

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

22-00031

PURCHASING AUTHORITY NUMBER (If Applicable)

CCHCS-5225

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

CONTRACTOR NAME

SAN BERNARDINO COUNTY DEPARTMENT OF PUBLIC HEALTH

2. The term of this Agreement is:

START DATE

October 25, 2022 (OR UPON APPROVAL, WHICHEVER IS LATER)

THROUGH END DATE

October 31, 2023

3. The maximum amount of this Agreement is:

\$0.00

Zero dollars and Zero cents

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Memorandum of Understanding	5
Attachment 1	California Institution for Men - Chain of Custody	1
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Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

San Bernardino County Department of Public Health

CONTRACTOR BUSINESS ADDRESS

172 W. Third St.

CITY

San Bernardino

STATE

CA

ZIP

92415

PRINTED NAME OF PERSON SIGNING

Curt Hagman

TITLE

Chairman, Board of Supervisors

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**SCO ID: 5225-2200031**

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PURCHASING AUTHORITY NUMBER (If Applicable)

CCHCS-5225

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

California Department of Corrections and Rehabilitation

California Correctional Health Care Services

Acquisitions Management Section

CONTRACTING AGENCY ADDRESS

8280 Longleaf Drive, Building D-2

CITY

Elk Grove

STATE

CA

ZIP

95758

PRINTED NAME OF PERSON SIGNING

Nicole Tindell

TITLE

Contract Services Manager

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

## **MEMORANDUM OF UNDERSTANDING**

**Between**

**California Department of Corrections and Rehabilitation**

**And**

**San Bernardino County Department of Public Health**

This Agreement is to outline and define requirements pertaining to San Bernardino County Department of Public Health's (SBPH) pick-up, transport, and analysis of the California Department of Corrections and Rehabilitation/California Correctional Health Care Services' (CDCR/CCHCS) wastewater samples. Such samples will undergo SARS-CoV-2 testing at SBPH's laboratory.

### **1. PURPOSE AND DESCRIPTION OF SERVICES:**

CDCR/CCHCS and SBPH will coordinate regularly scheduled wastewater sample pickup and specimen transport from CDCR/CCHCS' California Institution for Men (CIM) to the Public Health laboratory in San Bernardino County for SARS-CoV-2 testing.

The SBPH shall analyze SARS-CoV-2 viral concentrations in wastewater samples from CIM. The data shall be utilized by CDCR/CCHCS's Medical Leadership as well as CDCR/CCHCS's Public Health Deputy Medical Executive and their designees, local county health department staff, and the California Department of Public Health to facilitate informed decision-making about COVID-19 response.

The SBPH shall analyze samples and provide email notification and access to data to the designated contacts within 72 hours of receiving each sample.

Laboratory analysis shall be performed at the SBPH. Transportation and/or delivery shall be performed by other San Bernardino County staff. Sample collection shall be performed by staff at the CIM wastewater facility.

### **2. WORK LOCATION:**

The services shall be performed at:

SBPH's Laboratory located

150 East Holt Boulevard  
Ontario, CA 91761

Phone number (909) 458-9430  
Fax: (909) 986-3590.

San Bernardino County staff designated to pick up samples from CIM and transport them to the Public Health laboratory will be based out of the San Bernardino County Public Health Department Administration Office at 351 N Mt. View Ave., San Bernardino, CA 92415.

### **3. TERM/PERIOD OF PERFORMANCE**

The term of this MOU shall be October 25, 2022, (or upon approval, whichever is later), through October 31, 2023.

### **4. SBPH RESPONSIBILITIES**

SBPH shall:

#### **Sample Strategy**

- i. Use untreated wastewater
  - ii. Use composite samples
  - iii. Pick-up 300 ml of sample
- B. Provide 300 ml or greater sample containers to facilitate sample collection by CIM staff.
  - C. Pick-up and transport CIM's wastewater samples collected by CIM staff to the laboratory twice weekly. Samples shall be picked up at CIM's front gate between 8:00am and 10:00am.
  - D. Not transport and process CIM wastewater samples if a representative from the CIM contacts the SBPH team to inform them that the composite sampler fails to collect a representative sample or if there are no suitable sample collection bottles.
  - E. Test samples for SARS-CoV-2 using laboratory methods as described below.
  - F. Follow CIM Chain of Custody. (**Attachment 1**)
  - G. Communicate to CDCR/CCHCS as soon as possible if sample pick-up is not possible on a particular date or range of dates.
  - H. Use Wastewater Surveillance Testing Methods
    1. Sample concentration method: Magnet based concentration and RNA extraction.

2. RNA extraction method: MagMAX Wastewater Ultra Nucleic Acid Isolation Kits
  3. RNA measurement Genetic Targets SARS-CoV-2 N1 and N2.
  4. Laboratory Controls:
  5. Matrix recovery control
  6. Human fecal normalization
  7. Quantitative measurement controls
  8. Inhibition assessment
  9. Negative controls
- I. If the testing method changes, the SBPH shall inform CDCR/CCHCS prior to submitting data produced by the new method.
  - J. The SBPH's work hours shall be regular working hours for the laboratory and other county staff. No pick-ups shall occur at CIM on State holidays.
  - K. Provide all services and supplies necessary to perform the required duties outlined herein.
  - L. Designate a primary contact person to whom all communications may be addressed and who has the authority to act on all aspects of the services.
  - M. Debriefing and Reporting
    1. Communicate as needed by email to CDCR/CCHCS at [Wastewater@cdcr.ca.gov](mailto:Wastewater@cdcr.ca.gov) other consultation with the State shall be scheduled as needed at a mutually convenient time as agreed upon by the SBPH and CDCR/CCHCS designated MOU contacts, not to exceed one (1) time per month.
    2. Provide data from wastewater testing to a secure dashboard for utilization by CDCR/CCHCS and CIM for COVID-19 monitoring and surveillance and to inform decision-making related to COVID-19.

