



Proposal to Nueces County for Exercises and Plans Development

As a result of the COVID pandemic, the County of Nueces, Texas has identified a need for planning development and incident command training/exercises. BCFS Health and Human Services (HHS) Emergency Management Division (EMD) proposes to provide the following services to assist Nueces County to be better prepared to respond and recover from the current pandemic and provide improved emergency management services for its citizens in future catastrophic events.

Scope of Work:

I. Incident Command Structure Drills and Deliverables

- A. Develop, coordinate and facilitate three (3) Incident Command Structure drills for identified Nueces County Command and General Staff personnel so the ICS process can be better incorporated into all disaster response, but specifically to better respond to the current COVID 19 event. Develop a summary AAR of the three exercises with recommended Improvement Plan.
- B. Review disaster response plans to confirm compliance with the ICS protocols. Review will occur after each of the exercises to utilize for discussion from the exercise to modify and improve plans.
 1. Timeline. Delivery of three drills over the next three months to be completed by December 15, 2020.
 - Month 1 (October) 4- hour exercise followed by 4-hour Emergency Operations Plan review with EOC staff.
 - Month 2 (November) 4-hour exercise followed by 4-hour plan review with EOC staff and Command and General Staff members.
 - Month 3 (December) 4-hour exercise with complete review of plans with all Command and General staff and policy group/judge for final close out and recommendations for path forward for Nueces County.

*It is estimated the deliverables will entail 3 separate trips to Nueces County for the Exercise Developer to facilitate the exercises, and 1 evaluator to provide documentation/evaluation support. BCFS HHS EMD shall prepare and submit to Nueces



County a progress report in reasonable detail, stating the status and description of the work accomplished with each invoice.

C. Remuneration.

1. Total Price for Deliverables, including labor and travel will be **\$7941.73**.
2. Nueces County will be billed in three (3) separate invoices, one sent after each exercise totaling \$2,647.24. Payment is due to BCFS within fifteen (15) calendar days of date of invoice. If payment is not received timely, BCFS will discontinue further drills until payment is received.

II. Public Health Immunization Plan and Deliverables

- A. Review existing plans related to public health immunization for potential COVID 19 vaccination of Nueces County population and develop a vaccination distribution plan.

*It is estimated that this deliverable would require 2 separate trips to Nueces County to coordinate with local public health officials, the County Judge and emergency management on the plan. BCFS HHS EMD shall prepare and submit to Nueces County a progress report in reasonable detail, stating the status and description of the work accomplished with each invoice.

1. Timeline. Delivery of the Public Health Immunization Plan to be completed by December 15, 2020.

B. Remuneration.

1. Total Price for Deliverables, including labor and travel will be **\$5,343.78**.
2. Nueces County will be billed in two (2) separate invoices: one sent after initial meeting with Nueces County stakeholders and development of project management plan, review of existing plans and development of outline for immunization plan; and the second invoice sent after development of immunization plan, second meeting to review plan and approval of immunization plan, each invoice totaling \$2,671.89.

III. 'As Needed' Incident Management Team Response Services

- A. Availability of an Incident Command person in the event of a disaster while County Emergency Management Coordinator is on leave through 2020 (commitment to end on December 30, 2020).



*Hourly rate IMT position = \$167.54 per hour. (Hourly rate does not include travel expenses such as mileage, per diem, and lodging.)

- B. Process for Activation. Nueces County will contact BCFS HHS EMD personnel (Tom Polonis) who will immediately contact EMD Executive Director to advise of activation. Response time will be no more than 12 hours if Mr. Polonis is available, 24 hours for any other IMT staff.

IV. Supplemental Terms and Conditions

- A. Termination of Agreement. This agreement will terminate on December 30, 2020 or earlier if all deliverables are met. BCFS HHS EMD warrants that all deliverables will meet best practices of industry standards. Notwithstanding the foregoing, BCFS HHS EMD may terminate or postpone this agreement until any amounts due to BCFS HHS EMD, by Nueces County, are current.
- B. Any notice, demand, or request required or permitted by and directly related to the establishment, continuance, renewing, or cancellation of this agreement shall be in writing and deemed to have been sufficiently given when personally delivered to, sent via email, or sent via certified overnight mail, addressed as follows:

Nueces County:

Name: Nueces County Office
of Emergency Management

Address: 901 Leopard St. Ste 303

City, ST Zip: Corpus Christi, Tx 78401

Attn: Judge Barbara Canales

Email address: Barbara.Canales@nuecesco.com
Kathy.ard-blattner@nuecesco.com

BCFS HHS:

BCFS HHS

c/o Emergency Management
Division

1506 Bexar Crossing

San Antonio, Texas 78232

210-283-5195

Attn: Dakota Duncan

DD1017@bcfs.net

- C. Authenticity. The signatories hereto warrant and represent that they have authority to bind their principals and that the parties hereto are the correct parties to the agreement as to the covenants exchanged herein.
- D. Governing Law. This agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue by agreement of the parties is specifically set in a court of competent jurisdiction in Nueces County, Texas.
- E. Point of Contact – for all matters related to the scope of work and deliverables, the Nueces County Point of Contact shall be Kathy Ard-Blattner, Nueces County Deputy Emergency Management Coordinator (Kathy.ard-blattner@nuecesco.com), 361-888-0876. The Point of Contact for BCFS HHS EMD will be Dee Grimm, Director of Business and Program Development (dgrimm@bcfs.net), 210-216-0930.



The parties hereto have executed this agreement on the day of the last signature ascribed below.

Barbara Canales
Authorized Signer for Nueces County

Dakota Lee Duncan
Authorized Signer for BCFS HHS (EMD)

County Judge
Title

Executive Director
Title

Barbara Canales
Printed Name

Dakota Duncan
Printed Name

10/8/20
Date

October 8, 2020
Date