to the implementation of the FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA), the COEM must enter the information for each subaward into the SUB-AWARD REPORTING SYSTEM (FSRS). This information is required by the Office of Management and Budget (OMB) and must be submitted by the COEM within 30 days of making the subaward, so is being collected at the time of each grant application.

Unless otherwise indicated, all fields must be completed in order to be an eligible subgrant recipient.

Information Field	Field Description	Response
Agency or Jurisdiction DUNS #	DUNS number assigned to your jurisdiction or specifically to your agency	
Parent Organization DUNS number, if applicable	If the Jurisdiction has a DUNS number and the Agency has one as well, insert the Jurisdiction's DUNS here.	
Name of Entity Receiving Award	Jurisdiction or Agency Name to which the DUNS number is assigned	Logan County Office of Emergency Management
Location of Entity Receiving Award	Full Street Address of the Recipient Agency	315 Main Street – Suite 2 Sterling, CO 80751
Primary Location of Performance of the Award	Include City, State and Congressional District	Sterling, CO District 4
The Information Below MAY be Required – See Determining "and" statements		
Names and Total Compensation of the Five (5) most highly compensated officers	If **all** of the Conditions Below are true then the names and compensation information is required – otherwise mark Box 1 as "Not Required"	Information if Required
The entity in the preceding fiscal year received 80% or more of its annual gross revenues in federal awards, and;		1.Not Required
The entity received $25,000,000 or more in annual gross revenues from Federal awards, and;		2.
The public does not have access to this information through periodic reports filed with the IRS or SEC		3.
		4.
		5.

Signature: _____ Date: _____

Agency's Authorized Representative (usually the Grant Administrator named in the application and the grant contract)

By signing above, I certify that the information contained in this FFATA data report is complete and accurate to the best of my knowledge.

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

Part I
Calendar Year 2015 EMPG-LEMS Grant Activities
Work Plan Template (v.110714)

Instructions

Use the 15 EMF categories as a framework for planning your annual work program and consider identified capability gaps or shortfalls that need to be addressed. This can be done in four steps.

1. First, consider your community's long-term strategy for developing and sustaining an all-hazards preparedness strategy, including initiatives that can be accomplished during the grant performance period as well as those objectives that will need to be phased over multiple years.
2. Second, identify Planned Activities that, when completed, will assist you in achieving your long-term strategy. Complete the Work Plan Template by identifying Planned Activities for each Emergency Management Function (EMF) that is relevant to your strategy. Identify to the extent possible the measurable outcome for each Planned Activity.
3. Third, place those activities that can be accomplished during the current performance period in the quarter that you expect the activity to be completed (it is recognized that schedules and priorities change and that activities may actually be accomplished in a different quarter than the one projected).
4. Fourth, determine if the products/activities you have identified combine to make your program eligible for 100% of your award (use the product/activity table from the guidance)
5. Finally, submit the finished document to your assigned DHSEM Regional Field Manager.

Please don't hesitate to contact your DHSEM Regional Field Manager for assistance in completing this Work Plan Template.

Signatures

Must be signed (in ink) or (Adobe Acrobat digital signature) by the emergency manager and forwarded to the assigned DHSEM Regional Field Manager for approval.

By signing, the applicant acknowledges that he/she has read and understands the calendar year 2015 Program Guidelines and Application Kit.

