



EXECUTIVE DOCUMENT SUMMARY

State Form 41221 (R10/4-06)

Instructions for completing the EDS and the Contract process.

1. Please read the guidelines on the back of this form.
2. Please type all information.
3. Check all boxes that apply.
4. For amendments / renewals, attach original contract.
5. Attach additional pages if necessary.

20395 JLC
JUL 30 2014
Received
AUG 06 ENT'D
DOA Contracts
PC
102
EW

1. EDS Number: A70-4-070510		2. Date prepared: 6/26/2014	
3. CONTRACTS & LEASES			
<input type="checkbox"/> Professional/Personal Services <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Lease <input type="checkbox"/> Attorney <input type="checkbox"/> MOU <input type="checkbox"/> QPA		<input type="checkbox"/> Contract for procured Services <input type="checkbox"/> Maintenance <input type="checkbox"/> License Agreement <input checked="" type="checkbox"/> Amendment# 1 <input type="checkbox"/> Renewal # <input type="checkbox"/> Other	
4. Account Number: 61900-30700.573100			
5. Account Name: ISDH DOAg Fund			
6. Total amount this action: \$17,082.81		7. New contract total: 264,531.35	
8. Revenue generated this action: \$0.00		9. Revenue generated total contract: \$0.00	
10. New total amount for each fiscal year:			
Year 2014 \$247,448.54			
Year 2015 \$17,082.81			
Year \$			
Year \$			
TIME PERIOD COVERED IN THIS EDS			
11. From (month, day, year): 10/1/2013		12. To (month, day, year): 9/30/2014	
13. Method of source selection:			
<input type="checkbox"/> Bid/Quotation <input type="checkbox"/> Emergency <input type="checkbox"/> Negotiated			
<input checked="" type="checkbox"/> RFP# 12-50 <input type="checkbox"/> Other (specify) <input type="checkbox"/> Special Procurement			
35. Will the attached document involve data processing or telecommunications systems(s)? Yes: IOT or Delegate has signed off on contract			
36. Statutory Authority (Cite applicable Indiana or Federal Codes): 42 U.S.C. 1786			
37. Description of work and justification for spending money. (Please give a brief description of the scope of work included in this agreement.) The vendor administers the Women, Infants, and Children's (WIC) program in Kosciusko County. The Indiana Supplemental Food Program for Women, Infants and Children provides nutritious supplemental foods, nutrition education, breastfeeding support, and health care referrals to women, infants and children up to the age of five who are at nutritional risk and meet federal income guidelines (up to 185% of poverty)			
38. Justification of vendor selection and determination of price reasonableness: This entity was awarded the contract through the State procurement bid process, RFP #12-50. Budgets were negotiated by ISDH and the vendor in order to implement cost containment measures. Funding for staffing is allocated based on participant caseload and funding for supplies is based on a flat rate per participant			
39. If this contract is submitted late, please explain why: (Required if more than 30 days late.)			
40. Agency fiscal officer or representative approval James Jester		41. Date Approved 7/29/14	
44. Attorney General's Office approval		45. Date Approved 8/18/14	
42. Budget agency approval		43. Date Approved 8/15/14	
46. Agency representative receiving from AG		47. Date Approved	

AGENCY INFORMATION

14. Name of agency:
Department of Health

15. Requisition Number:
0000026152

16. Address:
2 N. Meridian Street
Indianapolis, IN 48204

AGENCY CONTACT INFORMATION

17. Name:
Steve Gale

18. Telephone #:
317/233-9243

19. E-mail address:
sgale1@isdh.in.gov

COURIER INFORMATION

20. Name:
Michael P. Mendyk

21. Telephone #:
317-233-7853

22. E-mail address:
mmendyk@isdh.in.gov

VENDOR INFORMATION

23. Vendor ID #
0000077821

24. Name:
CARDINAL SERVICES INC OF INDIANA

25. Telephone #:
(574) 371-1326

26. Address:
CARDINAL SERVICES OF INDIANA
504 N BAY DR
WARSAW, IN 48580

27. E-mail address:
jane.wear@cardinalservices.org

28. Is the vendor registered with the Secretary of State? (Out of State Corporations, must be registered) ☒ Yes ☐ No

29. Primary Vendor: M/WBE/IN-Veteran
Minority: ☐ Yes ☒ No
Women: ☐ Yes ☒ No
IN-Veteran: ☐ Yes ☒ No

30. Primary Vendor Percentages
100.0 %

31. Sub Vendor: M/WBE/IN-Veteran
Minority: ☐ Yes ☒ No
Women: ☐ Yes ☒ No
IN-Veteran: ☐ Yes ☒ No

32. If yes, list the %:
Minority: %
Women: %
IN-Veteran: %

33. Is there Renewal Language in the document? ☒ Yes ☐ No

34. Is there a "Termination for Convenience" clause in the document? ☒ Yes ☐ No

RECEIVED

AUG 16 2014

OAG-ADVISORY

REQUISITION

Ship To: State Department of Health
Section 2-C
2 N MERIDIAN ST
INDIANAPOLIS IN 46204

Bill to: State Department of Health
Section 2-C
2 N MERIDIAN ST
INDIANAPOLIS IN 46204

Requisition No.	Date	Required Date	Page
0000026152	07/23/2014		1 of 1
Fund/Account: 61900 / 573100			
Dept Number: 195070			
Project Number: 40010557WICAD14			
Requisition Number: 0000026152			
Requestor: GALLEN Allen, Gary-400			
Agency Number: 00400 Department of Health			
Facility:			

