



**NORTH CENTRAL DISTRICT HEALTH DEPARTMENT (NCDHD)  
BOARD OF HEALTH MEETING AGENDA**

**Friday, September 27th, 2024 at 10:30am  
North Central District Health Department  
422 East Douglas Street, O'Neill, Nebraska 68763**

<b>Agenda</b>	
<b>Call to Order</b> <ol style="list-style-type: none"> <li>1. Notice of Publication</li> <li>2. Notification of Open Meetings Act</li> <li>3. Roll call (introductions of new Board Members and non-Board Members in attendance).</li> <li>4. Comments or additions to the agenda <i>The Board of Health reserves the right to add items to this agenda that are emergency in nature as described in NE Revised Statute § 84-1411.</i></li> <li>5. Approval of the agenda</li> </ol>	Kelly Kalkowski, BOH President
<b>Approval of previous meeting minutes</b> <ol style="list-style-type: none"> <li>1. <i>Motion to approve the minutes from August 2024 meeting.</i></li> </ol>	Kelly Kalkowski, BOH President
<b>Financial Report</b> <ol style="list-style-type: none"> <li>1. Review of July &amp; August finances               <ol style="list-style-type: none"> <li>1. <i>Motion to approve the finances as presented.</i></li> </ol> </li> </ol>	Sam Singery, Eide Bailly
<b>Audits for FY24 financial year</b> <ol style="list-style-type: none"> <li>1. Annual audit of the financial statement FY24 update</li> <li>2. Single audit progress update</li> </ol>	Heidi Kuklis, NCDHD Executive Director
<b>Policy Approval</b> <ol style="list-style-type: none"> <li>1. Capital Expense and Inventory               <ol style="list-style-type: none"> <li>a. <i>Motion to approve proposed policies</i></li> </ol> </li> </ol>	Kelly Kalkowski, BOH President
<b>Building Remodel</b> <ol style="list-style-type: none"> <li>1. Project update</li> </ol>	Construction Committee/Heidi Kuklis
<b>Patagonia Electronic Health Record Implementation</b> <ol style="list-style-type: none"> <li>1. Project update</li> </ol>	Heidi Kuklis
<b>Program Reports</b> <ol style="list-style-type: none"> <li>1. Bi-monthly all staff report</li> <li>2. Water quality efforts with environmental health funds</li> </ol>	Heidi Kuklis /Amy Latzel- NCDHD
<b>Director's Report</b> <ol style="list-style-type: none"> <li>1. Staffing</li> <li>2. Funding/Programming</li> <li>3. Dental codes- screening</li> <li>4. Legislative Update</li> <li>5. Billboard new rotation</li> <li>6. Board vacancies</li> </ol>	Heidi Kuklis, Executive Director

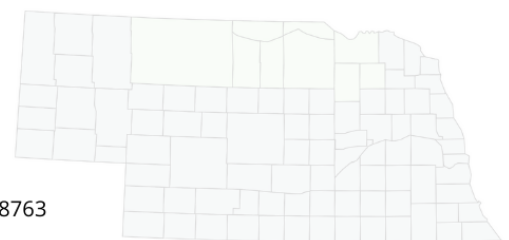


<b>Community Health Assessment</b> 1. Project update 2. Feedback on Forces of Change for the Community Health Assessment	Heidi Kuklis & Whitney Abbott- NCDHD
<b>Executive Session</b> <i>The Board of Health reserves the right to enter Executive Session in order to protect the public interest with respect to discussion regarding litigation, personnel, and other matters listed in the Nebraska Revised Statute 84-1410.</i> 1. Pierce Billboard	Kelly Kalkowski, BOH President
<b>Public Comment</b> <i>This is an opportunity for members of the audience to be heard for a maximum of 3 minutes regarding any topic not on the agenda as it relates to the Board of Health.</i>	Kelly Kalkowski, BOH President
<b>Next Board Meeting</b>	Heidi Kuklis, Executive Director
<b>Approval to Adjourn</b>	Kelly Kalkowski, BOH President

*This meeting is held within the guidelines of the Nebraska Open Meeting Act. A copy of the written materials discussed in this meeting are available. Neb. Rev. Stat. § 84-1412. An agenda is kept current up to twenty-four hours prior to the meeting. The agenda may be viewed at North Central District Health Department, 422 East Douglas Street, O'Neill, Nebraska. Any Agenda items may be removed, tabled, or reordered at any time at the discretion of the Board President.*

*Questions: Please contact Heidi Kuklis, Executive Director (402)336-2406*

PO Box 191 | 422 E Douglas Street | O'Neill, NE 68763  
(402) 336-2406 | [ncdhd.ne.gov](http://ncdhd.ne.gov)



The North Central District Health Department's Mission is to promote and protect the health and wellness of our communities.

Healthy People, Healthy Communities



Program Updates  
September 2024

# Accreditation

Currently Focusing on Domain 1-  
Community Health Assessment:



BOH Members, please complete the  
Community Health Survey!

## CHA/CHIP

Conducting Focus Groups for the CHA:

Neligh- September 9

O'Neill- September 10

Valentine September 11

Creighton- September 13

Plainview - September 23

Ainsworth- September 27





## **Program Financial Reporting**

Since the August BOH meeting,  
NCDHD billed for \$32,552.83:



\$32,522.83  
billed

\$10,60021 for 438 MPOX

\$21,952.62 for 630 CDC  
Local Environmental Public  
Health Infrastructure



Major Billing:  
January  
April  
July  
October



# Health Billing

## Program Notes

Health billing is still current and up to date with claim submission. We are working on cleaning up any denials and getting information together to finalize this years numbers. We also are documenting any changes that need to be implemented for the coming year to ensure our billing success.

The weekly group billing meetings are now every other Wednesday of the month and are still very beneficial. Marci is still quite prompt at responding to any personal emails we have sent and gives direction on how to resolve any issues.

Since last meeting:

June \$1,763.59

July \$4,020.76

Aug \$1,868.72

# Miles of Smiles

## Program Notes

Fall 2024 and  
Spring 2025  
clinics  
scheduled

We've had great  
attendance for  
the Fall Clinics

- Fall Miles of Smiles Clinics run from August to the end of October. Clinics have had great attendance so far.
- Each student receives a toothbrush and toothpaste, along with dental education.
- We can now bill for dental screenings for children that have Medicaid.
- Our new dental hygienists are a great addition to the program. They are upbeat and do a great job with dental education.





## Flu shots, Immunizations & Covid response

We are officially in Flu Shot Clinic Season, Public Clinics are planned for at least one location in every county.

We have added a couple of places & schools that asked us to come and vaccinate staff and added food pantries. Outreach was done with all the food pantries we have contacts for, those with in person distribution were offered onsite clinics and outreach, 2 accepted, Bassett and Antelope County. Information on the closest public clinic was distributed by O'Neill, Atkinson/Stuart, Bloomfield, and Ainsworth. All of these except Ainsworth are doing Drive Through distribution. Could not reach the main contact for the Plainview food pantry and just got updated contact for the Valentine food pantry, currently reaching out to them. If you have contacts for other food pantries, please get that information to Jennifer.

If you are willing to take fliers to your communities or know of businesses in your communities that qualify (more than ½ mile from the NCDHD office and at least 10 people getting a shot) for a clinic at their site and are interested, refer them to Jennifer; [jennifer@ncdhd.ne.gov](mailto:jennifer@ncdhd.ne.gov) or call 402-336-2406.

For our Summer clinics (July through August), vaccines given:

20 Covid-12 relinquished to the NH, all booster doses

8 Shingles

2 Meningitis B

3 Meningitis ACWY

2 Pneumonia

3 Ped Hepatitis A

2 Adult Hepatitis A

5 Adult Hepatitis B

1 Ped Hepatitis B

1 MMR

8 Tdap

2 Polio

2 RSV

2 Varicella

Covid-19 vaccines were paused in late July when our supply ran out. The FDA and CDC approved a new formula for the fall and the manufacturers were no longer supplying the previous formula. They were resumed once the updated 2024-25 formula was received in house in Mid-September. The CDC recommends all person 6 mons and older get an updated COVID-19 vaccine this fall.

We are also getting an Electronic Medical Record system for our office, through Patagonia. Last update received; they are working to get system built to meet our specific needs.



# Emergency Response



## Program Notes

Since the last board of health meeting held in August, ERC Danielle Roessler, has attended Incident Action Plans Training with The Blue Cell in South Sioux City and is currently attending the yearly Preparedness Seminar hosted by DHHS in Kearney. Danielle has been attending quarterly nationwide Rural PHEP meetings hosted by NACCHO and has been appointed as the chair of this group. Hazard Mitigation Planning is still underway for Boyd, Keya Paha, Rock, Brown, and Cherry Counties. The Pierce County Hazard Mitigation plan in conjunction with other Northeastern Nebraska counties is being reviewed and the final draft will be available soon. Danielle is working with Northeast Community College to host a series of Cyber Ready games in the district, the game was developed and distributed by FEMA. O'Neill will be hosting a game at the Northeast Campus on October 31st from 1:00-4:00 and all local businesses, banks, healthcare services, utilities, emergency management and government services are encouraged to attend. Dates for additional local games will be announced soon on the NCDHD website and Facebook page. Ainsworth and Valentine will have games scheduled and Danielle is happy to talk with other areas about hosting games as well.







# Prevention

Mental Health and Substance Abuse Prevention:

- Facilitated multiple school-focused initiatives, including the launch of Social Emotional Learning (SEL) curricula in North Central District and collaboration with Kikori for mental health programming (Aug 12, 19, and 21).

- Engaged in Out of the Darkness community walk planning to promote suicide prevention in Holt/Boyd counties.

## **4-It's Real-Youth mental Health Trainings & 2-More Than Sad- Parent Mental Health Training**

- Supported Holt County CCC Healthcare Access Meeting focused on mental health and substance use awareness (Aug 19).



Valentine National Night Out





## **Prevention**

### **Community Engagement and Substance Use Discussions:**

- Participated in the Antelope County Substance Abuse Prevention Coalition (Aug 5) to address local substance misuse challenges.
- Attended webinars related to new trends in tobacco and nicotine use (Aug 22) and youth data-sharing strategies (Aug 22, 29).

### **Public Health Outreach and Preparedness:**

- Coordinated with the community for National Night Out in Cherry County (Aug 30)
- Substance use prevention and mental health efforts at Boyd County Schools with Boyd County Student Senate (Aug 29).
- Ongoing efforts in compiling the NCDHD newsletter and supporting school readiness with substance use prevention messaging via toilet times.

### **Key Upcoming:**

- Out of the Darkness Walk (O'Neill- Sept 21).



# TOILET TIMES

Brought to you by North Central District Health Department

ISSUE 1  
AUGUST 2024



## WHAT DOES THE DATA SAY?

### Most youth are NOT using:

- 96.2% of 12th grader have have not used cigarettes in the past 30 days
- 83% of 12th grader have have not drank alcohol in the past 30 days
- 98.1% of 12th grader have have not used marijuana in the past 30 days
- 87.7% of 12th grader have have not vaped in the past 30 days

## YOUTH VOICE:

Scan here to see what Elgin Public youth had to say...



## LET'S BE BLUNT

### MARIJUANA USE IS LINKED TO SCHIZOPHRENIA

The study team estimated that 15% of cases of schizophrenia among men aged 16-49 may have been avoided in 2021 by preventing cannabis use disorder, in contrast to 4% among women aged 16-49. For young men aged 21-30, they estimated that the proportion of preventable cases of schizophrenia related to cannabis use disorder may be as high as 30%. The authors emphasize that cannabis use disorder appears to be a major modifiable risk factor for schizophrenia at the population level, particularly among young men

SOURCE

<https://rida.nih.gov/news-events/news-releases/2023/05/young-men-at-highest-risk-schizophrenia-linked-with-cannabis-use-disorder>



## ADVERSE REACTIONS TO VAPING:

1. **Mental/ Physical Addiction-**  
Marques, Piqueras et al (2021), Dinardo and Rome (2019)
2. **Increased Incident of Mental Illness**  
Becker, Arnold et al (2020)
3. **Altered Cardiovascular Activity - Increases Heart Rate, Blood Pressure, and Contractility**  
Merecz-Sadowska, Sitarek et al. (2020)

## STRUGGLING WITH MENTAL HEALTH?

You are not alone...

**988 Suicide and Crisis Lifeline-**  
Call or Text 988  
Available 24/7

**NEBRASKA  
TOBACCO  
QUITLINE**

For Free  
Tobacco Cessation  
Resources  
Call or Text





## Community Impact Coordinator

### Program Notes

Reach Media is now running successfully throughout our district and is attracting attention from community members. It has shown to be an excellent way to share information with those who don't have internet access or social media. Kirsa is also sharing her knowledge and insights in implementing Reach Media with health departments across Nebraska.

Still actively working with clinics and hospitals to promote the new online tool, Credible Mind, Kirsa has established partnerships with nine organizations, each of which has received business cards featuring their own unique QR code. The Credible Mind site itself has already experienced significant traffic, with over 600 users and nearly 700 sessions since launch. The site also provides valuable insights into the mental health topics most relevant to our community members. The top five topics are Depression, Flourishing or Languishing, Anxiety, Attachment Style, and Burnout.

The Social Determinants of Health are increasingly becoming a critical focus for health organizations. Kirsa is working to position the health department to assist these organizations in meeting emerging requirements by offering the necessary resources and support.

These efforts demonstrate NCDHD's dedication and commitment to enhancing community health and well-being through innovative tools and collaborative support.



Healthy People  
Healthy Communities



# CATCH, INC/HRSA

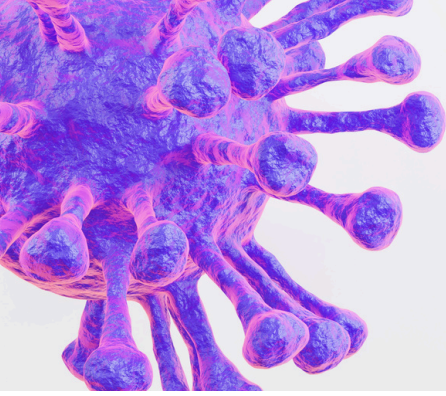
## Program Notes

Community Access to Coordinated Healthcare, Inc. (CATCH) is a service delivery system made up of six local health departments and one Community Action Agency in Southeast Nebraska. CATCH is designed to foster improved health outcomes through health education, training, outreach, and referral services including case management and access to care. Incorporated in 1997 as a 501(c)3 non-profit membership organization, CATCH is governed by a board of directors and is a membership network of six local health departments (LHDs) and a multi-county community action agency (CAA).

NCDHD has a contract with Wausa Clinic. Staff meets monthly or as needed to discuss possible ways to encourage referrals.

Continue to collect data. Dr Hotovy discussed the goal of automating data collection by integrating with the clinics' electronic medical record (EMR) systems. The group discussed the health department's plans to implement a new EMR system. Dr Hotovy offered to provide input from a medical perspective to ensure the selected system can adequately support the department's needs, including the ability to document social determinants and other things such as healthcare visits if needed.

Dr. Hotovy requested that the group share any success stories from working with patients, as those will be included in the upcoming PIMS reporting. He also mentioned that the data from the referral spreadsheet will be shared with the group before the next care coordinator meeting, in case anyone has additional questions.



# Disease Surveillance



## ILI reporting

-School Surveillance reporting has officially begun. Schools are encouraged to report illnesses via a REDCap survey on a designated day each week, helping track and analyze trends within the community. If illness reports hit a specific benchmark, our department will collaborate with the school to discuss mitigation and prevention strategies aimed at slowing the spread.



## completed communicable disease case investigations

-Hospital Influenza-like Illness (ILI) reporting will start the first week of October.

-Our office is still looking for a sentinel provider for the 2024-2025 flu year. If any of our hospital CEO board members know of a provider who would be interested, let me know. Emails and letters have been sent to our contacts.

-Current COVID strain has peaked, still have a few LTC/ALF experiencing outbreaks.

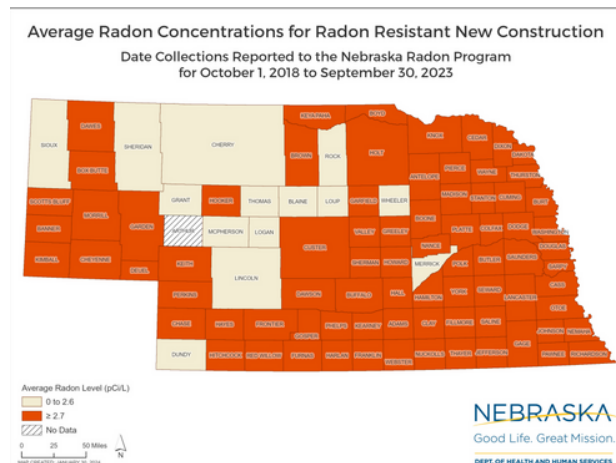
# Radon

- NCDHD continues to encourage Radon sales. Radon education and kits sales are available in office, online and community outreach such as the farm and home shows.
- HQUIP (Healthcare Quality Improvements Platform) is in full swing as we have partnered with Avera Creighton and Avera St Anthony's Hospitals to encourage those that have had exposure to high Radon levels to be knowledgeable about lung cancer screening and where screening sites are. NCDHD continues to have zoom meetings with the HQUIP team and Hospital staff, to find ways to educate and push out the lung cancer screenings in our district.

