

**PROFESSIONAL SERVICE AGREEMENT
BETWEEN SANTA FE COUNTY AND
HBSA, A Supporting Organization of
Pacific Institute for Research and Evaluation (PIRE)**

THIS AGREEMENT is made and entered into this 3rd day of May 2016, by and between SANTA FE COUNTY, hereinafter referred to as the "County" and HBSA, A Supporting Organization of PACIFIC INSTITUTE FOR RESEARCH AND EVALUATION (PIRE) whose principal address is 11720 Beltsville Drive, Suite 900, Beltsville, MD 20705, and whose place of performance for this Agreement is 612 Encino Place NE, Albuquerque, NM 87102 hereinafter referred to as the "Contractor."

WHEREAS, the Santa Fe County Community Services Department is seeking qualified professionals to conduct an evaluation of the compliance and prevention components of the DWI Program; and

WHEREAS, the Contractor's proposal was the most highly rated proposal and clearly demonstrated its ability and qualifications to perform the required professional services for this project; and

WHEREAS, pursuant to NMSA 1978, Sections 13-1-112 and 13-1-117, competitive sealed proposals were solicited through Request for Proposals No. 2016-0167-DWI-RM to obtain needed professional services to evaluate the above stated project; and

WHEREAS, the County requires the services of the Contractor and the Contractor is willing to provide these services and both parties wish to enter into this Agreement.

NOW, THEREFORE, it is agreed between the parties:

1. SCOPE OF WORK

The CONTRACTOR shall perform the following work:

1. Provide culturally sensitive, comprehensive assessment and evaluation of the compliance and prevention components of the DWI Program.
2. Identify for evaluation purposes the Santa Fe County DWI Compliance & Prevention Program catchment area, complete with demographics and numbers affected and develop and implement appropriate methods to collect data from subpopulations and unique cultural groups.
3. Be responsible for utilizing Statisticians, Data Managers and other professional staff to carry out the overall evaluation plan. The CONTRACTOR will identify program measurement tools and will work with statewide evaluator to ensure Santa Fe County can provide necessary data for statewide evaluation. The

CONTRACTOR will be required to identify the specific multivariate statistical methods that they will employ to analyze the data.

4. Conduct a comprehensive local evaluation that measures effectiveness of program strategies and their results. The outcome evaluation should measure each intervening variable, indicators for alcohol/substance use/consumption, and indicators for alcohol/substance abuse related consequence. These indicators should be specific to the Prevention and Compliance Programs. An annual report will be submitted to the DWI Coordinator which will be submitted with the Agency's final quarterly report to DFA.
5. Design evaluation instruments, gather relevant base line and follow-up data, tabulate and analyze data, and produce quarterly evaluation reports.
6. Develop a PowerPoint presentation of the Needs Assessment Highlights and Gaps in data and present to the community, community leaders, planning council members, stakeholders and others as needed and will present data to community groups on a semi-annual basis to mobilize participation and increase the readiness and political will of the community to address the priority indicators.
7. Take the lead in the implementation of approved Strategic Plan that addresses intervening variables (individual level – direct service curricula, social access, retail access, low enforcement of ATOD laws, and low perceived risk of arrest/legal consequence) supportive of the State prioritized consequences (underage drinking to include binge drinking and drinking & driving) and related consumption behaviors and will help maintain management timeline bi-annually.
8. Conduct data entry processes for all Pre and Post Test evaluation instruments and clean, code and analyze data using the SPSS, Excel and the Access Data Software.
9. Review effectiveness of activities implemented through a quality improvement process and conduct fidelity checks twice per year per curriculum/program and debrief staff and provide feedback to improve program delivery which includes providing a one page summary on how this process was used for quality improvement which will be submitted to Santa Fe County DWI Program Coordinator with reports.
10. Work closely with the Program Coordinator, Preventionist and Compliance Supervisor on an on-going basis and provide onsite visits, technical assistance, evaluation training and/or maintain telephone contact on a monthly basis, along with being physically available to present data and relevant information at all audits.
11. Provide staff support and facilitation for various meetings with health and social service provider agencies and shall assist in the Re-application process by

developing an updated Evaluation Plan and a Logic Model when needed, and assist in the preparation of Grant applications and proposals for funding from State and Federal agencies, as well as other sources.

