

Mike Escaname

From: Clark,Sandy (DSHS) <Sandy.Clark@dshs.state.tx.us>
Sent: Wednesday, March 11, 2015 10:37 AM
To: 'eddie.olivarez@hchd.org'; Mike Escaname (miguel.escaname@hchd.org)
Cc: Bastis,David (DSHS)
Subject: IDCU/FDBN INV Contractor Renewal Packet for FY2016 - Hidalgo County
Attachments: Contractor Information Form.doc; DSHSCostsOnlyBudgetTemplate052011.xls; DSHSCostsOnlyBudgetInstructions052011.xls

Hidalgo County,

The Department of State Health Services is initiating the contract renewal application process for the Emerging and Acute Infectious Diseases Branch contracts for the IDCU/FDBN INV foodborne illness program. The beginning date for this contract will be September 1, 2015 and extend through August 31, 2016.

The award for this foodborne project is \$73,450. This amount has been approved by the Program Section Director and this anticipated level is dependent upon legislative appropriations.

Attached is the budget template and another file which includes instructions on how to complete the budget. Please complete a 12-month Budget to reflect this DSHS award amount. The allowable expenses on this contract will include personnel, fringe, travel, and supplies.

I have also included a contractor information form for you to fill out and return to me. It is not necessary that the form is signed at the bottom, but please list the authorized representative.

Please return your completed forms to me by the COB April 1, 2015 or sooner if possible.

If you have questions or need additional information, please feel free to contact me. We look forward to working with you again in Fiscal Year 2016.

Thanks,

Sandy Clark, CTCM
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