## Goals:

- Continue to increase referrals for lung cancer screenings and increase awareness of the importance of getting scanned.
- Continue to educate and sell short-term radon kits.
- Increase response to testing by sending out reminder cards to customers that we have sold kits to.

The map compares the average pre-mitigation radon levels in Nebraska counties by using data from October 1, 2018 to September 30, 2023. Note that homes with elevated radon levels were found in all counties that had testing results. Regardless of geographic location, all homes should be tested for radon.





# Water Infrastructure Improvements for the Nation (WIIN)

The Nebraska Department of Environment and Energy (NDEE), in cooperation with the Nebraska Department of Health and Human Services (DHHS), has been awarded a Water Infrastructure Improvements for the Nation (WIIN) Act grant from the U.S. Environmental Protection Agency. These funds will be used to create a voluntary lead sampling and analysis effort of drinking water in childcare facilities, preschools, and public elementary schools across the state.

To date, community wide response to our awareness initiative has been tremendous. As we proceed and develop a specific course of action, we intend to keep parents and the public at large informed every step of the way.

The grant period has now ended. All schools that participated have received their results and any instructions that may be needed to mitigated.

## Goals:

1. NCDHD is making one last attempt to reach out to licensed daycares and schools within our district to encourage free testing until August 30th, 2024.
2. Continue to educate the importance of lead testing and keeping a safe environment for our children.
3. Send information form from NDEE to send to daycares and schools for remediation that is available to those whose faucets test above the 10ug/L.
- Print flyers and pamphlets that are available to send to those who qualify.
5. Follow up with places that have received kits and have not tested.



# West Nile



The 2024 mosquito trapping season is almost to an end. Record numbers of mosquitoes have been collected in our trapping efforts. In this season of trapping, we have trapped over 12,400 mosquitoes in Holt County, with 3 positive West Niles Virus mosquito pools.

NCDHD has made efforts in the area to educate the public on the importance of taking proper precautions to protect themselves.

Efforts have been made to distribute mosquito repellent wipes and dunks to city clerks and golf courses, as well as community events to help efforts in controlling the mosquito populations in the area.

NCDHD flagged for ticks at the end of May and again in June. Ticks were plentiful in all areas of flagging. We are awaiting results from state to update data collections and species identifications. This year we flagged for ticks at Niobrara State Park, Dry Creek WMA, and Hull Lake WMA.

PSA was sent to local radio and newspaper outlets to notify the public of the positive WNV mosquito pools.



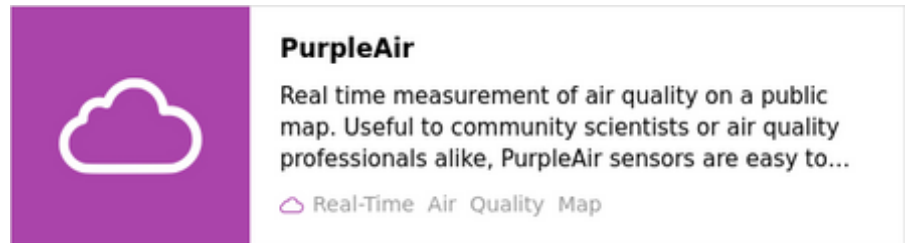
# Environmental Health



Purple Air monitors are installed in three different locations in the district: Ainsworth Community School, Butte Lower Niobrara NRD and NCDHD office. All three monitors are connected and pulling in data.

NCDHD looks forward to working with our locations on putting out information/education to the public about the quality of the air and the relations it has with the environmental effects the can make the air quality poor, especially for those the may suffer from chronic lung issues.

[purpleair.com](http://purpleair.com)  
[airnow.gov](http://airnow.gov)



Smoke plumes have been a large concern this year with the many wildfire outbreaks throughout the country. The AirNow Smoke and Fire Map have been useful for public to access to see if their area is affect and the what next steps need to be considered.

**Air Quality**

Air Quality alerts are posted as needed on social media outlets to notify the public when air quality is poor and educate on when to take precautions, especially for high risk populations.



# Environmental Health

# SAMPLE



**Citizen  
Science**  
WATER QUALITY

Good water quality is important to the health of the public. In communities surrounded by agriculture, there is potential for contamination of water resources by manure and fertilizer application. Nitrate and phosphate are plant nutrients needed for improved growth, but excesses of these nutrients cause adverse impacts on water resources. Excess plant nutrients also pose a health risk to those who depend on these water resources. The goal of our program is to measure levels of plant nutrients present in well water, rivers and streams across Nebraska.

NCDHD is excited to kick this program off and already has 12 schools that have responded and want to participate. We will be scheduling these visit in the upcoming weeks.

Amy has partnered with Shannon Bartelt-Hunt, in the Department of Civil and Environmental Engineering at the University of Nebraska-Lincoln to execute the Citizen Science Project

The goal of the program is to measure levels of plant nutrients present in well water, rivers and streams within Nebraska. The reason we are testing private wells on farms is to give an opportunity to farm families to improve their health by identifying potential contamination of drinking water supplies by excess nutrients. This program is not affiliated with or under the direction of any regulatory body, such as the U.S. EPA.

The program will provide all testing materials to NCDHD and Volunteers will measure the concentrations of key nutrients, nitrate and phosphate, using rapid test strips that provide an accurate and reliable results in less than 1 minute. All volunteers will receive training to ensure that they are comfortable with the tools provided.

The information that is collected will be sent to the University of Nebraska, by either mail or email, for analysis. Expert faculty and staff will answer questions and provide feedback to you on the levels of plant nutrients in the water that you tested. As a volunteer, you will be kept informed about the results of this program and alerted to future opportunities to improve your water resources.



UNIVERSITY OF  
**Nebraska**  
Lincoln

**UNMC**  
UNIVERSITY OF NEBRASKA  
MEDICAL CENTER  
**NCDHD**  
Nebraska  
Health Department





Johnstown, Ne July 2024  
Photo take by TyLinn Dodd

## Blood Pressure Check Station

- We have placed 10 BP check stations through out north central Nebraska.
  - Each station has a simple at-home style machine to check ones BP on their own.
  - There is also information, appointment guides, and take-home charts for participants to use and educate themselves.
- This hope is that people within those communities will be inspired to take initiative and work towards better heart health.
- NCDHD is also hosting blood pressure checks in local areas during both special community and during vaccine clinics.

### Locations:

Name	Town	Address	Zip	County
Elgin Pharmacy	Elgin, Ne	112 E 2 <sup>nd</sup> St	68636	Antelope
Boyd Co. Senior Center	Spencer, Ne	107 S Thayer St	68777	Boyd
Ainsworth Public Library	Ainsworth, Ne	445 N Main St	69210	Brown
Ma's Cafe	Woodlake, Ne	102 N Chestnut St	69221	Cherry
La Constenita Market	O'Neill, Ne	104 S 5 <sup>th</sup> St	68763	Holt
Ewing Family Foods	Ewing, Ne	210 E Nebraska St	68735	Holt
Homeland Grocery	Springview, Ne	101 N Main St	68778	Keya Paha
Bloomfield Public Library	Bloomfield, Ne	121 S Broadway St	68718	Knox
Plainview Pharmacy	Plainview, Ne	103 S Main St	68796	Pierce
Rock County Pharmacy	Bassett, Ne	103 W US-20	68714	Rock

## AEDs and Hands-Only CPR

- It is always important to be prepared in an emergency, especially a cardiac emergency.
- **Hands-only CPR** is a lifesaving skill that anyone can use.
  - The only difference is there **no** "rescue breaths", but the compressions will keep the heart pumping and blood flowing until EMS arrives.
- Our HeartCorps representative has created a google map that has the accumulate locations of current AEDs in Northcentral Nebraska.
  - This map can be accessed through a QR code on our Reach Media or on our Website!
  - NCDHD has purchased two Zoll AED training modules to use is in future Hands-Only CPR training sessions
- We are excited to offer these classes in collaborations with any groups, organizations, job sites, and schools in the North central area.



## Bingocize in the Community

- 10-week, evidence-based health promotion program that combines exercise, health education, and bingo to maintain and improve quality of life in a variety of populations. (NCDHD's current audience is older adults.)
- Strongly encouraged by organizations dedicated to improving quality of life in older adults including **Northeast Nebraska Area Agency on Aging**.
- Benefits of the program:
  - Improved walking, Improved lower and upper body muscle strength, Improved social engagement, Increased health knowledge, Improved cognition.
- We have had several successful rounds in Ainsworth, Elgin, and Ewing!
  - **Our current round is in O'Neill, July 15th through Sept. 18th.**
- There are several other areas NCDHD is hoping to bring Bingocize to come this fall!



**North Central District Health Department, 422 East Douglas Street, O'Neill, Nebraska 68763**

Date Created:	1/3/2018
Assigned Annual Review Period:	At least every 5 years
Reviewed Date:	
Revised Date:	
Approved By:	Executive Director
Approval Date:	1/3/2018

**Number: 9 - 030**

**Procedure**

**Subject: Capital Expense and Inventory**

**Scope: Management**

**PROCEDURE**

North Central District Health Department is responsible for establishing adequate controls over capital expenditures to ensure the timely procurement of these assets and accurate and timely recognition of these assets in the accounting records. The procedure requires:

- Management review and approval purchases in capital expenditures.
- Expenditures to be allocated as a fixed asset(s), if applicable, in NCDHD accounting system.
- Track and review capital projects against predefined budgets or plans.
- NCDHD to pay for capital expenditure items consistent with approved order details.
- NCDHD to secure bids as specified in the Procurement Policy.
- NCDHD to follow the procurement and purchasing limits as specified in the policy.
- New items purchased must be placed in inventory by the Fiscal Manager/accounting, and inventory reconciliation will happen annually.

NCDHD does not consider purchases below \$10,000 to be capital expenditures. Assets purchased below the \$10,000 limit are expensed as they are received.

**North Central District Health Department, 422 East Douglas Street, O'Neill, Nebraska 68763**

Date Created:	1/3/2018
Assigned Annual Review Period:	At least every 5 years
Reviewed Date:	
Revised Date:	7/2024
Approved By:	Executive Director
Approval Date:	1/3/2018
References	Two Rivers Public Health Department Capitalization, GASB Government Accounting for Fixed Assets, GFOA Capitalization Thresholds for Capital Assets Best Practices, Eide Bailly Review

**Number: 9 – 030.1**

**Procedure Capital Expense and Inventory**

**Scope: Management**

North Central District Health Department is responsible for establishing adequate controls over the recording, tracking, and disposition of fixed assets to ensure the timely procurement of these assets and accurate and timely recognition of these assets in the accounting records.

**POLICY:**

It is the policy of North Central District Health Department that fixed assets are to be properly accounted for and used for appropriate Department uses. Assets with an individual value exceeding \$10,000 are to be capitalized and recorded as fixed assets in the Department's accounting records. Purchases below \$10,000 are to be charged to the appropriate expense account as incurred.

**DEFINITIONS:**

Capitalization: The provision of capital for a company, or the conversion of income or assets into capital.

Fixed Asset: A long-term tangible property or equipment that the company intends to be used for more than 1 year. E.g., buildings, computer equipment, software, furniture, land, machinery, and vehicles. Companies can depreciate the value of these assets to account for wear and tear.

Depreciation: A reduction in the value of an asset with the passage of time, due in particular to wear and tear.

#### **PROCEDURE- Capital Expenditures**

- Management reviews and approves purchases as capital expenditures. NCDHD does not consider purchases below \$10,000 to be capital expenditures. Assets purchased below the \$10,000 limit are expensed as they are received.
  - The health director may use objectivity, referencing the guiding principles of the Government Finance Officers Association (GFOA) Capitalization Thresholds for Capital Assets Best Practices <sup>1</sup>
- Expenditures to be allocated as a fixed asset(s), if applicable, in NCDHD accounting system.
- Track and review capital projects against predefined budgets or plans.
  - If an awarding agency requires a lower amount or equipment, NCDHD will adhere to that dollar amount only for that program or contract.
  - Capitalized assets will be reported as expensed for grants if they were so budgeted in the grant application. However, for NCDHD's financial statements, these assets will be capitalized and depreciated according to this policy.
- NCDHD to pay for capital expenditure items consistent with approved order details.
- Finance accounting lead (inhouse or outsourced) will ensure all capitalized assets are maintained in the depreciable assets account and are not included as an operating expense and property and equipment are depreciated over their estimated useful lives using the straight- line method. Depreciation expense will be recorded based on the useful life of the expenditure according to General Accounting Standards Board (GASB) Fixed Asset guidelines. In the year of acquisition, depreciation is recorded based on the number of months the asset is in service, counting the month of acquisition as a full month (Example: an asset purchased on the fifteenth day of the fifth month shall have eight full months of depreciation (eight-twelfths of one year) recorded for that year.)
- A review of capital expenditures and the depreciation expense will be completed via annual audit process performed by qualified Certified Public Accounting firm.
- NCDHD to secure bids as specified in the Procurement Policy and to follow the procurement and purchasing limits as specified in the policy.
- New items purchased must be placed in inventory by the office manager.
- Inventory reconciliation will happen annually at the end of the fiscal year. All grant-related capital asset purchases will be recorded and tracked as such on NCDHD's inventory list.
- Disposal of capital assets purchased with federal funds will be according to granting agencies, federal regulation procedures, and/or disposition of property policy.

#### **PROCEDURE- Inventory of Non-Capital Expenditures**

- The office manager will inventory non-disposable, tangible purchases that are technology assets or exceed a value of \$100 upon receipt of the item.

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<sup>1</sup> <https://www.gfoa.org/materials/capitalization-thresholds-capital-assets>

- Items below the \$100 threshold may be requested to be inventoried at the discretion of the health director.
- If an item is assigned or checked out to a specific team member, the office manager should note this in the inventory system.
- Vaccination inventory should be maintained within the Nebraska State Immunization Information System (NESIIS).

# INTRO TO MAPP 2.0

**M**obilizing for Action through Planning and Partnerships (MAPP) was developed by the National Association of County and City Health Officials (NACCHO) in 2001 and is one of the most widely used and reputable community health improvement (CHI) frameworks in the field. It is a community-driven strategic planning process that helps communities assess their public health needs and resources, prioritize health issues, and develop strategies to improve the health and well-being of their populations through a shared community health improvement plan.

Since 2019, NACCHO has facilitated a process to update the original MAPP framework to meet the evolving needs of the field. NACCHO updated the framework based upon best practices in the field of public health and input from a MAPP Evolution Steering Committee and subject matter expert sub-committees. The new and revised materials were pilot tested and reviewed by fifteen health departments representing rural, urban, and suburban, as well as tribal, communities.

MAPP 2.0 builds upon its predecessor, emphasizing the importance of community engagement, data-driven assessments, and a focus on health equity. In comparison to the original framework, MAPP 2.0 is streamlined from six to three phases and from four to three new and revised assessment tools and includes new resources and activities.

## MAPP 2.0 Components

MAPP 2.0 enables communities to identify health priorities, develop effective strategies, and mobilize partnerships to improve community health outcomes, empowering communities to create sustainable and equitable solutions for the well-being of their populations.

### Phase 1: Build the CHI Foundation

This phase sets the stage for the MAPP process. It includes guidance to build strategic relationships based

on a Stakeholder and Power Analysis, conduct a Starting Point Assessment to take inventory of resources and set goals for process improvement, cultivate a shared mission and vision for MAPP, and develop a common understanding of how MAPP can be used to achieve health equity.

### Phase 2: Tell the Community Story

This phase results in a comprehensive, accurate, and timely community assessment of health and well-being based upon findings from three assessment tools. It maintains the need for data and information from several perspectives, including qualitative and quantitative, with a greater emphasis on understanding health inequities. The Forces of Change assessment from MAPP 1.0 has been integrated across all three MAPP 2.0 assessments.

The MAPP 2.0 assessments are:

#### 1. Community Partners Assessment

The Community Partners Assessment (CPA) is an assessment process that allows all the community partners involved in MAPP to critically look at 1) their own individual systems, processes, and capacities and 2) their collective capacity as a network/across all community partners to address health inequities.

#### 2. Community Status Assessment

The Community Status Assessment (CSA) is a quantitative assessment aimed at understanding the community's status. It helps communities move upstream and identify inequities beyond health behaviors and outcomes, including their association with social determinants of health and systems of power, privilege, and oppression.