2. DELIVERABLES

A. The CONTRACTOR shall perform the following work:

Develop and provide a comprehensive evaluation plan that will identify the catchment area of the DWI Compliance and Prevention Programs as per Scope of Work. Evaluation plan shall include the following:

- 1) Background information on the Programs to be evaluated
- 2) Evaluator will develop evaluation questions and evaluation instruments
- 3) Identification of baseline data and the process of gathering such data.

Deliverable 1: Evaluation Plan

The Evaluation will provide a report on the progress of the evaluation, which will include gathering of data, and preliminary analysis of data.

Deliverable 2: Data Gathering and Analysis

The Evaluator will provide a draft data collection report for the evaluation to be reviewed by DWI program staff and the DWI Planning Council.

Deliverable 3: Draft Evaluation Report

Deliverables Schedule

	<u>Date</u>
Draft Evaluation Plan	May 20, 2016
Draft Data Collection Report	June 20, 2016
Draft Evaluation Report	June 20, 2016

3. ADDITIONAL SERVICES

A. The County may from time to time request changes in the scope of work to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the County and the Contractor, shall be incorporated in written amendments to this Agreement.

4. COMPENSATION, INVOICING AND SET-OFF

A. In consideration of its obligations under this Agreement the Contractor shall be compensated as follows:

- 1) County shall pay to the Contractor for services performed to the satisfaction of County as follows:
 - \$11,532.00 upon the County's receipt and acceptance of Contractor's written Draft Evaluation Plan that is due no later than May 20, 2016; and
 - \$11,532.00 upon the County's receipt and acceptance of Contractor's written Draft Data Collection Report that is due no later than June 20, 2016; and
 - \$11,532.00 upon the County's receipt and acceptance of Contractor's written Draft Evaluation Report that is due no later than June 20, 2016.
- 2) The total amount payable to the Contractor under this Agreement shall not exceed **Thirty-Four Thousand Five Hundred Ninety-Six Dollars (\$34,596.00) inclusive** of New Mexico gross receipts tax.
- 3) The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. The County will notify the Contractor when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing.

B. The Contractor shall submit a written request for payment to the County when payment is due under this Agreement (see Exhibit A). Upon the County's receipt of the written request, the County shall issue a written certification of complete or partial acceptance or rejection of the contractual items or services for which payment is sought.

- 1) The County's representative for certification of acceptance or rejection of contractual items and services shall be **Lupe Sanchez, Project Manager, Community Services Department, DWI Program**, or such other individual as may be designated in the absence of the office representative.
- 2) The Contractor acknowledges and agrees that the County may not make any payment hereunder unless and until it has issued a written certification accepting the contractual services or deliverables.
- 3) Within thirty (30) days of the issuance of a written certification accepting the services or deliverables, the County shall tender payment for the accepted items or services. In the event the County fails to tender payment within thirty (30) days

of the written certification accepting the items or services, the County shall pay late payment charges of one and one-half percent (1.5%) per month, until the amount due is paid in full.

C. In the event the Contractor breaches this Agreement, the County may, without penalty, withhold any payments due the Contractor for the purpose of set-off until such time as the County determines the exact amount of damages it suffered as a result of the breach.

D. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payment.

5. EFFECTIVE DATE AND TERM

This Agreement shall, upon due execution by all parties, become effective as of the last date of signature by the parties hereto and shall terminate on June 30, 2016, with the option to renew for two (2) one-year terms, not to exceed two (2) additional years in duration unless earlier terminated pursuant to Section 6 (Termination) or Section 7 (Appropriations and Authorizations). The County may exercise the option to renew by submitting a written notice to the Contractor that the term of this Agreement will be extended. The notice must be submitted to the Contractor at least sixty (60) days prior to expiration of the term.