Jurisdiction: LOGAN COUNTY

Emergency Manager of Jurisdiction: _____ Date: _____

DHSEM Regional Field Manager: _____ Date: _____

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

Part I
2015 EMPG-LEMS Grant Activities
Work Plan Template

2015 EMPG-LEMS Grant Activities		
EMF-1		
Finance and Administration		
Objective(s) of Planned Activities: *Budget preparation, grant administration, LEMS application, expense tracking, quarterly reimbursement requests, quarterly performance reports, equipment monitoring*		
Mandatory Federal Activities for this EMF: Submit updated FFATA		
1st Quarter	Planned Activities: Submit 1st Quarter EMPG Report by 04/15/15 (Program from 01/01/15 to 03/31/15) and 1st Quarter Reimbursement request by 04/30/15 for (Reimbursement Request 01/01/15 to 03/31/15).	Results:
2nd Quarter	Planned Activities: Submit 2nd Quarter EMPG Report by 07/15/15 (Program from 04/01/15 to 06/30/15) and 2nd Quarter Reimbursement request by 07/24/15 for (Reimbursement Request 04/01/15 to 06/30/15).	Results:
3rd Quarter	Planned Activities: Submit 3rd Quarter EMPG Report by 10/15/15 (Program from 07/01/15 to 09/30/15) and 3rd Quarter Reimbursement request by 10/30/15 for (Reimbursement Request 07/01/15 to 09/30/15).	Results:
4th Quarter	Planned Activities: Submit 4th Quarter EMPG Report by 01/15/16 (Program from 10/01/15 to 12/31/15) and 4th Quarter Reimbursement request by 01/30/16 for (Reimbursement Request 10/01/15 to 12/31/15).	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-2		
Laws and Authorities		
Objective(s) of Planned Activities: *Ordinances, resolutions, emergency declarations, EMAP accreditation, compliance with laws and regulations.*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: The Logan County and City of Sterling EOP is current within the 3 year cycle. The Logan County BCC will complete an annual review of the Logan County EOP for current contact information and needed updates Program Deliverables will be forwarded to the RFM for review.	Results:
2nd Quarter	Planned Activities: The Logan County BCC will update and verify resolutions promulgating the Logan County EOP. Program Deliverables will be forwarded to the RFM for review.	Results:
3rd Quarter	Planned Activities: Conduct a bi-annual review with jurisdictions and agencies on the updating of NIMS records. . Program Deliverables will be forwarded to the RFM for review.	Results:
4th Quarter	Planned Activities: Work with local jurisdictions and agencies to meet NIMS compliance and to report the information annually to NIMSCAST Program Deliverables will be forwarded to the RFM for review.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-3		
Risk Assessment		
Objective(s) of Planned Activities: *Development/upgrade of local/tribal THIRA (Threat and Hazard Risk Identification and Assessment) or (HIRA Hazard Risk Identification and Assessment), development of corresponding risk management strategies.*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: Development/upgrade of the local THIRA (Threat and Hazard Risk Identification and Assessment) and corresponding risk management strategies to be included in the Regional THIRA. NWS Spotter training will be held in March. Local THIRA will be submitted to the RFM for Review. **20% of Annual Allocation**	Results:
2nd Quarter	Planned Activities: The Logan County Severe Weather warning/alerting procedures will be tested monthly. Wildfire and severe weather citizen information will be publicized.	Results:
3rd Quarter	Planned Activities: Logan County will continue to test alerting procedures accordingly to plan. Pre-Planning for the Logan County Fair and other outdoor events will be done.	Results:
4th Quarter	Planned Activities: Testing of alerting procedures will continue through October. Winter weather awareness activities will commence during the 4th Quarter. *Logan County OEM will distribute a copy of the Logan County Severe Weather Warning and Alert Plan to the RFM. **Alert and Warning Plan Program Requirement 25% of Annual Allocation**	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-4		
Hazard Mitigation Plans and Projects		
Objective(s) of Planned Activities: *Development of local/tribal hazard mitigation plans, implementation of hazard mitigation projects, coordination of Environmental and Historic Preservation (EHP) reviews*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: The Logan County OEM will receive the final Northeast Colorado Hazard Mitigation Plan back from DHSEM, the Logan County BCC and City of Sterling will submit resolutions adopting the Logan County Hazard Mitigation Plan, including all stakeholders.	Results:
2nd Quarter	Planned Activities: **The Logan County OEM will receive the final Northeast Colorado Hazard Mitigation Plan back from DHSEM, the Logan County BCC and City of Sterling will submit resolutions adopting the Logan County Hazard Mitigation Plan, including all stakeholders. The Emergency Manager will facilitate a review of the "Action Items" in the Hazard mitigation plan with the stakeholders. The Logan County Pre-Disaster Mitigation Plan (County Elements) will be forwarded to the RFM. **Logan County Hazard Mitigation (PDM) Plan Program Requirement 20% of Annual Allocation**	Results:
3rd Quarter	Planned Activities: Plan and conduct a table top tornado exercise with Logan County's external stakeholders.	Results:
4th Quarter	Planned Activities: The Emergency Manager will facilitate additional activities in conjunction with the Logan County Emergency Preparedness (MACG) committee.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-5		
Emergency Operations Plans		
Objective(s) of Planned Activities: *Development/upgrades of local/tribal emergency operations plans (EOPs) in accordance with CPG-101, Version 2.0, fostering partnerships with EOP stakeholder agencies and organizations*		
Mandatory Federal Activities for this EMF: All EMPG Program grantees/sub-grantees must maintain, or revise as necessary, jurisdiction-wide all-hazards Emergency Operations Plans that are consistent with CPG-101 v.2 (November 2010) and provide copies of new and revised EOPs/Annexes to DHSEM Regional Field Manager.		
1st Quarter	Planned Activities: The current Logan County and City of Sterling's EOP with its revised annexes will be submitted to the Regional Manager.	Results:
2nd Quarter	Planned Activities: Update elements of the EOP that are more than 3 years old	Results:
3rd Quarter	Planned Activities: Update elements of the EOP that are more than 3 years old.	Results:
4th Quarter	Planned Activities: All revisions along with accompanying resolutions will be submitted to the regional field manager. **Logan County Emergency Operations Plan Program Requirement 25% of Annual Allocation**	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-6		
Recovery Plans		
Objective(s) of Planned Activities: *Development/upgrades of local/tribal recovery plans, fostering partnerships with recovery stakeholder agencies and organizations*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: Start the process for a Logan County Recovery Plan. Logan County will continue to foster partnerships with recovery stakeholders and organizations.	Results:
2nd Quarter	Planned Activities: Continue the process for a Logan County Recovery Plan. Logan County will continue to foster partnerships with recovery stakeholders and organizations. The Logan County Recovery Plan/Annex will be forwarded to the RFM.	Results:
3rd Quarter	Planned Activities: Continue the process for a Logan County Recovery Plan. Logan County will continue to foster partnerships with recovery stakeholders and organizations. The Logan County Recovery Plan/Annex will be forwarded to the RFM. A Tabletop EOC Exercise is being planned and the recovery annex will be further evaluated then.	Results:
4th Quarter	Planned Activities: Conduct a Recovery Tabletop EOC exercise.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-7		
Training		
Objective(s) of Planned Activities: *NIMS training delivery, staff professional development, development of Training & Exercise Plans (TEPs)*		
Mandatory Federal Activities for this EMF, (1) all EMPG program funded personnel (State/Local/Tribal) must complete the following NIMS training courses and record proof of completion: IS 100; IS 200; IS 700; and IS 800; FEMA Professional Development Series: IS 139; IS 230.a; IS 235.a; IS 240.a; IS 241.a; IS 242.a; and IS 244.a, (2) all grantees and sub-grantees are required to develop a Multi-Year TEP that incorporates linkages to core capabilities and update it annually.		
1st Quarter	Planned Activities: Update multi-year training and exercise plan. This plan should include required training for EMPG funded personnel. Report completed training for EMPG funded personnel, and submitted to the RFM.	Results:
2nd Quarter	Planned Activities: Submit updated TEP to RFM. Report completed training for EMPG funded personnel.	Results:
3rd Quarter	Planned Activities: Implement training plan. Report completed training for EMPG funded personnel.	Results:
4th Quarter	Planned Activities: Implement training plan. Report completed training for EMPG funded personnel.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-8		
Exercises		
Objective(s) of Planned Activities: *Participation in exercises as "Sponsoring" and/or "Participating" agencies*		
Mandatory Federal Activities for this EMF: (1) All EMPG program funded personnel (State/Tribal/Local) must participate in at least three exercises in a 12-month period. Sub-grantees may sponsor and/or participate in other sponsor's exercises to fulfill this requirement, (2) all grantees and sub-grantees are required to develop a Multi-Year TEP that incorporates linkages to core capabilities and update it annually.		