### 3. Community Context Assessment

The Community Context Assessment (CCA) is a qualitative data assessment tool aimed at harnessing the unique insights, expertise, and perspectives of individuals and communities directly impacted by social systems to improve the functioning and impact of those systems.

### Phase 3: Continuously Improve the Community

This phase includes steps to address the social determinants of health and health equity through transformational strategies. It encourages strategic partnerships for sustained action, through partner profiles and a power analysis that best position partners to address inequity as it relates to each CHIP goal. This phase also employs methods of continuous quality improvement and rapid cycle improvement to promote sustained, data-driven action which allows for building an evidence base through small-scale improvements on existing strategies and small-scale testing on new, innovative strategies for health equity action.

### Health Equity Action Spectrum & Strategy Bank

The **Health Equity Action Spectrum** is a visual diagram created for MAPP to describe the relationship between health outcomes, social determinants of health, and root causes of health inequity. It includes suggested actions that can be taken along the spectrum to encourage communities to implement a variety of strategies in their CHIP.

The **Strategy Bank** is an online repository of strategies that communities have included in their CHI plans, organized along the Health Equity Action Spectrum. It encourages community health improvement through approaches ranging from provision of direct services to those addressing policy, social, and environmental factors, and community power building that enable health and well-being for all. Communities can reference this strategy bank to help them select a promising or evidence-based activity for their CHIP.

### Power Primer

The **Power Primer** is a new, optional supplement for MAPP 2.0. It explains why and how to address power dynamics, acknowledge societal power imbalances as a root cause of health inequities, and support building community power through MAPP. It is designed to align with each step of the MAPP 2.0 process.

### MAPP Training and Technical Assistance

To download all MAPP 2.0 tools and to join the MAPP Network, the virtual community for MAPP users, please visit [NACCHO.org/MAPP](https://naccho.org/MAPP). If you have questions or would like to inquire about a training, please e-mail NACCHO staff at [MAPP@naccho.org](mailto:MAPP@naccho.org).



# 1 CONTRACT LANGUAGE

THIS AGREEMENT is made and entered into this 10th day of September 2024, by and between the North Central District Health Department (hereinafter called Contracting Entity "CE"), and CS Construction, a Design Build Contractor (hereinafter named "Contractor"), for the Construction Project known as: NCDHD Main Floor Remodel. The Owner and Contractor agree as follows:

## ARTICLE 1 – THE WORK:

The Contractor shall complete all the work on the NCDHD Main Floor Remodel as specified in the Scope of Work included in attachment 6.1 and also contained in the Request for Proposal (RFP) attachment 6.2. The Work is generally described as integrating up to 3 private clinical rooms, a clinic prep space, up to 9 semi-private to private workspaces, a waiting area, and an office resource area. At least two bathrooms will be remodeled to function as handicap-compliant public restrooms; a shower and laundry will also be integrated within the building. The main floor will continue to include a conference room, a staff wellness and break space, and storage.

## ARTICLE 2 – TIME OF COMMENCEMENT AND COMPLETION:

The Work to be performed under this Contract shall be commenced upon receipt of a Notice to Proceed and completed by 12/31/2024. Start date is anticipated to be on or about November 1<sup>st</sup>, 2024.

NCDHD's routine business hours are Monday through Friday 8:00AM-4:30PM except for posted holidays. Owner integrated feedback should be solicited during these hours unless a request has been made by the Contractor or CE. Access to the facility will be provided to the Contractor outside of routine business hours by request. The Contractor should work alongside subcontractors working outside of NCDHD business hours or should request a separate key for the subcontractor to utilize.

## ARTICLE 3 – CONTRACT AMOUNT AND BASIS:

CE shall pay the Design Build Contractor via a time-and material approach. The project shall not exceed \$550,000. This includes the purchase of desks/built in furniture.

Time will be reimbursed based on itemized receipts of labor at the rates listed on the rate sheet.

Carhartt Lumbar will not charge for the design work or plan generation as they will be a primary source of lumber. The contractor will not bill for the design work.

Should changes for expertise need to be made, compensation, not to exceed 2% of the project, is available for expenses prior to execution of the design-build amendment. This request would need to be made in writing by the contractor and approved in advance by the Owner.

Materials will be paid directly to Carhartt Lumber via a charge account.



## ARTICLE 4 – PROGRESS PAYMENTS

NCDHD will accept biweekly, itemized billing based on time and expenses for the period of submission. Estimated completion of the project should be provided with each submission to allow for tracking of the budget versus completion of the project.

The Owner will allow the Contractor a \$10,000 pre-payment the first week of the project. This is estimated to be one week worth of labor if the full CS Construction crew is working on the job. Respecting that biweekly payments throughout the project will take process and approval time, this ensures the Contractor can ensure timely payment to all entities working on the project. This payment will be credited back to the owner before final payment.

Carhart's should direct bill supplies to NCDHD. Prior to payment, the Design Build Contractor will review for accuracy and correlate to project completion.

## ARTICLE 5 – FINAL PAYMENT:

Upon receipt of the Design Builder's written notice that the Work is ready for final inspection, the Owner will complete a facility walk through and final inspection. When the Owner finds the Work acceptable under the Design-Build Documents and the Contract fully performed, the Owner will issue a final Certificate for Payment. The final payment will be less the \$10,000 pre-payment. Should the final bill be less than \$10,000, the contract will owe the outstanding balance to the Owner.

Acceptance of final payment by the Design-Builder shall constitute a waiver of claims by the Design-Builder except those previously made in writing and identified by the Design-Builder as unsettled at the time of final Application for Payment.

Final payment shall not be due until all of the following occur:

1. Contractor has delivered to the Owner a bond, a clean irrevocable letter of credit, cash, or other security satisfactory to the Owner indemnifying the Owner against any claim which has been asserted by anyone for labor, materials, equipment, or otherwise arising out of the contract or on account of any claim which either the Owner or Contractor believes may be asserted.
2. Owner has inspected and approved the Work as complying with the contract,
3. Written consent of surety if any is given.
4. Any manufacturers or suppliers' warranties and equipment literature and any as built plans required are delivered to the Owner.
5. The contractor has trained the Owner on how to use equipment built within the space.
6. Owner and Contractor have complied with all requirements for Final Settlement imposed by applicable law.

## ARTICLE 6 – CONTRACT DOCUMENTS:

The Contract may consist of some or all of the following documents:

1. Request for Proposal;
2. Contractor's Proposal but only to the extent it does not conflict with CE's documents;
3. Contract;
4. Plans;
5. Drawings;
6. Specifications;
7. Amendments;
8. Addenda;
9. Change Orders;
10. Bid, Payment and Performance Bonds; and,
11. Certificate of Insurance.

The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. In the event of conflicts, the documents shall control in the following order of precedence:

1. Contract with latest, Addenda, Amendments, or Change Orders;
2. Request for Proposal with latest Amendments;
3. Plans, Drawings, and Specifications; and
4. Contractor's Proposal.

The aforementioned documents form the Contract and what is required shall be as binding as if required by all. The intention of the Contract Documents is to include all labor, materials, equipment and other items necessary for the proper execution and completion of the Work and the terms and conditions of payment therefore, and also to include all Work which may be reasonably inferable from the Contract Documents as being necessary to produce the intended results.

Two (2) completed copies of the Contract Documents shall be signed by the Owner and the Contractor. If either CONTRACTING ENTITY or the Contractor do not sign the Drawings, Specifications, or any of the other Contract Documents, the CONTRACTING ENTITY shall





**Health Department**



**Public Health**  
Prevent. Promote. Protect.



identify them. By executing the Contract, the Contractor represents that they have visited the site and familiarized themselves with the local conditions under which the Work is to be performed.

The term Work as used in the Contract Documents includes all labor necessary to produce the construction required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in such construction.

If any of the covenants or provisions of this Contract shall conflict with any of the provisions of the Request for Proposals or the Contractor's proposal, then this Contract shall control and shall be the governing document. If the Request for Proposals conflicts with the Contractor's proposal then the Request for Proposals shall control, it being the intent that the work under the project is defined in this Contract and the Request for Proposals.

## **ARTICLE 9 – CONTRACTOR RESPONSIBILITIES:**

The Contractor shall perform the work as an Independent Contractor pursuant to this Agreement. See Section 4 for additional information.

## **ARTICLE 10 – SUBCONTRACTS:**

A Subcontractor is a person who has a contract with the Contractor to perform any of the Work at the site.

Unless otherwise specified in the Contract Documents or in the Instructions to Bidders, the Contractor, as soon as practicable after the award of the Contract, shall furnish to the Owner in writing a list of the names of Subcontractors proposed for the principal portions of the Work. The Contractor shall not employ any Subcontractor to whom the Owner may have a reasonable objection. The Contractor shall not be required to employ any Subcontractor to whom he has a reasonable objection. Contracts between the Contractor and the Subcontractor shall be in accordance with the terms of this Agreement and shall include the General Conditions of this Agreement insofar as applicable.

All contract stipulations relating to insurance, safety, etc. also apply to subcontractors. The Design Build Contractor is the lead contact for subcontractors and will be responsible for compliance.

## **ARTICLE 11 – DECISIONS ON DISPUTES:**

The provisions of this Article shall govern the procedures to be followed in the event of a dispute.

Representative shall be the initial interpreter of the requirements of the Contract Documents and judge the acceptability of the Work thereunder. Claims, disputes and other matters relating to the acceptability of the Work or the interpretation of the requirements of the Contract Documents pertaining to the performance and furnishing of the Work and changes in the Work and Contract Times will be referred initially to the Owner in writing with a request for a decision. Written notice of each such claim, dispute or other matter will be delivered by the Contractor to the Owner promptly after the occurrence or event giving rise thereto. The Owner will render a decision in writing promptly after receipt of the submittal, allowing sufficient time for review of the matter. The



Owner's decision on such claim, dispute or other matter will be final and binding upon the Contractor.

When functioning under these provisions, the Owner will remain impartial to both the Contractor and the State and will not be liable in connection with any interpretation or decision rendered in good faith in such capacity.

#### **ARTICLE 12 – ROYALTIES AND PATENTS:**

The Contractor shall pay all royalties and license fees. The Contractor shall defend all suits or claims for infringement of any patent rights and shall save the Owner harmless from loss on account thereof.

#### **ARTICLE 13 – PERFORMANCE AND PAYMENT BONDS:**

A Performance Bond, Payment Bond, and Materials Bond shall be submitted by the Contractor for all as indicated by State of Nebraska Requirements. For this project, the bond shall be at least the total budget for the project. The bond shall refer to this Contract and may be drawn against in an appropriate amount as determined by the Owner in its sole discretion when any damages to the Owner result from the Contractor's services pursuant to this Contract, or Contractor's malfeasance, misfeasance, or a breach in the performance hereof. The purpose of the bond is to secure the performance of and the compliance with this Contract by and between the Contractor and Owner; the bond shall not be transferable. Each bond shall comply with the requirements of the State.

#### **ARTICLE 14 – DELAY:**

All of the Work will be completed and ready for final payment by the date specified in this Agreement.

If the Contractor is delayed at any time in the progress of the Work by changes ordered in the Work, by labor disputes, fire, unusual delay in transportation, unavoidable casualties, causes beyond the Contractor's control, or by any cause which the Owner may determine justifies the delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Owner may determine.

#### **ARTICLE 15 – PAYMENTS:**

Payments shall be made as provided as described in the in the ***Progress Payment*** and ***Final Payment*** section of this Contract.

Payments shall be made for services provided as well as materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing.



The Owner shall, within ten days after receipt of the Design-BUILDER's Application for Payment, issue to the Design-BUILDER a Certificate for Payment indicating the amount the Owner determines is properly due, and notify the Design-BUILDER in writing of the Owner's reasons for withholding certification in whole or in part. When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

Payments may be withheld on account of one (1) of the following reasons:

1. Defective Work not remedied.
2. Claims asserted or evidence that indicates probable assertion of claims.
3. Failure of the Contractor to make payments properly to Sub-Contractors or for labor, materials, or equipment.
4. Damage to another Contractor or Owner.
5. Unsatisfactory prosecution of the Work by the Contractor.

The Design-BUILDER shall pay each Contractor/sub-contractor providing services or work for the Design-BUILDER no later than the time period required by applicable law, but in no event more than seven days after receipt of payment from the Owner. The Owner has the right to request written evidence from the Design-BUILDER that the Design-BUILDER has properly paid all contracting entities providing services. If the Design-BUILDER fails to furnish such evidence within seven days, the Owner shall have the right to contact the contractor to ascertain whether they have been properly paid. The Owner shall have no obligation to pay or to see to the payment of money to a Contractor, outside of the Design Build Contractor except as may otherwise be required by law.

Design-BUILDER payments to material and equipment suppliers shall be treated in the same manner.

If the Owner does not issue a Certificate for Payment, through no fault of the Design-BUILDER, within the time required by the Design-Build Documents, then the Design-BUILDER may, upon seven additional days' written notice to the Owner, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately.

#### **ARTICLE 16 – PROTECTION OF PERSONS AND PROPERTY AND RISK OF LOSS:**

The Design Build Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. He shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to the following:

1. All employees on the Work and other persons who may be affected thereby.
2. All the Work and all materials and equipment to be incorporated therein.



3. Other property at the site or elsewhere. Contractor shall bear all risk of loss to the work, or materials or equipment for the work due to fire, theft, vandalism, or other casualty or cause, until the work is fully completed and accepted by the Owner. He shall comply with all applicable laws, ordinances, rules, regulations and orders of any public authority having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss. All damage or loss to any property caused in whole or in part by the Contractor, any Sub-Contractor, any Sub-Subcontractor or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable, shall be remedied by the Contractor.

The Design-Builder shall comply with, and give notices required by, applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property, or their protection from damage, injury or loss.

The Design-Builder shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations, and notify owners and users of adjacent sites and utilities of the safeguards and protections.

The Design-Builder shall designate a responsible member of the Design-Builder's organization, at the site, whose duty shall be the prevention of accidents. This person shall be the Design-Builder's superintendent unless otherwise designated by the Design-Builder in writing to the Owner.

The Design-Builder is responsible for compliance with any requirements included in the Design-Build Documents regarding hazardous materials. If the Design-Builder encounters a hazardous material or substance not addressed in the Design-Build Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Design-Builder, the Design-Builder shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner in writing.

Upon receipt of the Design-Builder's written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Design-Builder and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Design-Build Documents, the Owner shall furnish in writing to the Design-Builder the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Design-Builder will promptly reply to the Owner in writing stating whether or not the Design-Builder has reasonable objection to the persons or entities proposed by the Owner. If the Design-Builder has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Design-Builder has no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Design-Builder. By Change Order, the Contract Time shall be extended appropriately and changes to the project to stay within budget shall be mutually agreed upon.



## ARTICLE 17 – INDEMNIFICATION AND INSURANCE:

### Indemnification:

The Contractor shall indemnify and hold harmless the Owner and their respective officers, agents and employees, insurers, and self-insurance pool, from and against all liability, claims and demands, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any way connected with this Contract, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of the Contractor or any Subcontractor of the Contractor, or any officer, employee, representative, or agent of the Contractor or any Subcontractor of the Contractor, or which arise out of any worker's compensation claim of any employee of the Contractor or any Subcontractor of the Contractor.

The Contractor agrees to investigate, handle, respond to, and to provide defense for and defend against, any such liability, claims or demands at the sole expense of the Contractor, or at the option of the Owner, agrees to pay the Owner or reimburse the Owner for defense costs incurred by the Owner in connection with, any such liability, claims or demands. In carrying out any of the provisions of this Contract or in exercising any power or authority thereby, there shall be no personal liability of the Owner or the Owner's Representative, or officials, attorneys, employees and agents thereof.

The Contractor also agrees to bear all other costs and expenses related thereto, including court costs and attorney fees, whether any such liability, claims or demands alleged are groundless, false or fraudulent. The obligation of these provisions shall not extend to any injury, loss or damage which is caused by the act, omission or other fault of the Owner.

### Insurance:

The Contractor agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Contractor pursuant to the requirements of the State of Nebraska. Such insurance shall be in addition to any other insurance requirements imposed by this contract or by Federal law. The Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to State requirements by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

Contractor shall procure and maintain and shall cause any Subcontractor of the Contractor to procure and maintain, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to Owner. All coverages shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the Contractor pursuant to State requirements. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.