6. TERMINATION

A. Termination of Agreement for Cause. Either party may terminate the Agreement based upon any material breach of this Agreement by the other party. The non-breaching party shall give the breaching party written notice of termination specifying the grounds for the termination. The termination shall be effective 30 days from the breaching party's receipt of the notice of termination, during which time the breaching party shall have the right to cure the breach. If, however, the breach cannot with due diligence be cured within 30 days, the breaching party shall have a reasonable time to cure the breach, provided that, within 30 days of its receipt of the written notice of termination, the breaching party began to cure the breach and advised the non-breaching party in writing that it intended to cure.

B. Termination for Convenience of the County. The County may, in its discretion, terminate this Agreement at any time for any reason by giving the Contractor written notice of termination. The notice shall specify the effective date of termination, which shall not be less than 15 days from the Contractor's receipt of the notice. The County shall pay the Contractor for acceptable work, determined in accordance with the specifications and standards set forth in this Agreement, performed before the effective date of termination but shall not be liable for any work performed after the effective date of termination.

7. APPROPRIATIONS AND AUTHORIZATIONS

This Agreement is contingent upon sufficient appropriations and authorizations being made for performance of this Agreement by the Board of County Commissioners of the County and/or, if state funds are involved, the Legislature of the State of New Mexico. If sufficient appropriations and authorizations are not made in this or future fiscal years, this Agreement shall terminate upon written notice by the County to the Contractor. Such termination shall be without penalty to the County, and the County shall have no duty to reimburse the Contractor for expenditures made in the performance of this Agreement. The County is expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered and approved for expenditure by the County. The County's decision as to whether sufficient appropriations and authorizations have been made for the fulfillment of this Agreement shall be final and not subject to challenge by the Contractor in any way or forum, including a lawsuit.

8. INDEPENDENT CONTRACTOR

The Contractor and its agents and employees are independent contractors and are not employees or agents of the County. Accordingly, the Contractor and its agents and employees shall not accrue leave, participate in retirement plans, insurance plans, or liability bonding, use County vehicles, or participate in any other benefits afforded to employees of the County. Except as may be expressly authorized elsewhere in this Agreement, the Contractor has no authority to bind, represent, or otherwise act on behalf of the County and agrees not to purport to do so.

9. ASSIGNMENT

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the advance written approval of the County. Any attempted assignment or transfer without the County's advance written approval shall be null and void and without any legal effect.

10. SUBCONTRACTING

The Contractor shall not subcontract or delegate any portion of the services to be performed under this Agreement without the advance written approval of the County. Any attempted subcontracting or delegating without the County's advance written approval shall be null and void and without any legal effect.

11. PERSONNEL

A. All work performed under this Agreement shall be performed by the Contractor or under its supervision.

B. The Contractor represents that it has, or will secure at its own expense, all personnel required to discharge its obligations under this Agreement. Such personnel (i) shall not be employees of or have any contractual relationships with the County and (ii) shall be fully qualified and licensed or otherwise authorized or permitted under federal, state, and local law to perform such work.

12. RELEASE

Upon its receipt of all payments due under this Agreement, the Contractor releases the County, its elected officials, officers, agents and employees from all liabilities, claims, and obligations whatsoever arising from or under or relating to this Agreement.

13. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the County.

14. PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT

A. The County has the unrestricted right to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other material prepared under or pursuant to this Agreement.

B. The Contractor acknowledges and agrees that any material produced in whole or in part under or pursuant to this Agreement is a work made for hire. Accordingly, to the extent that any such material is copyrightable in the United States or in any other country, the County shall own any such copyright.

15. CONFLICT OF INTEREST

The Contractor represents that it has no and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of its obligations under this Agreement.

16. NO ORAL MODIFICATIONS; WRITTEN AMENDMENTS REQUIRED

This Agreement may not be modified, altered, changed, or amended orally but, rather, only by an instrument in writing executed by the parties hereto. The Contractor specifically acknowledges and agrees that the County shall not be responsible for any changes to Section 1 (Scope of Work), of this Agreement unless such changes are set forth in a duly executed written amendment to this Agreement.