MUST COMPLETE FOR ICPR

☐ Print REQ
☐ Streamline Eligible

Line	Item	Description	Quantity	UOM	Unit Price	Ext Amt
This entity was awarded the contract through the State procurement bid process, RFP #12-50. Budgets were negotiated by ISDH and the vendor in order to implement cost containment measures. Funding for staffing is allocated based on participant caseload and funding for supplies is based on a flat rate per participant.						
1-1		Amend # A70-4-070510, 10/1/13-9/30/14	1.0000	LO	17,082.8100	17,082.81

Vendor: 0000077821 CARDINAL SERVICES INC OF INDIANA

<< PLEASE SEE ATTACHED CONTRACT
CONTRACT DATE 10/1/13-9/30/14
CONTRACT AMOUNT \$17,082.81

EXISTING PURCHASE ORDER #14525830 >>

The following UN/CEFACT Unit of Measure
Common Codes are used in this document:
LO Lot

Requisition Total \$ 17,082.81

I certify that the item[s] requested is [are] necessary for the operation of this State Agency.		
Requestor Signature	Printed Name of Agency Head or Authorized Employee	Authorized Signature

SD

**Amendment No. 1
EDS Number A70-4-070510 (WIC)**

This is an Amendment to the existing **U.S.D.A. WIC** Grant Agreement entered into by and between the **Indiana State Department of Health** (hereinafter referred to as the "State") and **Cardinal Services, Inc. of Indiana** (hereinafter referred to as the "Grantee") for the period from **October 1, 2013** through **September 30, 2014**, in the amount of **\$247,448.54**.

In consideration of the mutual undertakings and covenants hereinafter set forth, the parties agree as follows:

The amount of the Grant Agreement is being increased by **\$17,082.81** making the new total of the Grant Agreement **\$264,531.35**. The additional funds will be used to **support personnel, fringe, nutrition education activities, outreach activities, travel, other needs for Kosciusko County**. See Attachment B1, attached hereto, which replaces Attachment B, made a part hereof, and incorporated herein by reference as a part of this Grant Agreement.

All other matters previously agreed to and set forth in the original Grant Agreement and not affected by this Amendment shall remain in full force and effect.

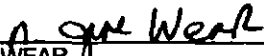
Non-Collusion and Acceptance

The undersigned attests, subject to the penalties of perjury, that he/she is the Grantee, or that he/she is the properly authorized representative, agent, member or officer of the Grantee, that he/she has not, nor has any other member, employee, representative, agent or officer of the Grantee, directly or indirectly, to the best of his/her knowledge, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he/she has not received or paid any sum of money or other consideration for the execution of this Grant Agreement other than that which appears upon the face hereof.

The rest of this page has been left blank intentionally.

In Witness Whereof, the Grantee and the State of Indiana have, through duly authorized representatives, entered into this Grant Agreement Amendment. The parties having read and understanding the foregoing terms of the Grant Agreement Amendment do by their respective signatures dated below agree to the terms thereof.


Accepted By:



N. JANE WEAR
PRESIDENT/CEO
CARDINAL SERVICES, INC. OF INDIANA

DATE: 7/20/14

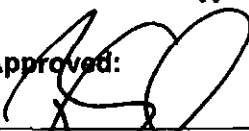
Recommended and Approved By:



(for)
WILLIAM C. VAN NESS II, MD
STATE HEALTH COMMISSIONER
INDIANA STATE DEPARTMENT OF HEALTH

DATE: 7/29/14

Approved:



(for)
JESSICA ROBERTSON, COMMISSIONER
DEPARTMENT OF ADMINISTRATION
STATE OF INDIANA

DATE: 7/8/14

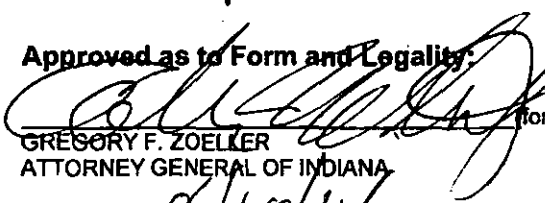
Approved:



(for)
BRIAN E. BAILEY, DIRECTOR
STATE BUDGET AGENCY
STATE OF INDIANA

DATE: 8/15/14

Approved as to Form and Legality:



(for)
GREGORY F. ZOELLER
ATTORNEY GENERAL OF INDIANA

DATE: 8/18/14

Attachment B1 - Budget Summary



**Indiana State
Department of Health**

**INDIANA WIC
Local Agency Budget**

Name of Organization:	Cardinal Services, Inc. of Indiana		
Employer ID Number (EIN)	35-6005615		
Breastfeeding Region		Federal Fiscal Year	2014

Address:	504 North Bay Drive		
City:	Warsaw	State:	Indiana
		Zip:	46580

Phone:	(574) 267-3823	Fax:	(574) 267-1998
Website:			

Name of Chief Executive:	N. Jane Wear		
Title:	President & CEO	Phone:	
Email:	jane.wear@cardinalservices.org		

Name of Program Contact:	Stephanie Kneller		
Title:	WIC Coordinator	Phone:	(574) 372-3540
Email:	stephanie.kneller@cardinalservices.org		

Clinic Operation Caseload	1745	Breastfeeding Promotion Caseload	258
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WIC Nutrition Services & Admin (NSA) Total Costs:	\$	264,531.35
Breastfeeding Promotion Costs:	\$	7,817.70
Personnel - Salary:	\$	5,400.49
Personnel - Fringe:	\$	2,100.41
Travel:	\$	316.80
Clinic Operations Costs:	\$	256,713.65
Personnel - Salary:	\$	162,099.93
Personnel - Fringe:	\$	61,832.95
Travel - Clinic Services:	\$	573.40
Travel - Nutrition Education:	\$	283.00
Supplies:	\$	5,130.36
Communication:	\$	4,806.63
Contract Services:	\$	8,117.20
Space Costs:	\$	13,870.18