

**AGREEMENT BETWEEN TOOELE COUNTY AND UTAH STATE UNIVERSITY
FOR A NEEDS ASSESSMENT SURVEY**

AGREEMENT dated this 15th day of October, 2021, by and between Tooele County ("County") and Utah State University ("Contractor") for the provision of a Needs Assessment Survey.

1. Contractor's Obligations. Contractor shall:
 - (a) Develop a survey instrument in collaboration with Tooele County Human Services and Optum Behavioral Health Services;
 - (b) Complete survey reporting by December 15, 2021, including 30 copies of the Human Services Needs Assessment Report and a presentation to the Tooele County Human Services Advisory Council, the Tooele County Manager and the Tooele County Council;
 - (c) During spring semester 2022, conduct focus groups with three target populations: (1) Tooele County residents; (2) social services organizations; and (3) stakeholders;
 - (d) In collaboration with Tooele County Human Services and Optum Behavioral Health Services, create an interview guide; and
 - (e) Compile and disseminate a final report no later than May 1, 2022.
2. County's Obligations. County shall:
 - (a) Cooperate, collaborate and facilitate with and as requested by Contractor; and
 - (b) Pay Contractor no more than \$11,000 total, within 30 days of receipt of invoices for services rendered.
3. This Agreement becomes effective upon execution and continues through completion of Contractor's obligations.
4. Independent Contractor. Contractor is an independent contractor. Contractor has no authority to enter obligations on behalf of County. This Agreement does not create any joint venture, partnership, undertaking or business arrangement between the parties.
5. Insurance and Indemnification. Contractor's employees, equipment and property are not insured by County for injury, damage or loss, and County assumes no liability for any such loss. To the extent allowed by law, Contractor shall indemnify and hold County harmless from

and against all liability arising out of or related to Contractor's obligations, whether negligent or intentional.

6. Modifications. This Agreement may only be amended, modified, or supplemented by written amendment signed by the parties.

7. Entire Agreement. This document constitutes the entire agreement between the parties. All other agreements, promises and representations with respect to the subjects of this Agreement, other than those contained herein, are expressly revoked, as it has been the intention of the parties to provide for a complete integration within the provisions of this document.

8. Severability. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render the other provisions unenforceable, invalid or illegal.

9. Force Majeure. Neither party to this Agreement shall be held responsible for delay or default caused by fire, riot, acts of God, war or pandemic beyond that party's reasonable control.

10. Non-assignability. This Agreement is not assignable.

11. Cost of Default. In the event of default by either party hereto, the defaulting party shall pay all costs and expenses of the non-defaulting party, including a reasonable attorney's fee, which may be incurred by the non-defaulting party in enforcing its rights and remedies resulting from such default.

TOOELE COUNTY:

 10/15/2021

James A. Welch
Tooele County Manager

UTAH STATE UNIVERSITY:

 10/26/2021

Jen Smith
Grants and Contracts Officer

APPROVED AS TO FORM:

 10/15/2021

Colin Winchester
Deputy County Attorney

UTAH STATE UNIVERSITY
SCOPE OF WORK FOR
TOOELE COUNTY NEEDS ASSESSMENT

Utah State University will provide the following deliverables as a part of the request for proposal to conduct a needs assessment and survey for the Human Services Department in Tooele County:

- Develop a survey instrument in collaboration with Tooele County Human Services and Optum Behavioral Health Services for dissemination in October 2021.
- Survey reporting will be completed by December 15th, including 30 copies of the Human Services Needs Assessment Report and a presentation to contractor agencies; i.e., Human Services Advisory Council, Tooele County Council and the County Manager).
- During the spring of 2022, USU will conduct focus groups with three target populations: (1) residents, (2) social service organizations, and (3) stakeholders.
- The interview guide will be created collaboratively with Tooele County Human Services and Optum Behavioral Health Services. A final report will be compiled and presented by May 1, 2022.

Budget Justification

Labor: Two undergraduate hourly students working for 7 months at \$12 per hour for 5 hours per week. Each totaling \$1,799. The fringe for each student is \$14.39 ($\$1,799 \times .008$) for a total labor cost of **\$3,626**

Travel: Three data collection trips for students in the fall (one student coming from Logan and one from Salt Lake City) traveling to Tooele. For Logan based student the cost is \$112 round trip (112 miles x round trip x 0.50 per mile) for each of the three trips. For the Salt Lake City student the cost is \$35 round trip (35 miles x round trip x 0.50 per mile). One presentation of results trip for the PI and Co-PI, the cost is \$112 round trip (112 miles x round trip x 0.50 per mile). There will be four focus group trip in the spring (one student coming from Logan and one from Salt Lake City) traveling to Tooele. For Logan based student the cost is \$112 round trip (112 miles x round trip x 0.50 per mile) for each of the three trips. For the Salt Lake City student the cost is \$35 round trip (35 miles x round trip x 0.50 per mile). The total for travel is **\$1,141**

Supplies & Materials: Up to 20 drawing items for survey participants is estimated to cost \$1,500. Focus group incentives are \$1,000 (40 people x \$25 gift cards). Printing for the final report (\$100 for 60 printed copies in color); \$30 for flyers for recruitment, \$50 for Facebook boosts for recruitment. Transcription for the focus groups are \$300 (4 focus groups x 60 mins x \$1.25 per hour on Rev). F2 iPads for data collection (\$375 x 2 iPads) \$750 and cases \$100 (\$50 x 2). Miscellaneous materials & support costs \$968 for a total of **\$4,798**

Indirect Costs: Direct costs of \$9565 x 0.15 = **\$1,435**

Total Costs: \$11,000