7-PARTY MEMORANDUM OF UNDERSTANDING REGARDING GARFIELD COUNTY SENIOR PROGRAMS FOR 2020

This Memorandum of Understanding is entered into between:

The Garfield County Board of County Commissioners, ("BOCC")
The City of Rifle, Colorado,
The City of Glenwood Springs, Colorado,
The Town of Carbondale, Colorado,
The Town of New Castle, Colorado,
The Town of Silt, Colorado,
Roaring Fork Transportation Authority, ("RFTA")

(collectively, the "7-Parties") in order to set forth the terms and conditions of their cooperative provision, administration and funding of a county-wide meal and transportation services for the Garfield County Senior Programs for calendar year 2020 (the "MOU"). This MOU is effective as of January 1, 2020, regardless of the dates on which it is signed.

BACKGROUND

A. Each of the 7-Parties is authorized to make the most efficient and effective use of their governmental powers, responsibilities and monies by cooperating and contracting with other governments. Colo. Const. art. XIV §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.

B. In 2009, 9-Parties entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration and funding of meal and transportation services to senior citizens of Garfield County ("the 9-Party MOU"). This 9-Party MOU is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.

C. In accordance with the 9-Party MOU, in 2009 and each consecutive year thereafter, the now 7 parties have also entered into a Memorandum of Understanding that sets forth each party's annual commitment to share the administrative and operational costs of the Senior Programs meal and transportation services and determines the methodology by which those costs will be allocated among them (the "MOU").

D. In 2016, The Town of Parachute withdrew from membership and opted not to participate in the services provided by Garfield County Senior Programs in 2017. In 2017, it was determined that Colorado Mountain College no longer needs to be part of the MOU beginning 2020.

E. Each of the remaining 7-Parties desires to continue to provide meal and transportation services to eligible Garfield County senior citizens in 2020 in accordance with the original 9-Party MOU.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the 7-Parties agree as follows:

AGREEMENT

1. Incorporation of Recitals. The foregoing Recitals are incorporated as if set forth in full.

2. Purpose of this Agreement. The purpose of this MOU is to define the terms and conditions by which the 7-Parties will collectively provide, administer and fund county-wide meal and transportation services for the Garfield County Senior Programs for calendar year 2020.

3. Term of Agreement. This Agreement shall have an Effective Date of January 1, 2020 regardless of the dates signed and shall terminate on December 31, 2020.

4. Senior Services to be Provided. The BOCC, through its Department of Human Services Senior Programs, will organize and administer the congregate meal and transportation services described in this MOU for eligible senior citizens of Garfield County on behalf of Rifle, Glenwood Springs, Carbondale, New Castle, Silt (collectively, the "Municipalities"). In exchange, the Municipalities will reimburse the BOCC for their proportionate shares of the cost of such services as calculated in accordance with the Cost Methodologies defined in this Agreement.

5. Congregate Meal Services. The BOCC and Municipalities agree that Senior Program meals will be provided at seven (7) locations throughout Garfield County on the days and times set forth in **Attachment A** and further agree that the costs to provide such services will be allocated among them as follows:

a. Cost Methodology – Nutrition: The BOCC agrees to pay forty percent (40%) of total budgeted cost to provide Congregate Meal Services in 2020.
b. The Municipalities each agree to pay a proportionate share of the remaining balance, less all anticipated grant and program funding income, based upon the percentage of total meals served between July 2017 and June 2018 to the residents of each Municipality. The BOCC agrees to be responsible for all meals served to residents of unaffiliated Garfield County and Battlement Mesa as well as any shortfall in grant and program funding income.

c. Application of Cost Methodology to the 2020 Budget: As illustrated in **Attachment B**, which is incorporated here for all purposes, the total budgeted cost to provide Congregate Meal Services in 2020 is **$382,805.00**. The BOCC's 40% share of that amount equals **$153,122.00**. Anticipated grant and program funding income for 2020 is **$243.053.00**. The remaining balance is $0.00.