1. Worker's Compensation insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of work under this contract. Evidence of qualified self-insured status may be substituted for the Workmen's Compensation requirements of this paragraph.
2. Commercial General Liability insurance with minimum combined single limits of \$1,000,000 each occurrence and \$2,000,000 general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall contain a severability of interests provision.
3. Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than \$1,000,000 combined single limit with respect to each of Contractor's owned, hired and non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision. If the Contractor has no owned automobiles, the requirements of this Paragraph shall be met by each employee of the Contractor providing services to the Owner under this contract.
4. Professional/Contractor Liability insurance with minimum limits of \$1,000,000 each occurrence and \$2,000,000 aggregate.

The policy required by paragraphs (2) and (3) above shall be endorsed to include the Owner and officers and employees thereof, as additional insureds. Every policy required above shall be primary insurance and any insurance carried by the Owner, its officers, or its employees, or carried by or provided through any insurance pool of the Owner, shall be excess and not contributory insurance to that provided by the Contractor. No additional insured endorsement to any policy shall contain any exclusion for bodily injury or property damage arising from completed operations. The Contractor shall be solely responsible for any deductible losses under any policy required above.

The certificate of insurance provided by the Owner shall be completed by the Contractor's insurance agent as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be reviewed and approved by the Owner prior to commencement of the contract. No other form of certificate shall be used. The certificate shall identify this Contract and shall provide that the coverages afforded under the policies shall not be canceled, terminated, or materially changed until at least 30 days prior written notice has been given to the Owner. Any statement of the certificates which describe this 30-day prior written notice as being less than obligatory shall be stricken and initialed by the insurance agent completing the certificates. The completed certificate of insurance shall be sent to the Owner.

Failure on the part of the Contractor to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of contract upon



which Owner may immediately terminate this contract, or at its discretion Owner may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by Owner shall be repaid by Contractor to the Owner upon demand, or the Owner may offset the cost of the premiums against any monies due to Contractor from the Owner.

The Owner reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

The parties hereto understand and agree that the Owner is relying on and does not waive or intend to waive by any provision of this contract, the monetary limitations or any other rights, immunities, and protections provided by Nebraska State Regulations.

The Agreement shall not be executed, and no notice or authorization to proceed shall be given to the Contractor until the Certificates required above, are submitted and approved by the Owner.

#### **ARTICLE 18 – PROPERTY INSURANCE:**

NCDHD will continue to occupy portions of the property during construction and will continue to maintain property insurance for the building located at 422 E Douglas St. O'Neill, NE 68763.

#### **ARTICLE 19 – ACCEPTANCE OF THE WORK:**

The Owner may request to examine a portion of the Work that the Design-Builder has covered to determine if the Work has been performed in accordance with the Design-Build Documents. If such Work is in accordance with the Design-Build Documents, the Owner and Design-Builder shall execute a Change Order to adjust the anticipated Contract Time and materials costs, as appropriate. If such Work is not in accordance with the Design-Build Documents, the costs of uncovering and correcting the Work shall be at the Design-Builder's expense and the Design-Builder shall not be entitled to a change in the Contract Time or Material Expenses.

The Contractor shall correct any Work that fails to conform to the requirements of the Contract Documents where such failure to conform appears during the progress of the Work, and shall remedy any defects due to faulty materials, equipment, or workmanship which appear within a period of one (1) year from the Date of Final Settlement of the Contract or within such longer period of time as may be prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. The provisions of this Article apply to Work done by Subcontractors as well as to Work done by direct employees of the Contractor and are in addition to any other remedies or warranties provided by law.

If the Owner prefers to accept Work that is not in accordance with the requirements of the Design-Build Documents, the Owner may do so instead of requiring its removal and correction, in which case the Labor and Materials will be reduced as appropriate and equitable.

No act of the Owner, either in superintending or directing the Work, or any extension of time for the completion of the Work, shall be regarded as an acceptance of such Work or any part thereof, or of materials used therein, either wholly or in part. Acceptance shall be evidenced only by the



final certificate of the Owner. Before any final certificate shall issue, The Contractor shall execute an affidavit on the certificate that it accepts the same in full payment and settlement of all claims on account of Work done and materials furnished under this Contract, and that all claims for materials provided or labor performed have been paid or set aside in full. No waiver of any breach of this Contract by the Owner or anyone acting on the Owner's behalf shall be held as a waiver of any other subsequent breach thereof.

The Contractor agrees to guarantee all work under this Contract for a period of one (1) year from the date of Final Settlement by the Owner. If any unsatisfactory condition or damage develops within the time of this guaranty due to materials or workmanship that are defective, inferior, or not in accordance with the Contract, as reasonably determined by the Owner, then the Contractor shall, when notified by the Owner, immediately place such guaranteed Work in a condition satisfactory to the Owner.

#### **ARTICLE 20 – CHANGES IN THE WORK:**

Change Order shall be based upon agreement between the Owner and Design-Builder. The Owner may issue a Change Directive without agreement by the Design-Builder consisting of additions, deletions, or modifications.

The cost or credit to the Owner, will be charged in the form of time and materials as agreed upon with the change.

A Change Order is a written instrument signed by the Owner and Design-Builder stating their agreement upon all of the following:

1. The change in the Work;
2. The amount of the adjustment, if any, relating to added time or materials expense.
3. The extent of the adjustment, if any, in the Contract Time and completion timeline.

All such changes in the Work shall be authorized by written Change Order signed by the Owner.

#### **ARTICLE 21 – TERMINATION BY THE CONTRACTOR:**

If the Owner fails to issue a payment for a period of 30 days through no fault of the Contractor, or if the Owner fails to make payment thereon for a period of 30 days from the issuance of payment, the Contractor may, upon 14 days written notice to the Owner, terminate the Contract, provided, however, that the Owner shall first have an opportunity to remit such payment within the 14 day period following written notice.

If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Design-Builder, the Design-Builder may terminate this Agreement by giving not less than 14 days' written notice.

#### **ARTICLE 22 – TERMINATION BY THE OWNER:**



If the Contractor defaults or neglects to carry out the work in accordance with the Contract Documents or fails to perform any provision of the Contract, the Owner may, after 14 days' written notice to the Contractor and without prejudice to any other remedy Owner may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due the Contractor or, at Owner's option, may terminate Contractor's work under the Contract and take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor and may finish the Work by whatever method Owner may deem expedient, and if the unpaid balance of the Contract Sum exceeds the expense of finishing the Work, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the Owner. These rights and remedies are in addition to any right to damages or other rights and remedies allowed by law.

The Owner may terminate the Contract for with or without cause. Reasons for Cause would include but are not limited to if the Design-Builder: (1) fails to submit the Proposal by the date required by this Agreement, or if no date is indicated, within a reasonable time consistent with the date of Substantial Completion; (2) repeatedly refuses or fails to supply an Architect, or enough properly skilled Consultants, Contractors, or workers or proper materials; (3) fails to make payment to Contractors for services, materials or labor in accordance with their respective agreements with the Design-Builder; (4) repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or (5) is otherwise guilty of substantial breach of a provision of the Design-Build Documents.

#### **ARTICLE 23 – PERMITS:**

Contractor shall prepare, obtain and pay for all necessary permits and licenses relative to the Project.

#### **ARTICLE 24 – CONDITIONS OF THE WORK SITE:**

The information and data shown or indicated in the Contract Documents with respect to existing building infrastructure is based upon information and data previously provided to the organization. NCDHD shall not be responsible for the accuracy or completeness of any such information. The Contractor shall be responsible for reviewing and checking all such information and data, locating all underground facilities as shown or indicated in the Contract Documents, coordination of the Work with the owners of such facilities, and the safety and protection of all such underground facilities, and repairing any damage thereto resulting from the Work.

The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the tools, construction equipment, machinery and surplus materials from and about the Project. If the Contractor fails to clean up as provided in the Design-Build Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Design-Builder.

#### **ARTICLE 25 – SAFETY:**



The Design Build Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connections with the Work. The Contractor shall take all reasonable safety precautions and provide all reasonable protection to prevent damage, injury, or loss to all employees and Subcontractors at the work site and all other persons affected by the Work, all materials and equipment in the care and custody of the Contractor or Subcontractor, all Work, and all property at the work site.

### **Emergencies/Injury**

In an emergency affecting safety of persons or property, the Design-Builder shall act, at the Design-Builder's discretion, to prevent threatened damage, injury or loss.

If the Owner or Design-Builder suffers injury or damage to person or property because of an act or omission of the other, or of others for whose acts such party is legally responsible, written notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

### **ARTICLE 26 – SPECIAL/MISCELLANEOUS PROVISIONS:**

Each Party hereto agrees to cooperate in all reasonable respects necessary to consummate the transactions contemplated by this Contract, and from time to time to do such acts and things and execute and deliver such documents and instruments as may reasonably be required in order to implement the transactions contemplated hereby. Each Party hereto agrees to cooperate in the execution of subsequent Addenda, or to re-execute an amended version of this Agreement, in the event that a Party discovers one (1) of the following:

1. A clerical error.
2. A misinterpretation of the law.
3. An error as to form; when such error(s) obviate or hinder the consideration, performance, or enforcement of this Agreement.

This contract is governed by the laws of the State of Nebraska and any action to enforce any of the provisions, obligations or covenants of this contract shall be commenced only in a court of proper jurisdiction in Holt County in Nebraska.

The Contractor shall not assign this contract. The provisions of the contract are binding on the heirs, successors or assignees of the parties.

The rights and remedies available under this contract shall be in addition to any rights and remedies allowed by law.

No failure to enforce any provision of the contract on account of any breach thereof, shall be considered as a waiver of any right to enforce provisions of this contract concerning any subsequent or continuing breach.





If any provision of this Agreement is declared by any court of competent jurisdiction to be invalid for any reason, such invalidity shall not affect the remaining provisions. On the contrary, such remaining provisions shall be fully severable, and this Agreement shall be construed and enforced as if such invalid provisions never had been inserted in this Agreement.

The terms of this agreement shall remain in full force and effect following final payment.

Contractor shall comply with the requirements of the State of Nebraska.

#### **ARTICLE 27 – Concealed or Unknown Conditions:**

If the Design-Builder encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Design-Build Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Design-Build Documents, the Design-Builder shall promptly provide notice to the Owner before conditions are disturbed and in no event later than 21 days after first observance of the conditions. The Owner shall promptly investigate such conditions and, if the Owner determines that they differ materially and cause an increase or decrease in the Design-Builder's cost of, or time required for, performance of any part of the Work, shall recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Owner determines that the conditions at the site are not materially different from those indicated in the Design-Build Documents and that no change in the terms of the Contract is justified, the Owner shall promptly notify the Design-Builder in writing, stating the reasons. If the Design-Builder disputes the Owner's determination or recommendation, the Design-Builder may proceed with a dispute.

#### **ARTICLE 28 – Claims:**

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Design-Builder arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

- **Time Limits on Claims.** The Owner and Design-Builder shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other, arising out of or related to the Contract in accordance with the requirements of the binding dispute resolution method selected in Section 1.3, within the time period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Design-Builder waive all claims and causes of action not commenced in accordance with this Section.
- **Notice of Claims: Prior To Final Payment.** Prior to Final Payment, Claims by either the Owner or Design-Builder must be initiated by written notice to the other party within 21





days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

- **Claims Arising After Final Payment.** After Final Payment, Claims by either the Owner or Design-Builder that have not otherwise been waived must be initiated by prompt written notice to the other party.
- **Continuing Contract Performance.** Pending final resolution of a Claim, except as otherwise agreed in writing, the Design-Builder shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Design-Build Documents.
- **Claims for Additional Cost.** If the Design-Builder intends to make a Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the portion of the Work that relates to the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property.
- **Claims for Additional Time:** If the Design-Builder intends to make a Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Design-Builder's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary. If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.
- **Claims for Consequential Damages:** The Design-Builder and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes
  - Damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
  - Damages incurred by the Design-Builder for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.
- **Initial Decision:** An initial decision shall be required as a condition precedent to mediation of all Claims between the Owner and Design-Builder initiated prior to the date final payment is due, unless 30 days have passed after the Claim has been initiated with no decision having been rendered. Unless otherwise mutually agreed in writing, the Owner shall render the initial decision on Claims.
- **Procedure:**





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- Claims Initiated by the Owner. If the Owner initiates a Claim, the Design-Builder shall provide a written response to Owner within ten days after receipt of the notice. Thereafter, the Owner shall render an initial decision within ten days of receiving the Design-Builder's response: (1) withdrawing the Claim in whole or in part, (2) approving the Claim in whole or in part, or (3) suggesting a compromise.
  - Claims Initiated by the Design-Builder. If the Design-Builder initiates a Claim, the Owner will take one or more of the following actions within ten days after receipt of the notice required under Section 14.1.3.1: (1) request additional supporting data, (2) render an initial decision rejecting the Claim in whole or in part, (3) render an initial decision approving the Claim, (4) suggest a compromise or (5) indicate that it is unable to render an initial decision because the Owner lacks sufficient information to evaluate the merits of the Claim. In evaluating Claims, the Owner may, but shall not be obligated to, consult with or seek information from persons with special knowledge or expertise who may assist the Owner in rendering a decision. The retention of such persons shall be at the Owner's expense. If the Owner requests the Design-Builder to provide a response to a Claim or to furnish additional supporting data, the Design-Builder shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Owner when the response or supporting data will be furnished or (3) advise the Owner that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Owner will either reject or approve the Claim in whole or in part. The Owner's initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) identify any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.
  - Either party may file for mediation of an initial decision at any time. Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.
  - In the event of a Claim against the Design-Builder, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Design-Builder's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy. If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.
- Mediation: Claims, disputes, or other matters in controversy arising out of or related to the Contract, shall be subject to mediation as a condition precedent to binding dispute

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resolution. The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this Section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction.

- **Arbitration:** If the parties have selected arbitration as the method for binding dispute resolution, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded. A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations or statute of repose. For statute of limitations or statute of repose purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction. The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.
- **Consolidation or Joinder:** Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s). Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration,



provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent. The Owner and Design-Builder grant to any person or entity made a party to an arbitration conducted under this Section, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Design-Builder under this Agreement.

## 2 CONTRACT PERFORMANCE

### 2.1 WORK OF THIS CONTRACT

The Contractor, acting as the Design-Builder, shall supervise and direct the Work, using the Design-Builder's best skill and attention. The Design-Builder shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures, and for coordinating all portions of the Work under the Contract, unless the Design-Build Documents give other specific instructions concerning these matters being the responsibility of others.

The Design-Builder shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

### 2.2 LOCATION

The Work shall be undertaken at: North Central District Health Department 422 E Douglas St. O'Neill, NE 68763. Legal Description: Parcel #450021842, 30-29-11W.

### 2.3 PROJECT TEAM

NCDHD identifies the following representative to serve as the Owner's Project Manager. The representative shall have the authority to represent NCDHD and will be the primary point of contact.

Heidi Kuklis  
422 E Douglas St.  
PO Box 191  
O'Neill, NE 68763  
402-336-2406  
[heidi@ncdhd.ne.gov](mailto:heidi@ncdhd.ne.gov)

The Design-Builder identifies the following representative to serve as the Contractor's representative. The representative shall have the authority to represent CS Construction, be the primary point of contact, and uphold the contractor duties outline in Section 4. The contractor intends to use Carhart Lumber as the design consultant for the project. The contractor will remain the primary point of contact for design work. Additionally, should additional

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design/engineering/architectural support be needed, the contractor will be the lead to solicit additional support.

Chris Sobotka  
1120 N 7<sup>th</sup> St.  
O'Neill, NE 68763  
402-340-8807  
[Csobotka32@gmail.com](mailto:Csobotka32@gmail.com)

## 2.4 CONTRUCTION SCHEDULE

The Contractor shall submit a detailed complete construction project schedule to the CE for review and approval within two (2) weeks of receipt of the signed Contract. The schedule shall include proposed construction start and completion dates, when work requires the workforce to move out of the space, as well as all major construction project milestones. Schedule shall include all project work including Subcontractor work.

This schedule shall be agreed upon with the Owner and be agreeable to the grant funding timelines for this project.

## 2.5 PREDESIGN AND CONSTRUCTION CONFERENCES & BENCHMARKS

### Pre-Design Meetings

A predesign conference shall be scheduled before starting design, no later than two weeks after the date of receipt of the signed Contract. It shall be held at the project site. The meeting shall review the current space and needs of the CE within the space.

The predesign conference will include discussion of items necessary for designing the space such as: use of space, desk/office sizes, tech ports and electrical needs and other matters deemed important by the Owner.

Additional meetings should be scheduled, as needed, with the Owner to gain needed insight.

### Preliminary Evaluation

The Design-Builder shall also provide the Owner with recommendations, consistent with the Owner's Criteria, on constructability; availability of materials and labor; time requirements for procurement, installation and construction; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions.

