



MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) is entered into by and between Collin County, Texas and the Texas Engineering Extension Service (TEEX) shown below as Contracting Parties.

Agreement will be null and void and of no further effect.

I. CONTRACTING PARTIES:

The Receiving Party: Collin County, Texas
4300 Community Ave, McKinney, TX 75071
The Performing Party: Texas Engineering Extension Service, 301 Tarrow, College Station, TX.77840-7896

VI. ALTERNATIVE DISPUTE RESOLUTION

The dispute resolution process provided in Chapter 2260, Texas Government Code, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260, shall be used by Customer and TEEX to attempt to resolve any claim for breach of contract made by Customer that cannot be resolved in the ordinary course of business. Customer shall submit written notice of a claim of breach of contract under this Chapter to the Deputy Director of TEEX, who shall examine Customer's claim and any counterclaim and negotiate with Customer in an effort to resolve the claim.

II. STATEMENT OF SERVICES PERFORMED:

See Statement of Work dated September 23, 2010 and herein incorporated as Attachment A.

III. CONTRACT AMOUNT:

The total amount of this contract is: \$33,363.00
(THIRTY THREE THOUSAND THREE HUNDRED SIXTY THREE DOLLARS).

Both Parties reserve the right to terminate this agreement for reasonable cause or if it is determined the objectives of this program cannot be accomplished. Party wishing to terminate this program must notify the other Party in writing thirty (30) days in advance and arrange for a mutual settlement of expenses incurred.

IV. PAYMENT FOR SERVICES:

Payment for services performed shall be billed lump sum with payment due within thirty (30) days of completion.

V. TERM OF CONTRACT:

This Contract is to begin as of the date of the last signature and shall terminate August 31, 2011.

If this Agreement is not executed by all parties within 60 days of date of the first signature below, then this

The undersigned Parties bind themselves to the faithful performance of this Contract.

For the Customer:

By: Keith A. Self

Name: Keith Self

Title: County Judge

Date: 11/15/10

Texas Engineering Extension Service:

By: Harrison Lobdell III

Name: Harrison Lobdell, III

Title: NERRTC Division Director

Date: 9/29/10

RECEIVED
PURCHASING AGENT
10 OCT - 1 AM '10: 49

COST SUMMARY

PANDEMIC INFLUENZA TABLETOP EXERCISE

The Texas Engineering Extension Service (TEEX) proposes to perform the services requested for the tabletop exercise for the Firm fixed Price of **\$33,363.00**. The price for individual components/tasks is listed in the table below.

Component/Task	Price
One Planning Meeting	\$2,949.00
Exercise development	\$4,221.00
Tabletop exercise & "Hot Wash"	\$18,520.00
Written After Action Report (AAR)	\$7,673.00
Total	\$33,363.00

Staffing levels for the exercises are contained the following tables.

Component/Task	Staff	Quantity
Planning Meetings	Training Manager	One (1)
	Admin Coordinator	One (1)
Full-scale exercise & "Hot Wash"	Training Manager (lead)	One (1)
	Observer/Controllers (SMEs)	Three (3)
	Admin Coordinator	One (1)
Written After Action Report (AAR)	Training Manager	One (1)
	Technical Writer	One (1)
	Observer/Controller (SME)	One (1)

Exercise Deliverables:

- One (1) planning meeting (combined Initial/Final Planning).
- Tabletop exercise is to be conducted in one location within Collin County on a date TBD in spring or early summer 2011 with a hot wash immediately following
- Exercise length: approximately 4 hours
- TEEX will provide three (3) facilitators
- Tabletop will include 50-70 participants
- Written after action report 60 days following the exercise