6. Transportation Services. The BOCC, RFTA and Municipalities agree that Senior Program transportation services will be provided to Garfield County residents sixty-five (65) years old and older who have difficulty utilizing public transportation ("Seniors") and citizens under the age of sixty-five (65) with a functional disability affecting the ability to use public transportation on the schedule set forth in **Attachment C**. These services will be provided by RFTA's Traveler bus system and will be wheel chair accessible, curb to curb, driver assisted transportation and will also include the delivery of meals to the meal site locations. Riders must make reservations 48 hours in advance. The cost to provide these transportation services will be shared by the BOCC, RFTA, and the Municipalities in accordance with the following Cost Methodology:

a. Cost Methodology - Transportation: The BOCC agrees to be responsible for fifty-percent (50%) of the total budgeted cost to provide Senior Transportation Services in 2020. The remaining fifty-percent is paid for by grant and program funding income and allocated payments from the Municipalities based upon the number of rides provided to residents of each Municipality. RFTA agrees to be responsible for the cost of the transportation services provided to the three Municipalities that are current RFTA members: the Town of Carbondale, the City of Glenwood Springs, and the Town of New Castle. The remaining non-RFTA member Municipalities, the City of Rifle, the Town of Silt agree to pay their proportionate share of transportation costs based upon the number of rides provided to the residents of each. The BOCC agrees to be responsible for all rides provided to residents of unaffiliated Garfield County as well as any shortfall in anticipated grant and program funding income.

b. Application of Cost Methodology to 2020 Budget. As illustrated in **Attachment D**, the total budgeted cost to provide Senior Transportation Services in 2020 is **$761,146.00**. This cost represents the costs to the BOCC and to RFTA to provide such services in the amounts of **$44,266.00** and **$746,880.00** respectively, less the amount of **$30,000** received by RFTA from other sources who utilize the Traveler bus system pursuant to a contractual agreement that is unrelated to this MOU. The BOCC's 50% share of this amount equals **$380,573.00**. Anticipated grant and program funding income for 2020 is **$84,941.00**. The remaining balance of **$295,632.00** is distributed among the Municipalities based upon the portion of total rides provided to residents of each Municipality between July 2018 and June 2019, which results in the following amounts due:

Municipality	Number of Rides	Percent of Total	Amount Due
Carbondale*	732	7.69%	$22,731.37
Glenwood Springs*	3,822	40.15%	$118,687.55
New Castle*	519	5.45%	$16,116.91
Silt	145	152%	$4,502.80
Rifle	4,302	45.19%	$133,593.37
TOTAL	**9,520**	**100%**	**$295,632.00**

c. Payment. The BOCC and RFTA have entered into a separate intergovernmental agreement pursuant to which the BOCC agrees to pay RFTA the total amount of **$559,344.17** in twelve (12) equal monthly payments for Senior Transportation Services (the "Traveler IGA"). This amount represents RFTA's estimated cost to provide such services in 2020 less amounts received by RFTA from other sources and less the cost to provide such services to the RFTA Member Municipalities identified with an asterisk above. The non-RFTA member Municipalities agree to pay the respective amounts set forth above upon receipt of an invoice from the BOCC.

7. Appropriation. This MOU is expressly contingent upon appropriation and budgeting for the costs required herein. If any Municipality, including RFTA on behalf of its member jurisdiction Municipalities, fails to appropriate or have available sufficient funds to pay for the costs of the obligations set forth in this Agreement, services to residents of the failing Municipality shall end.

8. Whole Agreement. This MOU sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.

9. Amendment and Assignment. This MOU may be amended, altered, or modified solely through a written agreement executed with equal formality. This MOU may not be assigned by any Party without the written agreement of the all.

10. Facsimiles and Counterparts. This MOU and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.

11. Authority. Each person signing this MOU represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

12. Governing Law. The laws of the State of Colorado shall govern the validity, performance and enforcement of this MOU. Venue for any action instituted pursuant to this MOU shall lie in Garfield County.