17. ENTIRE AGREEMENT; INTEGRATION

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such agreements, covenants and understandings have been merged into this written Agreement. No prior or contemporaneous agreement, covenant or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

18. NOTICE OF PENALTIES

The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

19. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE

A. The Contractor agrees to abide by all federal, state, and local laws, ordinances, and rules and regulations pertaining to equal employment opportunity and unlawful discrimination. Without in any way limiting the foregoing general obligation, the Contractor specifically agrees not to discriminate against any person with regard to employment with the Contractor or participation in any program or activity offered pursuant to this Agreement on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap, serious medical condition, spousal affiliation, sexual orientation, or gender identity.

B. The Contractor acknowledges and agrees that failure to comply with this Section shall constitute a material breach of this Agreement.

20. COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW

A. In performing its obligations hereunder, the Contractor shall comply with all applicable laws, ordinances, and regulations.

B. Contractor shall comply with the requirements of Santa Fe County Ordinance 2014-1 (Establishing a Living Wage).

C. This Agreement shall be construed in accordance with the substantive laws of the State of New Mexico, without regard to its choice of law rules. Contractor and the County agree that the exclusive forum for any litigation between them arising out of or related to this Agreement shall be state district courts of New Mexico, located in Santa Fe County.

21. RECORDS AND INSPECTIONS

A. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to the County as part of the procurement process, the Contractor agrees to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under this Agreement; (ii) allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with generally accepted accounting principles (GAAP).

B. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to County as part of the procurement process, the Contractor also agrees to require any subcontractor it may hire to perform its obligations under this Agreement to (i) maintain such books and records during the term of this Agreement and for a period of six years from the date of final payment under the subcontract; (ii) to allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with GAAP.

22. INDEMNIFICATION

A. The Contractor shall defend, indemnify, and hold harmless the County and its elected officials, agents, and employees from any losses, liabilities, damages, demands, suits, causes of action, judgments, costs or expenses (including but not limited to court costs and attorneys' fees) resulting from or directly or indirectly arising out of the Contractor's performance or non-performance of its obligations under this Agreement, including but not limited to the Contractor's breach of any representation or warranty made herein.

B. The Contractor agrees that the County shall have the right to control and participate in the defense of any such demand, suit, or cause of action concerning matters that relate to the County and that such suit will not be settled without the County's consent, such consent not to be unreasonably withheld. If a conflict exists between the interests of the County and the Contractor in such demand, suit, or cause of action, the County may retain its own counsel to represent the County's interest.

C. The Contractor's obligations under this section shall not be limited by the provisions of any insurance policy the Contractor is required to maintain under this Agreement.

23. SEVERABILITY

If any term or condition of this Agreement shall be held invalid or non-enforceable by any court of competent jurisdiction, the remainder of this Agreement shall not be affected and shall be valid and enforceable to the fullest extent of the law.

24. NOTICES

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County:

**Santa Fe County
Office of the County Attorney
102 Grant Avenue
Santa Fe, New Mexico 87501**

**Santa Fe County Community Services Department
Attn: Lupe Sanchez, Project Manager
102 Grant Avenue
P.O. Box 276
Santa Fe, NM 87504-0276**

**To the Contractor: HBSA / PIRE
ATTN: Contracts & Grants Department
11720 Beltsville Drive, Suite 900
Beltsville, MD 20705-3111**

With a copy to:

**Attn: Elizabeth Lilliot
612 Encino Place NE
Albuquerque, NM 87102**

25. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES

The Contractor hereby represents and warrants that:

A. This Agreement has been duly authorized by the Contractor, the person executing this Agreement has authority to do so, and, once executed by the Contractor, this Agreement shall constitute a binding obligation of the Contractor.

B. This Agreement and Contractor's obligations hereunder do not conflict with Contractor's corporate agreement or any statement filed with the New Mexico Secretary of State on Contractor's behalf.