The contractor should propose possible alternative approaches to design and construction of the Project and include the Design-Builder's recommendations, if any, with regard to accelerated or



fast-track scheduling, procurement, or phased construction. The preliminary evaluation shall consider cost information, constructability, and procurement and construction scheduling issues. The preliminary evaluation shall include at a minimum: a preliminary estimate of the Cost of the Work, and, if necessary, recommendations to adjust the Owner's Criteria to conform to the Owner's budget and a preliminary schedule the work could be completed in.

The Owner shall review the Contractor's written report and, if acceptable, provide the Design-Builder with written consent to proceed to the development of the Preliminary Design. If changes need to be made, the owner and contractor will work together to integrate modifications.

### **Preliminary Design**

The contractor will prepare and submit a Preliminary Design to the Owner. The Preliminary Design shall include a report identifying any deviations from the Owner's Criteria agreed upon in the preliminary evaluation. The preliminary design shall include at a minimum: building plans, outline of needed construction materials, and estimates on supplies and labor to complete the plan.

Preliminary Design may include some combination of physical study models, perspective sketches, or digital modeling.

### **Design Builders Proposal**

Upon the Owner's issuance of a written consent to proceed with the Preliminary Design, the Design-Builder contractor shall prepare and submit the Design-Builder's Proposal to the Owner. The Design-Builder's Proposal shall include:

1. A list of the Preliminary Design documents and other information in final form. This includes integrating the Design-Builder's clarifications, assumptions and deviations from the Owner's Criteria, upon which this Proposal is based
2. The proposed Contract Sum, including any compensation methods that will deviate from this contract.
3. The proposed date the Design-Builder shall achieve Substantial Completion, not to be later than 12/31/24

If the Owner and Design-Builder agree on a proposal, the Owner and Design-Builder shall execute the Design-Build Amendment setting forth the terms of their agreement.

### **Pre-Construction Meeting**

A preconstruction conference shall be scheduled after a Design-Build Amendment has been signed but before starting construction. It shall be held at the project site, or other convenient location. The meeting shall review responsibilities and personnel assignments of the Owner, Contractor, and the Consultant.





Authorized representatives of the Owner & Contractor shall attend the preconstruction conference, as will the Contractor's superintendent, major subcontractors, manufacturers, suppliers, and other parties integral to the completion of the Work. All participants shall be familiar with the project and authorized to make decisions for the entities they represent.

The preconstruction conference will include discussion of items necessary for project progress and successful completion, such as: construction scheduling; critical work sequencing; designation of responsible personnel; procedures for processing field decisions and change orders; procedures for processing Applications for Payment; distribution of Contract Documents; submission of Shop Drawings and product data a samples; preparation of record documents; use of the premises; parking availability; office, work, and storage areas; equipment deliveries and priorities; safety and first aid procedures; security; housekeeping; working hours; and other matters deemed important by the Owner.

## 2.6 PROSECUTION OF THE WORK AND COMPLETION DATE

The work to be performed by the Contractor under this Agreement shall officially commence with the date of this Agreement evidenced in the "Affidavit and Execution of Contract" section of this contract. The Contract Time shall be measured from this date of commencement, and the work shall be carried on regularly and uninterruptedly thereafter, with such personnel and by such means as will ensure final completion of the entire Contract on or before the completion date set in the documents. The time of beginning, rate of progress, and time of completion are essential conditions of the Contract.

The Contractor expressly agrees that in undertaking to complete the work within the Contract period fixed in the Contract, they have taken into consideration and made allowances for all delays and hindrances incidental to such work, whether growing out of delays in securing materials or workmen, or otherwise.

Should the Contractor be delayed in the prosecution and completion of the work by a cause beyond his control, Contractor shall have no claim or right of action for damages from the Owner for any such cause or delay unless the cause or delay is the result of active interference by the Owner. The Contractor may be granted an extension of time specified for completion of the work as the Owner may award in writing on account of such delay; provided however, that claim for extension of time is made by the Contractor to the Owner, through the Consultant, in writing, within two weeks from the time when such alleged cause for delay occurred. The Owner reserves the right to withhold granting of any time extensions until the stipulated Contract period is about to expire.

An extension of the Contract period may be granted by the Owner for any of the following reasons:

- a. Additional work resulting from modification of the plan for the project,



- b. Delays caused by the Owner, or
- c. Other reasons beyond the control of the Contractor which in the Owners' judgement would justify such extension.

If adverse weather conditions or other natural phenomenon are the basis for a Claim for additional time, such Claim shall be documented by the Contractor using data substantiating that weather conditions were abnormal for the period of time, based upon National Weather Service records, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

No extension of the Contract period will be allowed for variation between contract quantities and actual quantities which cannot be predetermined, and which amount to less than 25% of the contract quantities.

Due to funding restraints, no more than 25% of the project can be extended.

### **Partial Occupancy or Use**

The Owner may occupy or use any completed or partially completed portion of the Work at any stage, provided such occupancy or use is consented to, by endorsement or otherwise, by the insurer providing property insurance and authorized by public authorities having jurisdiction over the Project. The Owner and Design-Builder should accept in writing the responsibilities assigned to each of them for payments, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of

warranties required by the Design-Build Documents. Consent of the Design-Builder to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Design-Builder. Immediately prior to such partial occupancy or use, the Owner and Design-Builder shall jointly inspect the area to be occupied in order to determine and record the condition of the Work. Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Design-Build Documents

## **2.7 WAIVER OF BREACH**

Either Party may terminate the contract, in whole or in part, if the other Party breaches its duty to perform its obligations under the contract in a timely and proper manner. Termination requires written notice of default and a 30-calendar day cure period (or longer at the non-breaching Party's discretion considering the gravity and nature of the default). Said notice shall be delivered by Certified Mail, Return Receipt Requested, or in person with proof of delivery. Allowing time to cure a failure or breach of contract does not waive the right to immediately terminate the contract for the same or different contract breach which may occur at a different time. In case of default of the Contractor, NCDHD may contract the service from other sources and hold the Contractor responsible for any excess cost occasioned thereby.





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NCDHD's failure to make payment shall not be a breach, and the Contractor shall retain all available statutory remedies and protections.

## 2.8 PROGRESS MEETINGS

After start of on-site construction work, progress meetings shall be scheduled at dates and times agreeable to the Contractor, CE, and representatives of the facility. Meetings shall be held at a minimum biweekly with the options for more frequent meetings. Meetings may be held for purposes of discussion of issues including but not limited to construction progress, work completed since the last meeting, resolving construction problems, schedule, security, need for changes, need for owner feedback, inspection reports, cumulative total of the cost of work relative to the progress of the project, cash flow/ forecast reports, and additional information agreed to by the owner and contractor.

## 3 MATERIALS

### 3.1 MATERIALS – TESTS AND STANDARDS

Samples of materials selected by the Consultant to be tested must be furnished by the Contractor. Tests will be made at no cost to the Contractor. Where not otherwise specified, all materials shall meet the American Standards for Testing of Materials (A.S.T.M.) Standard or tentative specifications for that material. The Contractor, when requested, shall furnish a sample of all material which shall be kept on the job as basis for comparison of material incorporated in the Work.

### 3.2 SUBSTITUTE MATERIAL SPECIFICATIONS

If the Contractor desires to substitute any material for that specified in these project documents, the Contractor shall submit specifications for such substitute material to consultant for approval before bid opening. Such submittals shall be made in time to be received by consultant a minimum of seven working days before the bids due date to allow for examination and notification of action to prospective bidders.

### 3.3 OBOLETE EQUIPMENT

It is important that the Project Manager be protected as much as possible against the discontinuance of the model of equipment to be purchased, and that repair parts, and services of expert factory representatives, be made available if desired. Contractor shall not utilize equipment, materials, or systems that are not currently in production, for which parts cannot be obtained, or that are no longer supported by the manufacturer.



## 4 CONTRACTOR'S OBLIGATIONS

### 4.1 GENERAL

The Contractor shall perform the work as an Independent Contractor pursuant to this Agreement.

The Contractor shall supervise and direct the Work, using Contractor's best skill and attention. The Contractor shall be solely responsible for all construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract.

Unless otherwise specifically noted, the Contractor shall provide and pay for all labor, expertise, materials, freight/delivery equipment, tools, construction equipment and machinery, transportation, and other facilities and services necessary for the proper execution and completion of the Work.

NCDHD will pay for all building utilities. NCDHD has a standard dumpster that is picked up weekly. This dumpster should be leveraged for waste removal when possible.

The Contractor shall at all times enforce strict discipline and good order among its employees and shall not employ on the Work any unfit person or anyone not skilled in the task assigned to them.

The Contractor shall comply with all OSHA and all applicable trade-related rules and regulations.

The Contractor warrants to the CONTRACTING ENTITY that all materials and equipment incorporated in the Work will be new unless otherwise specified, and that all Work will be of good quality, free from faults and defects and in conformance with the Contract Documents. All Work not so conforming to these standards may be considered defective.

The Contractor shall pay all sales, consumer, use and other similar taxes required by law and shall secure all permits, and licenses necessary for the execution of the Work at the Contractor's expense. NCDHD is a tax-exempt entity. Whenever possible, supplies should be billed to NCDHD to leverage this tax benefit.

The Contractor shall give all notices and comply with all laws, statutes, ordinances, rules, regulations, and orders of any public authority bearing on the performance of the Work, and shall notify the CONTRACTING ENTITY if the Drawings, Specifications and Provisions are at variance therewith. Work contrary to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, the Contractor shall assume responsibility for such Work and shall bear the costs attributable to correction.

Neither the Design-Builder nor any Contractor shall be obligated to perform any act which they believe will violate any applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities. If the Design-Builder determines that implementation of any instruction received from the Owner, including those in the Owner's Criteria, would cause a violation of any applicable laws, statutes, ordinances, codes, rules and regulations, or lawful



orders of public authorities, the Design-Builder shall notify the Owner in writing. Upon verification by the Owner that a change to the Owner's Criteria is required to remedy the violation, the Owner and the Design-Builder shall execute a Modification.

The Contractor shall be responsible for the acts and omissions of all Contractor's employees and all Sub-Contractors, their agents and employees and all other persons performing any of the Work under a contract with the Contractor.

When applicable law requires that services be performed by licensed professionals, the Design-Builder shall provide those services through qualified, licensed professionals.

The Contractor shall review, stamp with his approval and submit all samples and shop drawings as directed for approval of the Owner for conformance with the design concept and with the information given in the Contract Documents. The Work shall be in accordance with approved samples and shop drawings.

The Contractor shall review, stamp with his approval and submit all samples and shop drawings as directed for approval of the Contracting Entity for conformance with the design concept and with the information given in the Contract Documents. The Work shall be in accordance with approved samples and shop drawings.

The Contractor continues to be the sole and exclusive owner of any materials, supplies, and overall project until final sign off of the project. The Contractor will be responsible for any liabilities, as defined in the insurance section.

## 4.2 PERMITS, INSPECTIONS, AND FEES

The Subrecipient or Successful Applicant must establish a contract file and monitor the contract to assure that the contract is completed in a satisfactory and timely manner. The contract file must contain:

- Description of method used to select consultants and related documentation;
- Qualification statements, RFP, and proposal(s) received;
- Any documentation used to evaluate respondents, if applicable;
- SAM verification (no active exclusions/debarment);
- Negotiation methods;
- Cost and pricing data;
- Contract for services;
- Records of partial payments and supporting documentation (in financial management files); and
- Contract amendments, if any, and rationale for amendment.

This documentation is intended to align with necessary documentation from the Office of Management & Budget (OMB) circular and the American Rescue Plan Act (ARPA) regulations.



## 4.3 DAVIS-BACON AND RELATED ACTS

The contractor agrees to comply with all provisions of the Davis-Bacon Act as amended (40 U.S.C. 3141-3148). Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. NCDHD will provide the current prevailing wage determination issued by the Department of Labor in attachment 6.4. The decision to award a contract shall be conditioned upon the acceptance of the wage determination.

## 4.4 WARRENTIES

1. The Contractor hereby represents that they have the expertise, knowledge, and experience needed to provide the materials outlined in this time and materials contract.
2. The Contractor agrees to uphold all laws and legal requirements of the state of Nebraska.
3. The Contractor warrants to the Owner that materials and equipment furnished under the Contract will be of good quality and new unless the Design-Build Documents require or permit otherwise. The Design-Builder further warrants that the Work will conform to the requirements of the Design-Build Documents and will be free from defects, except for those inherent in the quality of the Work or otherwise expressly permitted by the Design-Build Documents. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.
3. In addition, the Contractor shall:
  - a. Conform to all material respects with their description and any applicable specification.
  - b. Ensure defect-free material in terms of design, material, and workmanship.
  - c. Be of satisfactory quality according to Contractor standards.

## 4.5 TAX EXEMPTION

NCDHD is a tax-exempt government organization. A tax exemption permit is included as attachment 6.5. Prices for materials should exclude state and local sales tax.

## 4.6 CONFIDENTIALITY



All confidential information that is communicated to or obtained by either of the Parties in connection with the above-mentioned services, shall be held by them in full faith. At no time shall the Parties use any such confidential information obtained through this association, either directly or indirectly, for personal benefit, or disclose or communicate such information to any third-party. This provision shall continue to be effective after the termination of this Contract.

## 5 OWNER OBLIGATIONS

### 5.1 GENERAL

The Owner shall render decisions in a timely manner and in accordance with the Design-Builder's schedule agreed to by the Owner. The Owner shall furnish to the Design-Builder, within 15 days after receipt of a written request, information necessary and relevant for the Design-Builder to evaluate, give notice of or enforce mechanic's lien rights.

The Owner shall promptly obtain easements, zoning variances, and legal authorizations or entitlements regarding site utilization where essential to the execution of the Project. The Owner shall cooperate with the Design-Builder in securing building and other permits, licenses and inspections.

Prior to the execution of the Design-Build Amendment, the Design-Builder Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Design-Build Documents and the Design-Builder's Proposal. Thereafter, the Design-Builder may only request such evidence if (1) the Owner fails to make payments; (2) a change in the Work materially changes the Contract Sum; or (3) the Design-Builder identifies in writing a reasonable concern regarding the Owner's ability to make payment. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Design-Builder.

Visits to the site by the Owner shall not be construed to create an obligation on the part of the Owner to make on-site inspections to check the quality or quantity of the Work. The Owner shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, because these are solely the Design-Builder's rights and responsibilities under the Design-Build Documents.

The Owner shall not be responsible for the Design-Builder's failure to perform the Work in accordance with the requirements of the Design-Build Documents. However, the Owner has the authority to reject Work that does not conform to the Design-Build Documents. The Owner shall have authority to require inspection or testing of the Work, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Owner nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Owner to the Design-Builder.





If the Design-Builder fails to correct Work which is not in accordance with the requirements of the Design-Build Documents or persistently fails to carry out Work in accordance with the Design-Build Documents, the Owner may issue a written order to the Design-Builder to stop the Work.

The Owner may, without cause, order the Design-Builder in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

**This Agreement entered as of the day and year first written above.**

  
\_\_\_\_\_  
Owner Signature

Heidi Kullis - Executive Director  
Owner Printed Name & Title

  
\_\_\_\_\_  
Contractor Signature

Chris Scholka / Owner  
Contractor Printed Name & Title

## 6 ATTACHMENTS

### 6.1 SCOPE OF WORK

The remodel scope entails integrating up to 3 private clinical rooms, a clinic prep space, up to 9 semi-private to private workspaces, a waiting area, and an office resource area. At least two bathrooms will be remodeled to function as handicap-compliant public restrooms; a shower and laundry will also be integrated within the building. The main floor will continue to include a conference room, a staff wellness and break space, and storage.

### 6.2 REQUEST FOR PROPOSALS

June 24<sup>th</sup>, 2024

**Request for Proposals for Design-Build Services for: North Central Public Health Department (“NCDHD”), 422 E Douglas St, PO Box 191, O’Neill NE 68763, for remodel the main floor of current building.**

North Central District Health Department (NCDHD) is soliciting Requests for Proposals from qualified Design-Build firms to provide services for the remodel construction on the main floor of the NCDHD building located in O’Neill, Nebraska. The project must be complete and billed to the department by Dec. 31<sup>st</sup>, 2024.

Currently, the main floor covers approximately 6,200 square feet of office space. The front 3,600 square feet is predominantly open space. The remaining rear office space is currently comprised of a conference room, two offices, two storage closets, two bathrooms, and an open staging area. Onsite review of the property is available by appointment.

The remodel scope entails integrating up to 3 private clinical rooms, a clinic prep space, up to 9 semi-private to private workspaces, a waiting area, and an office resource area. At least two bathrooms will be remodeled to function as handicap-compliant public restrooms; a shower and laundry will also be integrated within the building. The main floor will continue to include a conference room, a staff wellness and break space, and storage.