13. Notice. Notices to be provided under this Agreement shall be given in writing either by hand delivery or by certified return receipt requested United States mail, to the following:

Carbondale	Jay Harrington, Town Manager Town of Carbondale 511 Colorado Avenue Carbondale, CO 81623 (970) 963-2733 ext. 1207 jharrington@carbondaleco.net

Garfield County	Sharon Longhurst-Pritt, Director Garfield County Department of Human Services 195 West 14th Street Rifle, CO 81650 (970) 625-8282 ext. 3265 spritt@garfield-county.com
Glenwood Springs	Debra Figueroa, City Manager City of Glenwood Springs 101 W. 8th Street Glenwood Springs, CO 81601 (970) 384-6500
New Castle	Dave Reynolds, Town Administrator New Castle Town Hall 450 West Main Street, P O Box 90 New Castle, CO 81647 970) 984-2311 Dreynolds@newcastlecolorado.org
RFTA	Dan Blankenship, Chief Executive Officer Roaring Fork Transportation Authority 2307 Wolfshon Road Glenwood Springs, CO 81601 (970) 384-4981 dblankenship@rfta.com
Rifle	Scott Hahn, City Manager City of Rifle 202 Railroad Ave P. O. Box 1980 Rifle, CO 81650 (970) 625-6266 shahn@rifleco.org
Silt	Jeff Layman, Town Administrator Town of Silt 231 N. 7th Street, PO BOX 70 Silt, CO 81652 970-876-2353, ext. 813 jlayman@townofsilt.org

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective January 1, 2020.

ATTEST:

_____
Town Clerk

TOWN OF CARBONDALE, COLORADO

By:_____
Dan Richardson, Mayor

Date:_____

ATTEST:

Deputy _____
Clerk to the Board

BOARD OF COUNTY COMMISSIONERS GARFIELD COUNTY, COLORADO and BOARD OF SOCIAL SERVICES

By:_____
John Martin, Chairman

Date: JAN 20, 2020

ATTEST:

_____
City Clerk

CITY OF GLENWOOD SPRINGS, COLORADO

By:_____
Jonathan Godes, Mayor

Date:_____

ATTEST:

_____
Town Clerk

TOWN OF NEW CASTLE, COLORADO

By:_____
Art Riddile, Mayor

Date:_____

ATTEST:

_____
Secretary to the Board of Directors

ROARING FORK TRANSPORTATION AUTHORITY

By:_____
_____, Chair

Date:_____

ATTEST:

_____
City Clerk

CITY OF RIFLE, COLORADO

By:_____
Barbara Clifton, Mayor

Date:_____

ATTEST:

_____
Town Clerk

TOWN OF SILT, COLORADO

By:_____
Keith B. Richel, Mayor

Date:_____

ATTACHMENT A

2020 CONGREGATE MEAL SCHEDULE

2020 Senior Programs Congregate Meal Schedule

MEAL SITE CONTACT	KITCHEN	MEAL DAY	Meal Site Name/location
Jerilyn Nieslanik, Manager Crystal Meadows Senior Housing 1250 Hendrick Drive Carbondale, CO 81623 970- 963-9326 cga@qwestoffice.net	Valley View Hospital	Wednesday	Roaring Fork & Spoon Crystal Meadows Senior Housing 1250 Hendrick Drive in the Romminger Room
JULIE S. HANSON *Purchasing & Contracts Director* Colorado Mountain College (CMC) 802 Grand Avenue Glenwood Springs, CO 81601 970.947.8402 / jshanson@coloradomtn.edu	Valley View Hospital	Tuesday/Friday	Chat n' Chew 1402 Blake Avenue Glenwood Springs, CO 81601 in Lucy Huntley Senior Center
Jen Schrock. Site Coordinator Sunnyside Retirement Center 601 21st Street #106 Glenwood Springs, CO 81601 970-945-9234 sunnyside1@questoffice.net	Valley View Hospital	Monday/Thursday	Sunnyside 601 21st Street Glenwood Springs, CO 81601 in the Kitchen
Karla Schultz, Property Manager New Castle Senior Housing 201 Castle Valley Blvd New Castle, CO 81647 (970) 984-0779 newcastle@crhdc.org	City of Rifle	Monday	The Gathering 201 Castle Valley Blvd New Castle, CO 81647 In the Community Room
Ken Bachus, Board President Valley Senior Center PO BOX 932 Parachute, CO 81635-0932 (970) 285-6492 rcampbell623@gmail.com	City of Rifle	Wednesday	Valley Senior Center 540 N. Parachute Parachute, CO 81635
Town of Silt for use of the Silt Town Center Jeff Layman, Town Administrator 231 N. 7th Street, PO BOX 70 Silt, CO 81652 970-876-2353 ext. 813 jlayman@townofsilt.org	City of Rifle	Wednesday	Meet n' Eat 600 Home Avenue Silt, CO 81652