C. Contractor is legally registered and is properly licensed by the New Mexico State to do the work anticipated by this Agreement and shall maintain such registration and licensure in good standing throughout the duration of the Agreement.

26. FACSIMILE SIGNATURES

The parties hereto agree that a facsimile signature has the same force and effect as an original for all purposes.

27. NO THIRD-PARTY BENEFICIARIES

This Agreement was not intended to and does not create any rights in any persons not a party hereto.

28. INSURANCE

A. General Conditions. The Contractor shall submit evidence of insurance as is required herein. Policies of insurance shall be written by companies authorized to write such insurance in New Mexico.

B. General Liability Insurance, Including Automobile. The Contractor shall procure and maintain during the life of this Agreement a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000.00 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Said policies of insurance shall include coverage for all operations performed for the County by the Contractor; coverage for the use of all non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Agreement is an insured contract. The County of Santa Fe shall be a named additional insured on the policy.

C. Workers' Compensation Insurance. The Contractor shall comply with the provisions of the Workers' Compensation Act.

D. Professional Liability Insurance. The Contractor shall procure and maintain during the life of this Agreement a Professional Liability Insurance.

E. Increased Limits. If, during the life of this Agreement, the Legislature of the State of New Mexico increases the maximum limits of liability under the Tort Claims Act (NMSA 1978, Sections 41-4-1 through 41-4-29, as amended), the Contractor shall increase the maximum limits of any insurance required herein.

29. PERMITS, FEES, AND LICENSES

Contractor shall procure all permits and licenses, pay all charges, fees, and royalties, and give all notices necessary and incidental to the due and lawful performance of its obligations hereunder.

30. NEW MEXICO TORT CLAIMS ACT

No provision of this Agreement modifies or waives any sovereign immunity or limitation of liability enjoyed by County or its "public employees" at common law or under the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, et seq.

31. CAMPAIGN CONTRIBUTION DISCLOSURE FORM

The Contractor agrees to compute and submit simultaneous with execution of this Agreement a Campaign Contribution Disclosure Form approved by the County.

32. APPOINTMENT OF AGENT FOR SERVICE OF PROCESS, if applicable

The Contractor hereby irrevocably appoints National Corporate Research, Ltd., 1012 Marquez Place, Suite 106B, Santa Fe, NM 87505 as its agent upon whom process and writs in any action or proceeding arising out of or related to this Agreement may be served. The Contractor acknowledges and agrees that service upon its designated agent shall have the same

effect as though the Contractor were actually and personally served within the state of New Mexico.

33. SURVIVAL

The provisions of following paragraphs shall survive termination of this Contract; INDEMNIFICATION; RECORDS AND INSPECTION; RELEASE, CONFIDENTIALITY, PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT; COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW; NO THIRD-PARTY BENEFICIARIES; SURVIVAL.

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date first written above.

SANTA FE COUNTY:

Katherine Miller 5.2.16
Katherine Miller Date
Santa Fe County Manager

Approved as to Form

Gregory S. Shaffer 4/25/16
Gregory S. Shaffer Date
Santa Fe County Attorney

Finance Department Approval

Carole H. Jaramillo 4/26/16
Carole H. Jaramillo Date
Santa Fe County Finance Director

CONTRACTOR:

Diane McKnight 4/28/2016
(Signature) Date

Diane McKnight
(Print Name)

Director of Contracts & Grants

H.B.S.A.

*A Supporting Organization of the
Pacific Institute for Research and Evaluation*

April 21, 2016

Rose Moya
Procurement Specialist Senior
Santa Fe County Purchasing Division
142 W. Palace Ave. (2nd Floor)
Santa Fe, NM 87501

RE: Cost Proposal revision 2 - RFP# 2016-0167-DWI/RM for DWI Compliance & Prevention Program Evaluator

In response to your request on April 21, 2016, the following is revision 2 of the Cost Proposal for the subject RFP. The project will be directed by Dr. Elizabeth Lillioth out of our Albuquerque office.