1st Quarter	Planned Activities: Implement exercise program as outlined in the TEP. Develop plan to meet FEMA exercise requirement and review with RFM. Report on completed exercises include AAR or CAP	Results:
2nd Quarter	Planned Activities: Implement exercise program as outlined in the TEP. Develop plan to meet FEMA exercise requirement and review with RFM. Report on completed exercises include AAR or CAP	Results:
3rd Quarter	Planned Activities: Implement exercise program as outlined in the TEP. Develop plan to meet FEMA exercise requirement and review with RFM. Report on completed exercises include AAR or CAP	Results:
4th Quarter	Planned Activities: Implement exercise program as outlined in the TEP. Develop plan to meet FEMA exercise requirement and review with RFM. Report on completed exercises include AAR or CAP	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-9		
Incident Management		
Objective(s) of Planned Activities: *EOC management, COG, multi-agency coordination, support of incident command operations*		
Mandatory Federal Activities for this EMF: None **State Requirement: Before March 30, 2015 hold a meeting with the jurisdiction's emergency services and partner agencies to include: law enforcement, fire, EMS, public works, health and medical, behavioral health, mass care (human services, Red Cross, VOAD), schools, public utilities, public information, and other relevant stakeholders. Before December 31, 2015 hold a second meeting with this same group. These are the agencies and entities which constitute your partners during an EOC activation and any significant incident response. Prepare an agenda for these meetings with the Regional Field Manager.**		
1st Quarter	Planned Activities: The Emergency Manager meets with the Rural Fire Chiefs Association, EMS Council, ESF 8 Committee, RE1 Schools Safety Committee and the Logan LEPC.	Results:
2nd Quarter	Planned Activities: The Emergency Manager meets with the Rural Fire Chiefs Association, EMS Council, ESF 8 Committee, RE1 Schools Safety Committee and the Logan LEPC.	Results:
3rd Quarter	Planned Activities: The Emergency Manager meets with the Rural Fire Chiefs Association, EMS Council, ESF 8 Committee, RE1 Schools Safety Committee and the Logan LEPC.	Results:
4th Quarter	Planned Activities: The Emergency Manager meets with the Rural Fire Chiefs Association, EMS Council, ESF 8 Committee, RE1 Schools Safety Committee and the Logan LEPC.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-10		
Communications		
Objective(s) of Planned Activities: *Activities supporting interoperability, including cooperative planning, equipment tests, drills, radio checks, purchases, etc*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: Logan County tests its communications interoperability with scheduled tests, drills and checks accordingly.	Results:
2nd Quarter	Planned Activities: Logan County tests its communications interoperability with scheduled tests, drills and checks accordingly.	Results:
3rd Quarter	Planned Activities: Logan County tests its communications interoperability with scheduled tests, drills and checks accordingly.	Results:
4th Quarter	Planned Activities: Logan County tests its communications interoperability with scheduled tests, drills and checks accordingly.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-11		
Operations Procedures		
Objective(s) of Planned Activities: *Development/maintenance of systems (e.g., Web EOC), processes (e.g., resource order process), capabilities (e.g., EOC management training), and Plans (e.g., COOP) to support incident operations*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: The Emergency Manager will update Logan County's resources in WebEOC as applicable monthly. Local Resource ordering and will be coordinated through the Sterling Regional Communications Center. During the 1st Quarter hold a meeting with the jurisdictions emergency services and partner agencies to include: law enforcement, fire, EMS, Public Works, health and medical, behavioral health, mass care (Red Cross, VOAD) schools, public utilities, public information and other relevant stakeholders. *Enter local incidents into the WebEOC in proper notification region.*	Results:
2nd Quarter	Planned Activities: The Emergency Manager will update Logan County's resources in WebEOC as applicable monthly. Local Resource ordering and will be coordinated through the Sterling Regional Communications Center. Logan County OEM will start the process for Logan County Resource Mobilization Plan. *Enter local incidents into the WebEOC in proper notification region.*	Results:
3rd Quarter	Planned Activities: During the 1st Quarter hold a meeting with the jurisdictions emergency services and partner agencies to include: law	Results:

	enforcement, fire, EMS, Public Works, health and medical, behavioral health, mass care (Red Cross, VOAD) schools, public utilities, public information and other relevant stakeholders. Logan County OEM will continue the process for Logan County Resource Mobilization Plan. *Enter local incidents into the WebEOC in proper notification region*	
4th Quarter	Planned Activities: The Emergency Manager will update Logan County's resources in WebEOC as applicable monthly. Logan County OEM will continue the process for Logan County Resource Mobilization Plan. *Enter local incidents into the WebEOC in proper notification region*	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-12		
Mutual Aid		
Objective(s) of Planned Activities: *Maintenance of local, interagency, regional and statewide intergovernmental agreements*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities The Emergency Manager will schedule mutual aid meetings with all mutual aid partners. Mutual Aid agreements and IGA's will be reviewed as needed.	Results:
2nd Quarter	Planned Activities: The Emergency Manager will schedule mutual aid meetings with all mutual aid partners. Mutual Aid agreements and IGA's will be reviewed as needed.	Results:
3rd Quarter	Planned Activities: The Emergency Manager will schedule mutual aid meetings with all mutual aid partners. Mutual Aid agreements and IGA's will be reviewed as needed.	Results:
4th Quarter	Planned Activities: The Emergency Manager will schedule mutual aid meetings with all mutual aid partners. Mutual Aid agreements and IGA's will be reviewed as needed.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-13		
Resource Management		
Objective(s) of Planned Activities: *Development/maintenance of resource mobilization plans and processes, including database management systems, financial controls and relevant forms*		
Mandatory Federal Activities for this EMF: None **Colorado Requirement: In order to meet the requirements of the Colorado Disaster Emergency Act CRS 24-33.5, Part 7, a Colorado priority for the 2015 EMPG program is the development and implementation of state and local resource management systems. (Please see program requirements in guidance)**		
1st Quarter	Planned Activities: The resource plan will be revised and forwarded to the LCBOCC for adoption. Review and maintenance of all resource data in the WebEOC Resource Management System.	Results:
2nd Quarter	Planned Activities: Copy will be forwarded to the Regional Field Manager. **Logan County Resource Mobilization Plan** **25% of Annual Allocation**	Results:
3rd Quarter	Planned Activities: The Emergency Manager will prepare an EOC drill to exercise the plan. Prior to the Drill an ICS 402 class for public officials will beheld.	Results:
4th Quarter	Planned Activities: Conduct an EOC resource mobilization Drill. Review and maintenance of all resource data in the WebEOC Resource Management System.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-14		
Facilities Management		
Objective(s) of Planned Activities: *Monitoring & maintenance of EOC/Alternate EOC facilities and equipment*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: Logan County currently has a EOC Facility with the City of Sterling. An MOU or IGA will be revisited concerning the dual operations.	Results:
2nd Quarter	Planned Activities: The resource mobilization Drill will assist in evaluating the functionality of the current EOC	Results:
3rd Quarter	Planned Activities: An Alternate EOC site will be sought in the Logan County Area.	Results:
4th Quarter	Planned Activities: The Emergency Manager will continue to seek ways to improve the operation of the EOC.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Grant Activities		
EMF-15		
Crisis Communication, Public Information and Education		
Objective(s) of Planned Activities: *Development/maintenance of Joint Information System (JIS) protocols and procedures, web page management, and procedures for utilizing social media. Development and maintenance of Alert and Warning Plans and procedures.*		
Mandatory Federal Activities for this EMF: None		
1st Quarter	Planned Activities: The Emergency Manager will coordinate these activities with NPAC. Warning plans are current with the Communications Center. These will be updated as necessary.	Results:
2nd Quarter	Planned Activities: The Emergency Manager will coordinate these activities with NPAC. Warning plans are current with the Communications Center. These will be updated as necessary and submitted to the RFM.	Results:
3rd Quarter	Planned Activities: The Emergency Manager will coordinate these activities with NPAC. Warning plans are current with the Communications Center. These will be updated as necessary.	Results:
4th Quarter	Planned Activities: The Emergency Manager will coordinate these activities with NPAC. Warning plans are current with the Communications Center. These will be updated as necessary.	Results:

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

2015 EMPG-LEMS Annual Program Paper
Part II Jurisdiction Information and Signatures (v.110714)
Note: This document serves to meet the requirements of §24-33.5-707(7), C.R.S.

Jurisdiction Name: Logan County

Emergency Program Manager

Name: Dave Donaldson (Interim EM)
Job Title: **Emergency Manager**

Mailing Address: 315 Main Street – Suite 2, Sterling, CO 80751

Physical Address (if different):

Phone Contact Information

Office Phone number: **970-522-0888**
24 Hour Emergency Line: **970-522-3512 X0**
Office Fax: 970-522-4018
Cellular: **970-580-6318**
Pager:
E-Mail Address: Donaldson@logancountyco.gov

Employment Status (Please indicate how many)
Paid Full Time: 1 Paid Part Time: 0 Volunteer: 0 Other: 0

Jurisdiction Job Title Program Manager Reports to: **Logan County Board of Commissioners**

Hours worked per week for jurisdiction in all job titles: **40 Hours**

Hours worked per week devoted to Emergency Management: **40 Hours**

Additional Emergency Management Staff			
Type of Employment	How many?	Total staff hours/week	Total E.M. hours/week
Paid full time professional	0	0	0
Paid full time clerical	0	0	0
Paid part time professional	0	0	0
Paid part time clerical	0	0	0
Volunteer	0	0	0
Other personnel	0	0	0

Senior Elected Official (Name and Title) _____

Chief Executive Officer (if different from above) _____

Signature/Chief Executive _____

Signature/Emergency Manager/Coordinator _____ Date _____

Signature/DHSEM Regional Field Manager _____ Date _____

COLORADO
Division of Homeland Security
& Emergency Management
Department of Public Safety

Emergency Management Program Grant (EMPG)
Local Emergency Manager Support (LEMS)
Program Funding Application: Part III (v.110714)

Staffing Pattern and Program Funding for Calendar Year 2015

Note: This for MUST be resubmitted *whenever the jurisdiction has personnel changes*.

JURISDICTION: Logan County

	Salaries & Benefits			
A	LEMS Eligible Salary (Staffing Report Block 10 Total):	$50,206		
B	LEMS Eligible Benefits (Staffing Report Block 11 Total):	$13,591		
C	***Total Salary and Benefits (a+b):***		***$63,797***	
	Travel Expenses			
D	Local Travel (mileage, fleet expense, or other):	$ 250.00		
E	Out of State Travel:	$ -		
F	Conference & Seminars (Registration Fees, Hotels, etc.):	$ 250.00		
G	Training (Registration Fees, hotels, etc.):	$ 250.00		
H	Per Diem:	$ -		
I	Other (Dues, Certifications and Membership Fees):	$ -		
J	***Total Travel Expenses (D+E+F+G+H+I):***		***$ 750.00***	
	Office Support Expenses (more than $200 for year)			
K	Office Supplies and Materials:	$ 200.00		
L	Equipment Purchase:	$ 1,500.00		
M	Equipment Lease:	$ -		
N	Rent, Utilities, etc.:	$ -		
O	Printing & Copying:			
P	Postage:			
Q	Other (Advertising, Cell Phones, Aircards, etc.):			
R	***Total Office Support Expenses (K+L+M+N+O+P+Q):***		***$ 1,700.00***	
S	**Total Request (C+J+R):**			$ 66,247.00
T	**Federal (Eligible for Reimbursement) Amount (One half of S):**			$ 33,123.50

Jurisdiction Emergency Manager Signature _____ Date

Jurisdiction Chief Financial Officer Signature _____ Date

COEM Regional Field Manager Signature _____ Date