Scott Hahn, City Manager City of Rifle 202 Railroad Avenue Rifle, CO 81650 Included in the meal contract (970) 665-6409 SHahn@riflco.org	City of Rifle	Tuesday, Thursday & Friday	Senior Delight Rifle Senior Center 50 Ute Avenue Rifle, CO 81650

ATTACHMENT B

2020 CONGREGATE MEAL BUDGET AND COST METHODOLOGY

Cost Methodology—2020

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Nutrition Budget		Annual
Wages	$	133,431.00
Employee Benefits	$	66,074.00
Professional - Other	$	151,000.00
Prof Oth - County Attorney Contr	$	250.00
Rental of Land & Buildings	$	1,000.00
Communications	$	600.00
Printing and Binding	$	300.00
DHS - Destruction of Records	$	300.00
Travel	$	300.00
Motor Pool Charges	$	12,000.00
Professional Affiliations	$	100.00
Training	$	800.00
Office Supplies	$	800.00
Operating Supplies	$	9,000.00
Computer Supplies	$	250.00
Freight, postage, Delivery	$	2,000.00
Copy Machine Usage	$	1,600.00
Food - non travel related	$	3,000.00
Total 12 Month Budget		**$382,805.00**
Less AAA funding	$	192,053.00
Less NSIP Incentives	$	15,000.00
Less Program Income	$	36,000.00
Grant & Program Income Total	**$**	**243,053.00**
40% County Share of Total Expenses	$	153,122.00
Garfield County Share	**$**	**153,122.00**
Projected Income/County Share	$	396,175.00
Income less expenses		-$13,370.00
Municipal Budget Share for Distribution		**-$13,370.00**

Staff: 64% Manager
72% Program Coordinator
77% Program Coordinator

NUTRITION BREAKDOWN SUMMARY FOR MUNICIPALITIES

2020				2019		2018	
Jurisdiction	***# of Meals Served***	***Percent of Total***	***Municipal Nutrition Contribution***	***# Meals***	***Contributions***	***# Meals***	***Contributions***
Carbondale	1,342	8.52%	**$0.00**	1,241	$ 1,526.41	1,267	$ 497.67
Glenwood Springs	4,111	26.11%	**$0.00**	3,873	$ 4,763.72	4,041	$ 1,587.28
New Castle	719	4.57%	**$0.00**	734	$ 902.81	743	$ 291.85
Silt	2,418	15.36%	**$0.00**	2,477	$ 3,046.67	2,080	$ 817.01
Parachute	-	0.00%	**$0.00**	-	$ -	-	$ -
Rifle	7,157	45.45%	**$0.00**	7,918	$ 9,739.00	8,301	$ 3,260.59
Municipal Total	***15,747***	***100.00%***	***$0.00***	16,243	$ 19,978.60	16,432	$ 6,454.40
Garfield County	***3,190***			3,253		2,966	
Parachute	-			-		-	
Grand Total	***18,937***			19,496		19,398	
Based on July 2018 - June 2019 Usage				Based on July 2017 - June 2018		Based on July 2016 - June 2017	