## **5. CDCR/CCHCS RESPONSIBILITIES**

CDCR/CCHCS shall:

- A. Designate a person to whom all SBPH communication shall be addressed, and who has the authority to act on all aspects of the services. This person shall review the SOW and associated documents with the SBPH to ensure understanding of the responsibilities of both parties.

- B. Collect composite wastewater samples of untreated wastewater twice per week on agreed-upon days from a location with contributions from Facilities A, B and D.
- C. Initiate a CIM Chain of Custody document for each sample to closely track whose possession the sample is in prior to SBPH pick-up. (**Attachment 1**)
- D. Make the composite samples available for SBPH's pick-up at the CIM front gate between 8:00 and 10:00 AM.
- E. Inform SBPH as soon as possible if a sample is not available for pick up on a particular date or range of dates.
- F. Package the samples on ice to preserve the sample integrity.
- G. Ensure CIM wastewater facility staff perform the following:

## 6. TERM OF AGREEMENT

The term of this MOU shall be August 3, 2022 (or upon approval, whichever occurs later) through August 31, 2023.

## 7. AUTHORIZED REPRESENTATIVES

The authorized representatives during the term of this MOU are identified in the tables below.

MOU Manager	SBPH Representative
CCHCS, Medical Services, Public Health Branch	SBPH: San Bernardino Department of Public Health
Name: Heidi Bauer, MD Deputy Medical Executive, CCHCS Public Health	Name: Stacey Davis, Public Health Program Manager
Address: Building E, 2nd Floor P.O. Box 588500 Elk Grove, CA 95758	Address: 172 W. Third St., 5 <sup>th</sup> Floor San Bernardino, CA 92415
Phone: 916-691-0257	Phone: 909-453-5393
Email: <a href="mailto:Heidi.Bauer@cdcr.ca.gov">Heidi.Bauer@cdcr.ca.gov</a>	Email: <a href="mailto:Stacey.Davis@dph.sbcounty.gov">Stacey.Davis@dph.sbcounty.gov</a>

MOU Analyst	SBPH Representative
CDCR, CCHCS, Acquisitions Management Section	SBPH: San Bernardino County Department of Public Health
MOU Analyst Name: Tania Armstrong	Name: Stacey Davis, Public Health Program Manager
Address: 8280 Longleaf Drive, Building D-2 PO box 588500, Elk Grove, CA 95758	Address: 172 W. Third St., 5 <sup>th</sup> Floor San Bernardino, CA 92415
Phone: 916-691-0911	Phone: 909-453-5393
Email: <a href="mailto:Tania.Armstrong@cdcr.ca.gov">Tania.Armstrong@cdcr.ca.gov</a>	Email: <a href="mailto:Stacey.Davis@dph.sbcounty.gov">Stacey.Davis@dph.sbcounty.gov</a>

## 8. AMENDMENT AND TERMINATION

Either party reserves the right to terminate this MOU without cause upon thirty (30) days written notice to the other party. No amendment or variation of the terms of this MOU shall be valid unless made in writing and signed by both parties. An oral understanding or agreement that is not incorporated into this MOU is not binding on either party.

### California Institution for Men – Chain of Custody

SARS-CoV2 Wastewater Surveillance Contacts at CIM			
Name	Title	Email	Notes
Louie Escobell	Chief Executive Officer	<a href="mailto:Louie.escobell@cdcr.ca.gov">Louie.escobell@cdcr.ca.gov</a>	(909) 597-1821 x 7125 Cell (909) 325-0855
Muhammad Farooq, MD	Chief Medical Executive	<a href="mailto:muhammad.farooq@cdcr.ca.gov">muhammad.farooq@cdcr.ca.gov</a>	(909) 597-1821 x 4220 Cell (909) 917-8032
Robert Stockwell	Water and Sewage Plant Supervisor	<a href="mailto:Robert.stockwell@cdcr.ca.gov">Robert.stockwell@cdcr.ca.gov</a>	(909) 606-7207
Tariq Awan	Correctional Plant Manager II (A)	<a href="mailto:Tariq.awan@cdcr.ca.gov">Tariq.awan@cdcr.ca.gov</a>	(909) 606-7032 Cell (909) 927-7864
Frank Nagao	Correctional Plant Supervisor (A)	<a href="mailto:Frank.nagao@cdcr.ca.gov">Frank.nagao@cdcr.ca.gov</a>	(909) 597-1821
Leon Kazandjian	Chief Engineer	<a href="mailto:Leon.kazandjian@cdcr.ca.gov">Leon.kazandjian@cdcr.ca.gov</a>	(909) 606-7082