HBSA/PIRE will perform the following evaluation activities for FY16:

- 1) Identify the Santa Fe County DWI Compliance & Prevention Program catchment area, complete with demographics and numbers affected including identifying available data and collection methods (Needs Assessment)
- 2) Develop a PowerPoint presentation of the Needs Assessment Highlights and Gaps in data.
- 3) Develop a FY16 Evaluation Plan
- 4) Attend meetings either in person, by phone, or teleconference with program staff

HBSA/PIRE will provide the following deliverables for FY16:

- 1) FY 16 Evaluation Plan – Due May 20, 2016
- 2) Data Collection Report – Due June 20, 2016
- 3) Draft Evaluation Report – Due June 20, 2016

PIRE will perform the following evaluation activities for Option Years:

- 1) Develop a FY Evaluation Plan
- 2) Participate in data-driven county-level planning and design of DWI Compliance & Prevention Program implementation
- 3) Assist in planning and coordinating data collection among programs
- 4) Update and edit data collection tools, protocols, reporting templates and statistical analysis syntax for evaluation as necessary
- 6) Clean and analyze data collected (current FY and existing previous FY data as necessary).
- 7) Draft FY end of year report
- 9) Provide a minimum of one (1) in-person visit to each program and additional meetings via email, phone calls, or other methods as needed.

- 10) Provide findings sheets and other analysis or technical assistance and training to on-site staff who will complete these tasks, as needed by programs
- 11) Assist programs in the analysis and presentation of their data to local stakeholders as needed.
- 12) Provide training and technical assistance on evaluation process and data collection to programs as needed.
- 13) Attend meetings either in person, by phone, or teleconference with program staff

PIRE will provide the following deliverables for FY:

- 1) FY Evaluation Plan
- 2) FY Technical Assistance Schedule
- 3) FY Technical Assistance Visits
- 4) FY Data Collection Report
- 5) Draft Year End Evaluation Report

Sincerely,



Diane McKnight
Director of Contracts and Grants

Elizabeth Lilliot
Project Director

Cost Proposal in response to RFP# 2016-0167-DWLRM

Personnel				Yr 1			Yr 2			Yr 3
Name	Role	Rate	Hours	04/01/2016 to 06/30/2016	Rate	Hours	07/01/2016 to 06/30/2017	Rate	Hours	07/01/2017 to 06/30/2018
Elizabeth Lillioit	Project Director	\$89.51	58	\$5,148	\$92.19	208	\$19,176	\$94.96	208	\$19,751
Elizabeth Jimenez	Statistician	\$96.85	119	\$11,537	\$99.75	208	\$20,749	\$102.75	208	\$21,371
Stuart Castle	Project Manager	\$48.41	104	\$5,034	\$49.86	416	\$20,741	\$51.35	416	\$21,363
Sandra Lapham	Senior Advisor - DWI	\$185.86	30	\$5,576	\$191.43	52	\$9,954	\$197.17	52	\$10,253
Martha Waller	Senior Advisor - Evaluation	\$90.65	30	\$2,720	\$93.37	52	\$4,811	\$96.17	52	\$5,001
Lei Zhang	Advisor - Statistician	\$73.93	0	\$0	\$76.15	52	\$3,924	\$78.44	52	\$4,079
Research Assistant		\$38.12	0	\$0	\$39.26	104	\$4,083	\$40.44	104	\$4,206
Total Salary & Fringe				\$30,014			\$83,438			\$86,024
Other Direct Costs				Yr 1			Yr 2			Yr 3
	Materials/Supplies/Duplication			\$220			\$615			\$633
	Communications			\$75			\$300			\$300
	Travel			\$389			\$1,555			\$1,555
Total Other Direct Costs				\$684			\$2,470			\$2,489
Indirect Costs				Yr 1			Yr 2			Yr 3
	PIRE G&A	12.7%		\$3,899	12.7%		\$10,910	12.7%		\$11,241
Total Costs				\$34,596			\$96,818			\$99,754