ATTACHMENT C

2020 SENIOR TRANSPORTATION SERVICES SCHEDULE

COMMUNITY	DAY OF WEEK OR MONTH	SERVICE DESCRIPTION	NORMAL HOURS OF OPERATION	NUMBER OF VEHICLES
Glenwood Springs	Monday- Friday	Customer transportation and/or local shopping	8 a.m. – 5 p.m.	2-4
	Tuesday	Meal transportation	11 a.m. – 2 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, New Castle, Silt, New Castle & Rifle	8 a.m. – 5 p.m.	1
	Friday	Meal transportation	11 a.m. – 2 p.m.	1
Carbondale	Monday – Friday	Customer transportation and/or local shopping	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation and local shopping	11 a.m. – 4 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
Rifle	Monday	Customer transportation	8 a.m. – 5 p.m.	2
	Tuesday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
	Wednesday	Customer transportation/ Shopping	8 a.m. – 5 p.m.	3-4
	Thursday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, Silt and New Castle	8 a.m. – 5 p.m.	2-3
	Thursday	Battlement Mesa to	8 a.m. – 5 p.m.	1

COMMUNITY	DAY OF WEEK OR MONTH	SERVICE DESCRIPTION	NORMAL HOURS OF OPERATION	NUMBER OF VEHICLES
		Carbondale with stops in Glenwood, Silt, New Castle and Rifle		
	Friday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
Battlement Mesa	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Tuesday	Shopping day in Rifle	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation/Local transportation	11 a.m. – 2 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Rifle, Silt, New Castle, and Glenwood Springs	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa	8 a.m. – 5 p.m.	1
Silt	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation/shopping	11 a.m. – 4 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Rifle, Silt, New Castle, Glenwood Springs and Carbondale	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Rifle	8 a.m. – 5 p.m.	1
New Castle	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Monday	Meal transportation/shopping	11 a.m. –4:00 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood Springs and Carbondale	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Silt, Rifle	8 a.m. – 5 p.m.	1

ATTACHMENT D

2020 TRANSPORTATION BUDGET AND COST METHODOLOGY

Cost Methodology—2020

Transportation Budget		Annual	
Wages	$	25,948.00	Staff: 32% Manager
Employee Benefits	$	15,318.00	7% Prog Coordinator
Prof Oth - County Attorney Contr	$	500.00	
Language Translation	$	200.00	
Communication	$	600.00	
Printing and Binding	$	200.00	
Travel	$	500.00	
Training	$	200.00	
Office Supplies	$	200.00	
Computer Supplies	$	200.00	
Freight, Postage, Delivery	$	400.00	
Total County Expenses	***$***	***44,266.00***	
RFTA	$	746,880.00	Projected based on RFTA Actual Expenditures
MINUS GWS Paratransit	***$***	***30,000.00***	
Total RFTA Expenses	***$***	***716,880.00***	
Total Expenses	***$***	***761,146.00***	
Less Program Income	$	32,000.00	
Less CSBG	$	52,941.00	
Total G/P Income	**$**	**84,941.00**	
Less 50% County Share	$	380,573.00	
Total County Share	**$**	**380,573.00**	
Total Revenue	**$**	**465,514.00**	
Total Expenses	***$***	***761,146.00***	
Income less expenses	**$**	**295,632.00**	
Municipal Budget Share for Distribution	**$**	**295,632.00**	

TRANSPORTATION BREAKDOWN Based on July 2018 - June 2019 Usage

2020				2019		2018	
Jurisdiction	***# of Rides Provided***	***Percent of Total***	***Municipal Transportation Contribution***	***# Rides***	***Contributions***	***# Rides***	***Contributions***
Carbondale*	732	7.69%	$22,731.37	248	$7,572.94	186	$5,384.18
Glenwood Springs*	3,822	40.15%	$118,687.55	3,827	$116,861.48	4,321	$125,080.81
New Castle*	519	5.45%	$16,116.91	375	$11,451.02	631	$18,265.68
Silt	145	1.52%	$4,502.80	394	$12,031.21	366	$10,594.67
Parachute	-	0.00%	-	-	$0.00	-	$0.00
Rifle	4,302	45.19%	$133,593.37	3,865	$118,021.85	3,765	$108,986.17
MUNICIPAL TOTAL	***9,520***	***100.00%***	***$295,632.00***	8,709	$265,938.50	9,269	$268,311.50
**** RFTA Members***							
Rural Garfield County	3,419			3,150		3,272	
Mt. Valley	4,364			2,608		2,939	
Parachute	-			-		-	
Total	17,303			14,467		15,480	