**Requests for Proposals** should be submitted via confirmed delivery method showing proof of delivery either through traditional delivery systems or via electronic email submission **no later than July 25<sup>th</sup>, 2024**. Please submit the Letter of Interest to: North Central District Health Department, Attn: Heidi, PO Box 191, O’Neill, NE 68763 or email to [heidi@ncdhd.ne.gov](mailto:heidi@ncdhd.ne.gov).

In alignment with the Nebraska Political Subdivisions Construction Alternatives Act *Neb. Rev. Stat. §13-2902*, submittal requirements include:

1. Design-Builder Firm Information:
  - a. Firm name, address, phone and email

PO Box 191 | 422 E Douglas Street | O’Neill, NE 68763  
(402) 336-2406 | [ncdhd.ne.gov](http://ncdhd.ne.gov)



- b. Name of primary point of contact
  - c. Proof of bonding capacity and insurance coverage
2. Design-Builder's Subconsultant(s) Firm Information (If the Design-Builder is a contractor, then list the architectural-engineering team. If the Design-Builder is an Architect or Engineer, then list the General Contractor):
  - a. Firm names, addresses, phone, fax and email addresses
  - b. Name of primary point of contact
  - c. Proof of liability insurance
3. Design-Builder Team and Experience
  - a. Resume of key team members (Project manager, project superintendent, design architect or engineer)
    - i. Name and title
    - ii. Role in project
    - iii. Education
    - iv. Professional registration
    - v. Years of experience
  - b. List of 3 relevant projects on which the Design-Builder provided design and/or construction services like those requested in this RFP. Provide project scope, budget, year completed and form of project delivery (Design-Build, Design-Bid-Build, or Construction Management at Risk). Provide graphics or photos if available. Also, list client references for each of the 3 projects (organization, contact name, address, phone and email)
    - i. If the Design-Builder subcontracts for design or construction services, list 3 relevant projects of the designer or contractor and information requested in paragraph above.
4. Design-Builder's Approach
  - a. Briefly describe the Design-Builder's approach in working with NCDHD to design and build the proposed project.

1.

Questions pertaining to the submission of the Letter of Interest, tours of current space, or project-specific information may be directed to: Heidi Kuklis, Executive Director, North Central District Health Department, PO Box 191 O'Neill, Ne 68763; Phone: 402-336-2406; Email: [heidi@ncdhd.ne.gov](mailto:heidi@ncdhd.ne.gov).

## 6.3 CONTRACTOR RATE SHEET PRIOR TO DESIGN BUILD AMENDMENT

N/A. No charges from Carhartt Lumber or CS Construction for the design as long as the majority of lumber is purchased at Carhartt Lumber.

## 6.4 DAVIS BACON WAGE DETERMINATION RATES

Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026. Information specific to Holt County, Nebraska is available at: <https://sam.gov/wage-determination/NE20240078/4>

## 6.5 NCDHD TAX EXEMPT CERTIFICATE

Copy on file at Carhart Lumbar. Printed copies available upon request.

<b>NEBRASKA</b> <small>Good Life. Great Service.</small> <small>DEPARTMENT OF REVENUE</small>		<b>Nebraska Resale or Exempt Sale Certificate</b> <b>for Sales Tax Exemption</b>		<b>FORM</b> <b>13</b>
<b>Name and Mailing Address of Purchaser</b> Name: <u>NCDHD</u> Legal Name: <u>North Central District Health Dept.</u> Street or Other Mailing Address: <u>422 E. Douglas St. PO Box 191</u> City: <u>O'Neill</u> State: <u>NE</u> Zip Code: <u>68703</u>		<b>Name and Mailing Address of Seller</b> Name: _____ Street or Other Mailing Address: _____ City: _____ State: _____ Zip Code: _____		
<b>Check Type of Certificate</b> <input type="checkbox"/> Single Purchase    If single purchase is checked, enter the related invoice or purchase order number _____ <input type="checkbox"/> Blanket    If blanket is checked, this certificate is valid until revoked in writing by the purchaser.				
I hereby certify that the purchase, lease, or rental by the above purchaser is exempt from the Nebraska sales tax for the following reason: Check One <input type="checkbox"/> Purchase for Resale (Complete Section A.) <input checked="" type="checkbox"/> Exempt Purchase (Complete Section B.) <input type="checkbox"/> Contractor (Complete Section C.)				
<b>Section A—Nebraska Resale Certificate</b> <small>Description of Property or Service Purchased</small>				
I hereby certify that the purchase, lease, or rental of _____ from the seller listed above is exempt from the Nebraska sales tax as a purchase for resale, rental, or lease in the normal course of our business. The property or service will be resold either in the form or condition in which it was purchased, or as an ingredient or component part of other property or service to be resold. I further certify that we are engaged in business as a: <input type="checkbox"/> Wholesaler <input type="checkbox"/> Retailer <input type="checkbox"/> Manufacturer <input type="checkbox"/> Lessor of _____ My Nebraska Sales Tax ID Number is 01-_____ If none, state the reason _____ or Foreign State Sales Tax Number _____ State _____				
<b>Section B—Nebraska Exempt Sale Certificate</b>				
The basis for this exemption is exemption category _____ (See the list of Exemption Categories and corresponding numbers on reverse side). If exemption category 2 or 5 is claimed, enter the following information: Description of Property or Service Purchased _____ Intended Use of Property or Service Purchased _____ If exemption category 3 or 4 is claimed, enter your Nebraska Certificate of Exemption State ID number: <u>05-009050078</u> Do not enter your Federal Employer ID Number. If exemption category 6 is claimed, the seller must enter the following information and sign this form below:				
Description of Items Sold	Date of Seller's Original Purchase	Was tax paid when purchased by seller? <input type="checkbox"/> Yes <input type="checkbox"/> No	Was item depreciable? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Section C—For Contractors Only</b>				
<b>1. Purchase of building materials or fixtures.</b> <input type="checkbox"/> As an Option 1 or Option 3 contractor, I hereby certify that the purchase of building materials and fixtures from the seller listed above are exempt from Nebraska sales tax. My Nebraska Sales or Use Tax ID Number is: _____				
<b>2. Purchases made by an Option 2 contractor under a Purchasing Agent Appointment on behalf of _____ (exempt entity)</b> <input type="checkbox"/> As an Option 2 contractor, I hereby certify that the purchase of building materials and fixtures from the seller listed above is exempt from Nebraska sales tax pursuant to the attached Purchasing Agent Appointment and Delegation of Authority for Sales and Use Tax, Form 17.				
<small>Any purchaser, agent, or other person who completes this certificate for any purchase which is not for resale, lease, or rental in the regular course of the purchaser's business, or is not otherwise exempted from sales and use taxes is subject to a penalty of \$100 or ten times the tax, whichever amount is larger, for each instance of presentation and misuse. With regard to a blanket certificate, this penalty applies to each purchase made during the period the blanket certificate is in effect. Under penalties of law, I declare that I am authorized to sign this certificate, and to the best of my knowledge and belief, it is correct and complete.</small>				
sign here <u>Heidi Kuklis</u> Authorized Signature <u>Heidi Kuklis</u> Authorized Signature Name (please print)		<u>Director</u> Title		<u>4/3/23</u> Date

**Do not send this certificate to the Nebraska Department of Revenue (DOR). Keep it as part of your records.**  
**Sellers cannot accept incomplete certificates.**

The DOR is committed to the fair administration of the Nebraska tax laws. It is unlawful to claim an exemption for purchases of property or services that are subject to tax. Sellers are encouraged to notify the DOR of any unlawful use of this form.  
 revenue.nebraska.gov, 800-742-7474 (NE and IA), 402-471-5729

6-134-1970 Rev. 7-2022  
 Supersedes 6-134-1970 Rev. 3-2018





**Health Department**



**Public Health**  
Prevent. Promote. Protect.



## 6.6 DESIGN BUILD AMENDEMENT, IF EXECUTED

Will be attached as an amendment.



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## Financial Package

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North Central District Health Department  
August 2024



# Balance Sheet

STATEMENT OF NET POSITION (\$)	Aug 2024	Aug 2023	Change
<b>ASSETS</b>			
Cash & Equivalents	1,771,069	1,272,665	498,404
Accounts Receivable	3,243	3,243	0
Other Current Assets	443	0	443
<b>Total Current Assets</b>	<b>1,774,755</b>	<b>1,275,908</b>	<b>498,847</b>
Fixed Assets	383,347	383,347	0
<b>Total Non-Current Assets</b>	<b>383,347</b>	<b>383,347</b>	<b>0</b>
<b>Total Assets</b>	<b>2,158,102</b>	<b>1,659,255</b>	<b>498,847</b>
<b>LIABILITIES</b>			
Accounts Payable	(256)	1,190	(1,447)
Other Current Liabilities	3,038	2,212	826
<b>Total Current Liabilities</b>	<b>2,782</b>	<b>3,402</b>	<b>(621)</b>
<b>Total Non-Current Liabilities</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>2,782</b>	<b>3,402</b>	<b>(621)</b>
<b>NET POSITION</b>			
Net Position - Beginning of Year	1,884,015	1,324,155	559,860
Current Year Change in Net Position	271,305	331,698	(60,393)
<b>Total Net Position</b>	<b>2,155,320</b>	<b>1,655,853</b>	<b>499,468</b>
<b>Total Liabilities &amp; Net Position</b>	<b>2,158,102</b>	<b>1,659,255</b>	<b>498,847</b>

No opinion, conclusion or assurance is provided on these financial statements. All disclosures omitted.

NOTE: Full detail is available upon request. Email Heidi or Sam Singery (ssingery@eidebailly.com)

# Profit & Loss - Current Month vs. Prior Year

STATEMENT OF ACTIVITIES	Aug 2024	Aug 2023
<b>Revenue</b>		
Program Income	\$357,760	\$418,964
Other	\$1,199	\$2,892
Dividend Income	\$4,570	\$0
<b>Total Revenue</b>	<b>\$363,530</b>	<b>\$421,856</b>
<b>Expenses</b>		
Payroll Expenses	\$73,616	\$68,852
Equipment & Maintenance	\$394	\$641
Communications	\$1,585	\$2,645
Contracts & Services	\$8,478	\$21,279
Health Resources & Supplies	\$7,587	\$11,075
Insurance	\$5,803	\$7,085
Office	\$4,395	\$2,049
Travel	\$1,638	\$4,408
Other	\$440	\$7,340
Infrastructure	\$4,189	\$2,237
ERA2	\$4,380	\$0
Rural Schools	\$19,123	\$0
<b>Total Expenses</b>	<b>\$131,628</b>	<b>\$127,612</b>
<b>Operating Income</b>	<b>\$231,901</b>	<b>\$294,245</b>
<b>Other Expenses</b>		
NCCCP Expense	\$151	\$148
<b>Earnings Before Interest &amp; Tax</b>	<b>\$231,750</b>	<b>\$294,097</b>
<b>Change in Net Position</b>	<b>\$231,750</b>	<b>\$294,097</b>

No opinion, conclusion or assurance is provided on these financial statements. All disclosures omitted.



# Profit & Loss - YTD Comparison to Prior Year

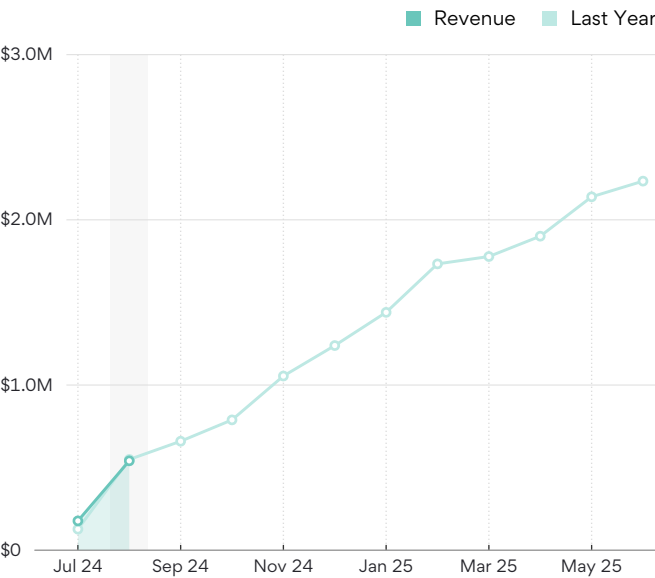
## FY23/24 YTD Comparison to Prior Year

STATEMENT OF ACTIVITIES	2024/2025 (YTD)	YTD last year
<b>Revenue</b>		
Program Income	\$529,695	\$544,370
Other	\$2,303	\$5,029
Dividend Income	\$9,123	\$0
<b>Total Revenue</b>	<b>\$541,120</b>	<b>\$549,399</b>
<b>Expenses</b>		
Payroll Expenses	\$145,556	\$139,452
Equipment & Maintenance	\$1,290	\$1,140
Communications	\$3,310	\$4,806
Contracts & Services	\$23,694	\$32,369
Contracts & Services - Armory	\$0	\$915
Health Resources & Supplies	\$14,530	\$12,119
Insurance	\$5,803	\$7,085
Office	\$10,383	\$5,658
Rent	\$0	\$75
Travel	\$2,466	\$6,261
Other	\$3,614	\$5,217
Capital Expenditures	\$24,027	\$0
Infrastructure	\$6,408	\$2,456
ERA2	\$8,603	\$0
Rural Schools	\$19,981	\$0
<b>Total Expenses</b>	<b>\$269,664</b>	<b>\$217,554</b>
<b>Operating Income</b>	<b>\$271,456</b>	<b>\$331,846</b>
<b>Other Expenses</b>		
NCCCP Expense	\$151	\$148
<b>Earnings Before Interest &amp; Tax</b>	<b>\$271,305</b>	<b>\$331,698</b>
<b>Change in Net Position</b>	<b>\$271,305</b>	<b>\$331,698</b>

No opinion, conclusion or assurance is provided on these financial statements. All disclosures omitted.

# Charts & Graphics

Cumulative Revenue this financial year



Cash on Hand



Revenue breakdown (2024/2025 YTD)

Program Income	\$443,812
General Funds	\$51,004
Infrastructure Funds	\$22,685
Per Capita Funds	\$12,166
Dividend Income	\$9,123
Interest Income	\$2,303
Vaccinations and Immunizations	\$19
Radon Kits	\$9

Top 10 Expenses (2024/2025 YTD)

Wages	\$110,774
Capital Expenditures	\$24,027
Contracts & Services	\$23,694
Rural Schools	\$19,981
18% Benefit / 403 B-7	\$17,577
Health Resources & Supplies	\$12,901
ERA2	\$8,603
Office	\$8,581
Social Security Company	\$7,863
Benefits	\$7,217





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## Financial Package

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North Central District Health Department  
July 2024

# Balance Sheet

STATEMENT OF NET POSITION (\$)	Jul 2024	Jul 2023	Change
<b>ASSETS</b>			
Cash & Equivalents	1,537,659	978,090	559,569
Accounts Receivable	3,243	3,243	0
Other Current Assets	657	0	657
<b>Total Current Assets</b>	<b>1,541,559</b>	<b>981,333</b>	<b>560,226</b>
Fixed Assets	383,347	383,347	0
<b>Total Non-Current Assets</b>	<b>383,347</b>	<b>383,347</b>	<b>0</b>
<b>Total Assets</b>	<b>1,924,906</b>	<b>1,364,680</b>	<b>560,226</b>
<b>LIABILITIES</b>			
Accounts Payable	(308)	712	(1,020)
Other Current Liabilities	1,125	2,212	(1,087)
<b>Total Current Liabilities</b>	<b>817</b>	<b>2,924</b>	<b>(2,107)</b>
<b>Total Non-Current Liabilities</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>817</b>	<b>2,924</b>	<b>(2,107)</b>
<b>NET POSITION</b>			
Net Position - Beginning of Year	1,884,382	1,324,155	560,227
Current Year Change in Net Position	39,707	37,601	2,106
<b>Total Net Position</b>	<b>1,924,089</b>	<b>1,361,756</b>	<b>562,333</b>
<b>Total Liabilities &amp; Net Position</b>	<b>1,924,906</b>	<b>1,364,680</b>	<b>560,226</b>

No opinion, conclusion or assurance is provided on these financial statements. All disclosures omitted.

