

**Agreement Between
Partnership4Health Community Health Board
and
Vergas, Minnesota**

This agreement is made between Partnership4Health Community Health Board (P4H CHB) located at 715 North 11th Street, Suite 303, Moorhead, MN and The City of Vergas, Minnesota, located at PO Box 32, 111 Main St, Vergas, MN 56587-0032.

Partnership4Health Community Health Board (P4H CHB) has been awarded a Statewide Health Improvement Partnership (SHIP) grant to support local communities to improve health. This grant builds on current work to prevent and better manage obesity, diabetes, heart disease, and stroke, at the same time focusing on reducing health disparities.

Clay County Public Health is the designated lead agency with authority to execute the project administration, management, implementation, and reporting responsibilities for the SHIP grant; and

Clay County Public Health is fiscal agent for P4H CHB located at 715 North 11th Street, Suite 303, Moorhead, MN 56560, and the City of Vergas is located at PO Box 32, 111 Main St, Vergas, MN 56587-0032.

WHEREAS, Clay County Public Health will enter into an agreement with Vergas, Minnesota to complete the deliverables as follows:

Vergas, Minnesota will:

1. Hire a consultant of its own choosing to complete a Trail Plan as outlined below
2. Submit an invoice to Clay County Public Health finance director with appropriate documentation within 15 days of completion of project for PartnerSHIP 4 Health's contribution of \$15,000.00 towards payment to the consultant

Clay County Public Health, as fiscal host, will

1. Compensate Vergas, Minnesota up to \$15,000.00 to create a Trail Plan for Vergas, MN.
2. Reimburse services rendered and disperse funds to the City of Vergas within 30 days of receipt of invoice

Scope of Services

As part of the Statewide Health Improvement Partnership (SHIP) grant, PartnerSHIP 4 Health (PS4H) is inviting Vergas to partner with us to create a Trail Plan for Vergas, MN.

Award:

Vergas will be reimbursed for their contractor's services on a lump sum basis for the actual time expended. Other direct project expenses such as printing, supplies, reproduction, etc., will be billed at cost. Mileage will be billed at the current allowable IRS rate for business miles.

The project and scope of services include both time and expenses and are not to exceed \$15,000.00.

It is understood that if the scope or extent of work changes, the cost will be adjusted accordingly. Before any out-of-scope work is initiated, however, a budget request for the new work will be submitted and work will not begin until authorized by P4H CHB.

Deliverables:

Vergas Deliverables (Trail Plan):

- Submit *Partnering Organization Agreement* by December 15, 2022.
- Project Kick-Off. Vergas staff will meet with representatives of PartnerSHIP 4 Health, MnDOT, Otter Tail County, and other stakeholders (hereinafter known as "the Committee") to confirm the scope of the Trail Plan.
- Vergas will facilitate at least one public input meeting in Vergas and one additional public input meeting near the proposed connection to the Heartland Trail in 2023 for the Trail Plan. After the public input meetings, Vergas will revise the Trail Plan and other materials as appropriate based upon public input and consultation with the Committee. As needed, Vergas will meet with the Committee before and after the public input meeting for consultation and guidance.
- Vergas will provide a Trail Plan to the Committee by September 30, 2023, that shall at a minimum include maps and recommendations for the following:
 - o A future multi-use path between the City of Vergas and the Heart of the Lakes Trail.
 - o A future multi-use path between the City of Vergas and the Heartland Trail.
- Vergas will e-mail an electronic version (such as a PDF) of all materials created, including the final Trail Plan, to PartnerSHIP 4 Health by September 30, 2023. All materials created and submitted by Vergas' chosen consultant in relation to the Trail Plan shall become property of the PartnerSHIP 4 Health and the City of Vergas.

All work by Vergas' consultant shall be completed and delivered by September 30, 2023.

PartnerSHIP 4 Health DELIVERABLES:

- Provide funding to the City of Vergas to complete the Trail Plan
- Collaborate with the City of Vergas and its chosen consultant in the creation of the Trail Plan, including appointing Patrick Hollister of PartnerSHIP 4 Health to serve on the Committee for this project.

Contact Information:

Clay County Public Health
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VERGAS
Julie Lammers
City Clerk/Treasurer
PO Box 32
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Vergas, MN 56587-0032
jlammers@cityofvergas.com

This agreement will terminate immediately should the State Minnesota Department of Health agreement with P4H CHB be terminated or cancelled.

This agreement shall become effective on day of signing by both parties and remain in effect through October 31, 2023.

Either party can discontinue this agreement with a written two-week notice and/or mutually agreed upon discontinuation date.

Vergas, Minnesota

Date

P4H CHB, CHS Administrator

Date