NOTE: Full detail is available upon request. Email Heidi or Sam Singery (ssingery@eidebailly.com)



# Profit & Loss - Current Month vs. Prior Year

STATEMENT OF ACTIVITIES	Jul 2024	Jul 2023
<b>Revenue</b>		
Program Income	\$171,934	\$125,406
Other	\$1,104	\$2,136
<b>Total Revenue</b>	<b>\$173,039</b>	<b>\$127,543</b>
<b>Expenses</b>		
Payroll Expenses	\$71,940	\$70,600
Equipment & Maintenance	\$896	\$500
Communications	\$1,724	\$2,161
Contracts & Services	\$15,064	\$11,090
Contracts & Services - Armory	\$0	\$915
Health Resources & Supplies	\$6,943	\$1,043
Office	\$5,988	\$3,609
Rent	\$0	\$75
Travel	\$828	\$1,853
Other	\$3,173	(\$2,124)
Capital Expenditures	\$24,027	\$0
Infrastructure	\$2,219	\$219
ERA2	\$4,223	\$0
Rural Schools	\$858	\$0
<b>Total Expenses</b>	<b>\$137,884</b>	<b>\$89,942</b>
<b>Operating Income</b>	<b>\$35,155</b>	<b>\$37,601</b>
<b>Other Income</b>		
Dividend Income	\$4,552	\$0
<b>Earnings Before Interest &amp; Tax</b>	<b>\$39,707</b>	<b>\$37,601</b>
<b>Change in Net Position</b>	<b>\$39,707</b>	<b>\$37,601</b>

No opinion, conclusion or assurance is provided on these financial statements. All disclosures omitted.

# Profit & Loss - YTD Comparison to Prior Year

## FY23/24 YTD Comparison to Prior Year

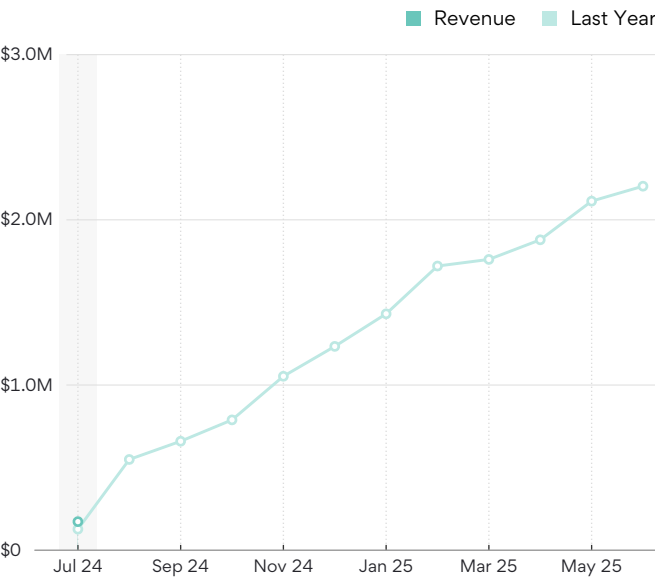
STATEMENT OF ACTIVITIES	2024/2025 (YTD)	YTD last year
<b>Revenue</b>		
Program Income	\$171,934	\$125,406
Other	\$1,104	\$2,136
<b>Total Revenue</b>	<b>\$173,039</b>	<b>\$127,543</b>
<b>Expenses</b>		
Payroll Expenses	\$71,940	\$70,600
Equipment & Maintenance	\$896	\$500
Communications	\$1,724	\$2,161
Contracts & Services	\$15,064	\$11,090
Contracts & Services - Armory	\$0	\$915
Health Resources & Supplies	\$6,943	\$1,043
Office	\$5,988	\$3,609
Rent	\$0	\$75
Travel	\$828	\$1,853
Other	\$3,173	(\$2,124)
Capital Expenditures	\$24,027	\$0
Infrastructure	\$2,219	\$219
ERA2	\$4,223	\$0
Rural Schools	\$858	\$0
<b>Total Expenses</b>	<b>\$137,884</b>	<b>\$89,942</b>
<b>Operating Income</b>	<b>\$35,155</b>	<b>\$37,601</b>
<b>Other Income</b>		
Dividend Income	\$4,552	\$0
<b>Earnings Before Interest &amp; Tax</b>	<b>\$39,707</b>	<b>\$37,601</b>
<b>Change in Net Position</b>	<b>\$39,707</b>	<b>\$37,601</b>

No opinion, conclusion or assurance is provided on these financial statements. All disclosures omitted.

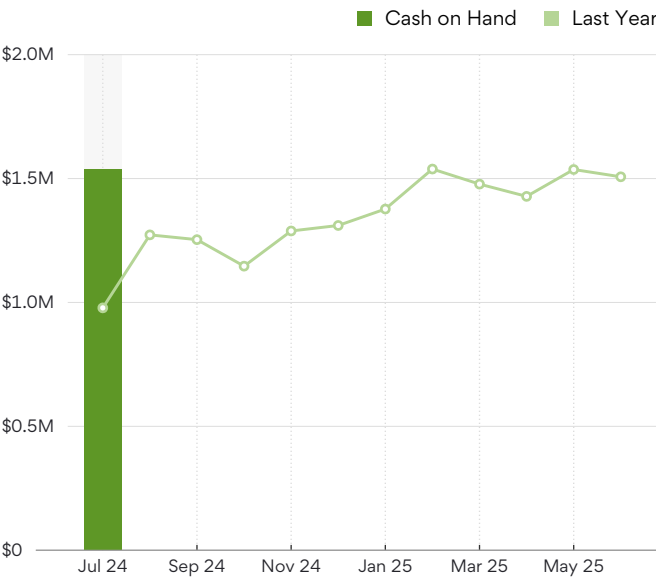


# Charts & Graphics

Cumulative Revenue this financial year



Cash on Hand



Revenue breakdown (2024/2025 YTD)

Program Income	\$128,979
General Funds	\$25,502
Infrastructure Funds	\$11,343
Per Capita Funds	\$6,083
Interest Income	\$1,104
Vaccinations and Immunizations	\$19
Radon Kits	\$9

Top 10 Expenses (2024/2025 YTD)

Wages	\$56,076
Capital Expenditures	\$24,027
Contracts & Services	\$15,064
18% Benefit / 403 B-7	\$8,789
Health Resources & Supplies	\$5,314
Office	\$4,958
ERA2	\$4,223
Social Security Company	\$3,974
Infrastructure	\$2,219
Benefits	\$2,029

# CYBER READY COMMUNITY GAME

## Where:

Northeast Community College

505 East Highway 20, O'Neill, NE

## When:

Thursday, October 31, 2024

1:00 p.m. to 4:00 p.m.

## Audience:

IT and Administration Personnel

## Sectors:

Healthcare, Public Health, Education, Financial Agencies, City and County Government, Utility Providers, Emergency Management and Response, Private Business and Industry

\*\*\*Free event\*\*\*

Registration required!



You have limited resources to invest in cybersecurity. Have you made the right decisions or will your organization and community lose critical services to a cyberattack?



Emergency Management, Local Government, Utilities, Hospitals, Banks and Businesses work to protect essential services.



Through game play, players learn aspects of the National Institute of Standards and Technology's cybersecurity framework.

## FOR MORE INFORMATION:



Melanie Thompson  
Director of Risk Management  
Northeast Community College  
mthomp18@northeast.edu



Danielle Roessler  
Emergency Response Coordinator  
North Central District Health Department  
danielle@ncdhd.ne.gov

To register for this event visit:



<https://forms.office.com/r/RydZN9yv5C>



North Central District Health Department								
Profit and Loss Detail								
August 2024								
DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses								
Income								
4150 Program Income								
08/01/2024	Deposit		Medicare	806 Private Immunizations	POC NETWORK TECHPART D	1000 Bank First Checking	162.37	162.37
08/01/2024	Deposit		Auxiant	803 Flu Immunizations	PAY PLUS TRN*1*524718935*XXXXXX2694\	1000 Bank First Checking	498.27	660.64
08/02/2024	Deposit		BCBS-Nebraska	449 - VFC Covid Funds	BCBSNE TRN*1*51317167*XXXXXX5156\	1000 Bank First Checking	182.67	843.31
08/05/2024	Invoice	47805	Northeast Nebraska Area Agency on Aging	570 - AAA Wellbeing	Title IIID Health Program 2024 March-June 570 Invoice	1200 Accounts Receivable	8,591.47	9,434.78
08/07/2024	Invoice	47803	NALHD- Nebraska Association of Local Health Directors	8000 - Dental Catagories:801 Miles of Smiles:810 HRSA Dental	HRSA Oral Health	1200 Accounts Receivable	48,000.00	57,434.78
08/07/2024	Invoice	47809	Nebraska Department of Health and Human Services	400 Emergency Preparedness	2024 April-June 400 report Subaward#:57283 Y3	1200 Accounts Receivable	24,360.95	81,795.73
08/07/2024	Invoice	47806	Nebraska Department of Health and Human Services	315 Accreditation	Grant #: 69975 Y3 2024 March-June 315 report	1200 Accounts Receivable	10,413.04	92,208.77
08/08/2024	Deposit		Medicare	806 Private Immunizations	POC NETWORK TECHPART D	1000 Bank First Checking	474.20	92,682.97
08/12/2024	Deposit	1321		816 NE Children & Families	reimbursement (double pay of office supplies)	1000 Bank First Checking	63.89	92,746.86
08/12/2024	Deposit	1765089		8000 - Dental Catagories:801 Miles of Smiles	MoS Insurance Disbursements	1000 Bank First Checking	691.42	93,438.28
08/12/2024	Deposit	1767387		8000 - Dental Catagories:801 Miles of Smiles	MoS insurance disbursements	1000 Bank First Checking	24.05	93,462.33
08/12/2024	Invoice	47780	Knox County	8000 - Dental Catagories:801 Miles of Smiles	2024-2025 Miles of Smiles Dental Program for Knox County Youth	1200 Accounts Receivable	2,270.00	95,732.33
08/12/2024	Invoice	47794	Antelope Memorial Hospital*	310 MAPP	25-27 CHA/CHIP	1200 Accounts Receivable	1,838.00	97,570.33
08/12/2024	Invoice	47785	Nebraska Department of Health and Human Services	600 Environmental Health:615 Radon	77388 Y3 FY2023-2024 615 Radon final invoice	1200 Accounts Receivable	5,000.00	102,570.33
08/12/2024	Invoice	47788	Region 4 Behavioral Health	700 Substance Abuse Prevention:731 Knox County Cares Coalition	FY23-24 731 KCC mini grant	1200 Accounts Receivable	250.00	102,820.33
08/13/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754//Uncat//MOS Billing	1000 Bank First Checking	72.15	102,892.48
08/15/2024	Invoice	47807	Nebraska Department of Health and Human Services	895 - Minority Health	Grant #: 78723-Y3 Q2 2024 April-June	1200 Accounts Receivable	5,904.71	108,797.19
08/15/2024	Deposit		BCBS-Nebraska	806 Private Immunizations	BCBSNE TRN*1*51326653*XXXXXX5156V//Uncat//BCBS	1000 Bank First Checking	475.98	109,273.17
08/15/2024	Deposit		United Healthcare	8000 - Dental Catagories:801 Miles of Smiles	PAY PLUS TRN*1*530771054*XXXXXX2694V//Uncat//UHCD	1000 Bank First Checking	211.04	109,484.21
08/15/2024	Invoice	47808	Nebraska Department of Health and Human Services	449 - VFC Covid Funds	2024 April-June 449 COVID IMMZ Subaward 76018 Y3	1200 Accounts Receivable	83,698.77	193,182.98
08/15/2024	Deposit		BCBS-Nebraska	806 Private Immunizations	BCBSNE TRN*1*70487746*XXXXXX5156V//Uncat//BCBS	1000 Bank First Checking	298.88	193,481.86
08/16/2024	Invoice	47790	Nebraska Children and Families Foundation	816 NE Children & Families	Amy Shane's May #816 expenses	1200 Accounts Receivable	6,491.90	199,973.76
08/19/2024	Invoice	47810	Nebraska Department of Health and Human Services	809 VFC	2024 April-June Subaward 74524 Y3 (class 809)	1200 Accounts Receivable	7,326.81	207,300.57
08/19/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754//Uncat//MOS Billing	1000 Bank First Checking	72.15	207,372.72
08/20/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754//Uncat//MOS billing 7/25	1000 Bank First Checking	288.60	207,661.32
08/22/2024	Deposit		Square	8000 - Dental Catagories:801 Miles of Smiles	Square Inc SQ240822 T3F0WBB4BEVD3GH//Uncat//MoS Stanley K Niobarar	1000 Bank First Checking	19.80	207,681.12
08/23/2024	Deposit		United Healthcare	8000 - Dental Catagories:801 Miles of Smiles	PAY PLUS TRN*1*535010024*XXXXXX2694V//Uncat//UHCD	1000 Bank First Checking	445.53	208,126.65
08/23/2024	Invoice	47777	Antelope County	8000 - Dental Catagories:801 Miles of Smiles	2024-2025 Miles of Smiles Dental Program for Antelope County Youth	1200 Accounts Receivable	2,508.00	210,634.65
08/23/2024	Invoice	47696	Region 4 Behavioral Health	700 Substance Abuse Prevention:741 Capacity Development	B08TIO84658 Subaward Q2: 2023 Oct-Dec	1200 Accounts Receivable	15,824.77	226,459.42
08/23/2024	Invoice	47778	Holt County Clerk's Office	8000 - Dental Catagories:801 Miles of Smiles	2024-2025 Miles of Smiles Dental Health Program for Holt County Youth	1200 Accounts Receivable	4,636.00	231,095.42
08/23/2024	Deposit		Square	8000 - Dental Catagories:801 Miles of Smiles	Square Inc SQ240823 T3GEZH1A3RRD0XQ//Uncat//MoS x2 Huck & Lula- CodyKilgore	1000 Bank First Checking	39.60	231,135.02
08/23/2024	Deposit	1776340		8000 - Dental Catagories:801 Miles of Smiles	MoS Insurance Disbursement	1000 Bank First Checking	120.25	231,255.27
08/23/2024	Invoice	47813	Nebraska Children and Families Foundation	816 NE Children & Families	Amy Shane's July 2024 #816 expenses; edited from original 8050.89 due to change in reimbursement from Amy 8/12/24	1200 Accounts Receivable	7,987.00	239,242.27
08/23/2024	Invoice	47776	Pierce County	8000 - Dental Catagories:801 Miles of Smiles	2024-2025 Miles of Smiles Dental Program for Pierce County Youth	1200 Accounts Receivable	3,220.00	242,462.27
08/23/2024	Invoice	47804	Region 4 Behavioral Health	700 Substance Abuse Prevention:741 Capacity Development	Q4 2024 April-June 741 Block Grant Sub award: B08TIO84658	1200 Accounts Receivable	16,504.26	258,966.53
08/23/2024	Invoice	47800	Niobrara Valley Hospital*	310 MAPP	25-27 CHA/CHIP	1200 Accounts Receivable	1,838.00	260,804.53
08/26/2024	Deposit		Square	8000 - Dental Catagories:801 Miles of Smiles	Square Inc SQ240826 T3GC44WDVB09M29//Uncat//MoS Emily K Stuart	1000 Bank First Checking	19.80	260,824.33
08/27/2024	Deposit		Square	600 Environmental Health:615 Radon	Square Inc SQ240827 T383K43R9QA4F08//Uncat//Radon x2	1000 Bank First Checking	25.03	260,849.36
08/27/2024	Deposit		Square	8000 - Dental Catagories:801 Miles of Smiles	Square Inc SQ240827 T3R40CB9KF6G284//Uncat//MoS- Ansley M (Valentine)	1000 Bank First Checking	19.80	260,869.16

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
08/28/2024	Deposit	24-60543965		808 COVID Immunizations	Insurance Disbursement split	1000 Bank First Checking	161.97	261,031.13
08/28/2024	Deposit	1781032		8000 - Dental Catagories:801 Miles of Smiles	MoS Insurance Disbursement	1000 Bank First Checking	649.35	261,680.48
08/28/2024	Deposit	24-60543965		803 Flu Immunizations	Insurance Disbursement split	1000 Bank First Checking	37.54	261,718.02
08/28/2024	Deposit	339358688		806 Private Immunizations	Insurance Disbursement	1000 Bank First Checking	121.93	261,839.95
08/28/2024	Deposit	1777144		8000 - Dental Catagories:801 Miles of Smiles	MoS Insurance Disbursement	1000 Bank First Checking	264.55	262,104.50
08/28/2024	Invoice	47801	West Holt Memorial Hospital*	310 MAPP	25-27 CHA/CHIP	1200 Accounts Receivable	1,838.00	263,942.50
08/29/2024	Invoice	47705	Nebraska Department of Health and Human Services	560 LTC HAI (Long Term Care Hospital Acquired Infections)	Return of Overpayment	1200 Accounts Receivable	-12,795.64	251,146.86
08/29/2024	Invoice	47693	Nebraska Department of Health and Human Services	560 LTC HAI (Long Term Care Hospital Acquired Infections)	GRANT #: 70949 Y3 Quarter 4 (Aug-Oct 2023)	1200 Accounts Receivable	6,895.54	258,042.40
08/29/2024	Invoice	47815	Nebraska Children and Families Foundation	816 NE Children & Families	Amy Shane's July #816 reimbursement expenses	1200 Accounts Receivable	3,329.80	261,372.20
08/29/2024	Deposit		Square	8000 - Dental Catagories:801 Miles of Smiles	Square Inc SQ240829 T39M02WH6SDNB80//Uncat//MoS- Grace S (CodyKilgore)	1000 Bank First Checking	19.80	261,392.00
08/29/2024	Deposit		Ambetter	806 Private Immunizations	NE AMBETTER CLAITRN*1*XXXXXX1614*XXXXXX4593V//Uncat//AMBETTER	1000 Bank First Checking	141.50	261,533.50
08/29/2024	Deposit		BCBS-Nebraska	806 Private Immunizations	BCBSNE TRN*1*51337388*XXXXXX5156V//Uncat//BCBS	1000 Bank First Checking	173.56	261,707.06
08/29/2024	Invoice	47753	Nebraska Department of Health and Human Services	443 - ARPA	Subaward: 72115 Y3 Quarter 2 (2023 Dec-2024 March) 443 report invoice	1200 Accounts Receivable	33,810.67	295,517.73
08/29/2024	Invoice	47705	Nebraska Department of Health and Human Services	560 LTC HAI (Long Term Care Hospital Acquired Infections)	GRANT #: 70949 Y3 2023 NOV-2024 JAN	1200 Accounts Receivable	19,314.87	314,832.60
Total for 4150 Program Income							\$314,832.60	
4160 Nebraska DHHS Funding								
4160.05 Infrastructure Funds								
08/01/2024	Deposit		Nebraska HHSS	200 Infrastructure	STATE OF NE ST PAYMENT 030418895	1000 Bank First Checking	11,342.59	11,342.59
Total for 4160.05 Infrastructure Funds							\$11,342.59	
4160.06 Per Capita Funds								
08/01/2024	Deposit		Nebraska HHSS	300 Per Capita	STATE OF NE ST PAYMENT 030418895	1000 Bank First Checking	6,083.03	6,083.03
Total for 4160.06 Per Capita Funds							\$6,083.03	
4160.07 General Funds								
08/01/2024	Deposit		Nebraska HHSS	650 Disease & Epi	STATE OF NE ST PAYMENT 030418895	1000 Bank First Checking	25,502.00	25,502.00
Total for 4160.07 General Funds							\$25,502.00	
Total for 4160 Nebraska DHHS Funding							\$42,927.62	
Total for 4150 Program Income with sub-accounts							\$357,760.22	
4200 Interest Income								
08/30/2024	Deposit	INTEREST		200 Infrastructure		1003 Money Market	808.01	808.01
08/30/2024	Deposit		Bank First Checking	200 Infrastructure	INTEREST	1000 Bank First Checking	390.98	1,198.99
Total for 4200 Interest Income							\$1,198.99	
7500 Dividend Income								
08/31/2024	Journal Entry	BILL 09-09-25 AP rQ^Y		200 Infrastructure	NPait Activity - AUGUST	-Split-	4,570.30	4,570.30
Total for 7500 Dividend Income							\$4,570.30	
Total for Income							\$363,529.51	



DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Expenses								
6001 Bank Service Charges								
08/30/2024	Expense		Bank First	100 Indirect Cost Reimbursement	BUSINESS ONLINE FEE	1000 Bank First Checking	24.95	24.95
Total for 6001 Bank Service Charges							\$24.95	
6020 Communications								
6021 Media Advertising								
08/02/2024	Expense	E31146F03BB035D4D059E	Canva	850 Ped MH	Charissa Sladek   Canva   NCDHD Staff   Business cards for Credible Minds- Cherry Cty	2300 Divvy Credit Card	36.00	36.00
08/12/2024	Expense	1EA43AA3798C272E30EF4	Facebook	449 - VFC Covid Funds	Jennifer Booker   Facebook   NCDHD Staff   Facebook/Social Media post Boost for Car Seat/Vaccine Clinic in Niobrara, July 21-30	2300 Divvy Credit Card	20.00	56.00
08/13/2024	Bill	7/31/2024	Ainsworth Star Journal	449 - VFC Covid Funds	Immz clinic	2000 Accounts Payable	78.20	134.20
08/13/2024	Bill	76299	Pitzer Digital, LLC	443 - ARPA	RFP bldg project- Public Notice	2000 Accounts Payable	43.77	177.97
08/15/2024	Bill	0340411	O'Neill Shopper	449 - VFC Covid Funds	NCDHD Advertising- Vaccine Clinic	2000 Accounts Payable	141.38	319.35
08/15/2024	Bill	07/31/2024	Norfolk Area Shopper	449 - VFC Covid Funds	Immunization Clinics	2000 Accounts Payable	89.60	408.95
08/15/2024	Bill	07/31/2024	ColdType Publishing	443 - ARPA	RFP bdg project - public notice	2000 Accounts Payable	32.92	441.87
08/15/2024	Bill	7/31/2024	KBRB	443 - ARPA	Bldg project LOI- public notice	2000 Accounts Payable	180.00	621.87
08/20/2024	Bill	999-00432-0001	KBRX Radio	443 - ARPA	RFP	2000 Accounts Payable	288.00	909.87
08/20/2024	Bill	999-00432-0001	KBRX Radio	100 Indirect Cost Reimbursement	mtg notice	2000 Accounts Payable	7.50	917.37
08/27/2024	Bill	005	O'Neill High School c/o Eagle Eye Broadcasting	850 Ped MH	Toilet Times YEARLY Sponsor	2000 Accounts Payable	200.00	1,117.37
08/28/2024	Expense	61C040A650EE1AC46441B	Canva	850 Ped MH	Charissa Sladek   Canva   NCDHD Staff   Credible Minds business cards- Neligh Clinic	2300 Divvy Credit Card	36.00	1,153.37
Total for 6021 Media Advertising							\$1,153.37	
6022 Postage								
08/15/2024	Bill	Q1450042	Quadient Leasing USA, Inc.	100 Indirect Cost Reimbursement	lease on postage machine	2000 Accounts Payable	396.00	396.00
Total for 6022 Postage							\$396.00	
6024 Publications & Marketing								
08/09/2024	Expense	500C18D768A0CDFDD1686	Canva	850 Ped MH	Charissa Sladek   Canva   NCDHD Staff   Credible Minds biz cards for West Holt Med	2300 Divvy Credit Card	36.00	36.00
Total for 6024 Publications & Marketing							\$36.00	
Total for 6020 Communications							\$1,585.37	
6030 Contracts & Services								
08/01/2024	Bill	629888	Clearly	100 Indirect Cost Reimbursement	Phone services	2000 Accounts Payable	356.64	356.64
08/02/2024	Bill	EI01718483	Eide Bailly LLP	100 Indirect Cost Reimbursement	June accounting services	2000 Accounts Payable	4,500.00	4,856.64
08/06/2024	Bill	2024	Bill.com	100 Indirect Cost Reimbursement	monthly subscription fee	2000 Accounts Payable	154.20	5,010.84
08/09/2024	Bill	11625	Patagonia Health Inc	809 VFC	Patagonia Health breakdown- 70% to 809	2000 Accounts Payable	546.35	5,557.19
08/09/2024	Expense	0EA8024896691D30E034F	US POSTAL SERVICE	100 Indirect Cost Reimbursement	Charissa Sladek   US Postal Service   NCDHD Staff   Annual Post Office Box fee	2300 Divvy Credit Card	188.00	5,745.19
08/09/2024	Bill	11625	Patagonia Health Inc	449 - VFC Covid Funds	Patagonia Health breakdown- 30% to 449	2000 Accounts Payable	234.15	5,979.34
08/18/2024	Bill	24M-0105326	Inovalon Provider, Inc.	449 - VFC Covid Funds	monthly services	2000 Accounts Payable	1,313.88	7,293.22
08/19/2024	Bill	700223285	LUMEN Level 3 Communications', LLC	100 Indirect Cost Reimbursement	Internet Service	2000 Accounts Payable	1,184.78	8,478.00
Total for 6030 Contracts & Services							\$8,478.00	
6031 Dues and Subscriptions								
08/02/2024	Expense	A9F005F4E000AA077B6FE	TIMESHEETS	100 Indirect Cost Reimbursement	Elizabeth Parks   Timesheets   NCDHD Staff   Monthly time log for data/audits	2300 Divvy Credit Card	132.00	132.00
08/02/2024	Expense	DB10853D8A2877756DC7D	LEE OMAHA WORLD HERALD	100 Indirect Cost Reimbursement	Heidi Kuklis   Lee Omaha World Herald   NCDHD   Annual Omaha World Herald subscription	2300 Divvy Credit Card	72.02	204.02
08/10/2024	Expense	E7B0CC894FDE45E42B244	MAILCHIMP	100 Indirect Cost Reimbursement	Charissa Sladek   Mailchimp   NCDHD Staff   monthly recurring fee	2300 Divvy Credit Card	39.25	243.27
Total for 6031 Dues and Subscriptions							\$243.27	
6032 Health Resources & Supplies								
08/20/2024	Bill	3510	Elkhorn Logan Valley Public Health Depart	806 Private Immunizations	1 dose of Ipol vaccine	2000 Accounts Payable	42.64	42.64
08/28/2024	Bill	8254371943	GlaxoSmithKline	806 Private Immunizations	Shirngrix & Boostrix vaccines	2000	7,544.57	7,587.21

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						Accounts Payable		
Total for 6032 Health Resources & Supplies							\$7,587.21	
6034 Fees								
08/14/2024	Expense	751B26FBC12B2F8554449	FEE	100 Indirect Cost Reimbursement	Heidi Kuklis   Fee   NCDHD   Processing fee- re registration of truck after lease buyout	2300 Divvy Credit Card	2.00	2.00
08/14/2024	Expense	0C3225A42904FFEDE895E	NE MOTOR VEHICLE	100 Indirect Cost Reimbursement	Heidi Kuklis   Ne Motor Vehicle   NCDHD   Re-registration of truck after lease buyout	2300 Divvy Credit Card	10.00	12.00
Total for 6034 Fees							\$12.00	
6035 Building Maintenance								
08/09/2024	Bill	692243	Gena Bills	100 Indirect Cost Reimbursement	July 2024 Cleaning service	2000 Accounts Payable	393.75	393.75
Total for 6035 Building Maintenance							\$393.75	
6050 Cost Allocation								
6050.01 Cost Allocation								
08/31/2024	Journal Entry	Monthly Cost Alloc		700 Substance Abuse Prevention:741 Capacity Development	Monthly Cost Alloc	-Split-	2,696.75	2,696.75
08/31/2024	Journal Entry	Monthly Cost Alloc		700 Substance Abuse Prevention:745 DFC	Monthly Cost Alloc	-Split-	3,966.59	6,663.34
08/31/2024	Journal Entry	Monthly Cost Alloc		100 Indirect Cost Reimbursement	Monthly Cost Alloc	-Split-	-	-
08/31/2024	Journal Entry	Monthly Cost Alloc		438 Mpox	Monthly Cost Alloc	-Split-	42,958.15	36,294.81
08/31/2024	Journal Entry	Monthly Cost Alloc		443 - ARPA	Monthly Cost Alloc	-Split-	264.12	-
08/31/2024	Journal Entry	Monthly Cost Alloc		449 - VFC Covid Funds	Monthly Cost Alloc	-Split-	5,143.40	36,030.69
08/31/2024	Journal Entry	Monthly Cost Alloc		570 - AAA Wellbeing	Monthly Cost Alloc	-Split-	9,003.85	-
08/31/2024	Journal Entry	Monthly Cost Alloc		600 Environmental Health:620 West Nile Virus	Monthly Cost Alloc	-Split-	21,883.44	-
08/31/2024	Journal Entry	Monthly Cost Alloc		611 -LEAD	Monthly Cost Alloc	-Split-	1,028.68	20,854.76
08/31/2024	Journal Entry	Monthly Cost Alloc		821 NTC	Monthly Cost Alloc	-Split-	1,396.86	-
08/31/2024	Journal Entry	Monthly Cost Alloc		630 Local Environmental	Monthly Cost Alloc	-Split-	78.69	19,457.90
08/31/2024	Journal Entry	Monthly Cost Alloc		650 Disease & Epi	Monthly Cost Alloc	-Split-	1,285.85	-
08/31/2024	Journal Entry	Monthly Cost Alloc		818 NE Homeless Education	Monthly Cost Alloc	-Split-	3,746.54	18,093.36
08/31/2024	Journal Entry	Monthly Cost Alloc		315 Accreditation	Monthly Cost Alloc	-Split-	2,701.73	-
08/31/2024	Journal Entry	Monthly Cost Alloc		400 Emergency Preparedness	Monthly Cost Alloc	-Split-	11,645.09	-
08/31/2024	Journal Entry	Monthly Cost Alloc		895 - Minority Health	Monthly Cost Alloc	-Split-	200.32	-
08/31/2024	Journal Entry	Monthly Cost Alloc		850 Ped MH	Monthly Cost Alloc	-Split-	1,438.55	-
08/31/2024	Journal Entry	Monthly Cost Alloc		8000 - Dental Catagories:801 Miles of Smiles:810 HRSA Dental	Monthly Cost Alloc	-Split-	10,006.22	-
08/31/2024	Journal Entry	Monthly Cost Alloc				-Split-	3,808.49	-6,197.73
08/31/2024	Journal Entry	Monthly Cost Alloc				-Split-	1,028.68	-5,169.05
08/31/2024	Journal Entry	Monthly Cost Alloc				-Split-	1,059.79	-4,109.26
08/31/2024	Journal Entry	Monthly Cost Alloc				-Split-	4,109.26	0.00
Total for 6050.01 Cost Allocation							\$0.00	
Total for 6050 Cost Allocation							\$0.00	
6055 Insurance								
08/02/2024	Bill	07/22/2024-auto	Auto-Owners Insurance	100 Indirect Cost Reimbursement	auto- quarterly payment #007335294	2000 Accounts Payable	993.65	993.65
08/02/2024	Bill	07/22/2024tprotection	Auto-Owners Insurance	100 Indirect Cost Reimbursement	tailored protection- quarterly payment # 008239521	2000 Accounts Payable	4,340.25	5,333.90
08/02/2024	Bill	07/22/2024- w.comp	Auto-Owners Insurance	100 Indirect Cost Reimbursement	workers comp- quarterly payment # 010299806	2000 Accounts Payable	469.00	5,802.90
Total for 6055 Insurance							\$5,802.90	

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
6070 Office								
08/02/2024	Bill	0117929	Seven Springs	100 Indirect Cost Reimbursement	Water cooler	2000 Accounts Payable	136.00	136.00
08/08/2024	Bill	155939	PrecisionIT	449 - VFC Covid Funds	mounting bracket for Reach display	2000 Accounts Payable	20.00	156.00
08/08/2024	Bill	312671-00	One Office Solution	100 Indirect Cost Reimbursement	Copier contract and fees	2000 Accounts Payable	308.27	464.27
08/12/2024	Bill	156194	PrecisionIT	100 Indirect Cost Reimbursement	barracuda backup	2000 Accounts Payable	179.00	643.27
08/12/2024	Bill	156540	PrecisionIT	100 Indirect Cost Reimbursement	microsoft	2000 Accounts Payable	292.80	936.07
08/12/2024	Bill	156113	PrecisionIT	100 Indirect Cost Reimbursement	security training	2000 Accounts Payable	50.40	986.47
08/12/2024	Bill	156271	PrecisionIT	100 Indirect Cost Reimbursement	security training	2000 Accounts Payable	1,540.00	2,526.47
08/19/2024	Bill	287298478120X08112024	AT&T Mobility	100 Indirect Cost Reimbursement	hot spots acct # *****8120	2000 Accounts Payable	280.28	2,806.75
08/20/2024	Bill	08/12/2024	St. Mary's Catholic School	200 Infrastructure:201 - Workforce Development	purchase of used Tower Garden	2000 Accounts Payable	250.00	3,056.75
08/22/2024	Expense	973038C9ECEB89AF442EB	TORPINS RODEO MARKET	100 Indirect Cost Reimbursement	Charissa Sladek   Torpins Rodeo Market   NCDHD Staff   coffee filters (upstairs & downstairs)	2300 Divvy Credit Card	3.75	3,060.50
08/24/2024	Expense	345DD14DD3FC1CA53C3A4	Quill	100 Indirect Cost Reimbursement	Charissa Sladek   Quill   NCDHD Staff   needed office supplies	2300 Divvy Credit Card	93.26	3,153.76
08/27/2024	Bill	37163906	GreatAmerica Financial Svcs.	100 Indirect Cost Reimbursement	copier contract/services	2000 Accounts Payable	394.61	3,548.37
Total for 6070 Office							\$3,548.37	
6073 Consumable Supplies								
08/28/2024	Expense	6DD1156A58D5546D6A559	JIM BEAN COFFEE LL	100 Indirect Cost Reimbursement	Heidi Kuklis   Jim Bean Coffee LI   NCDHD   coffee for staff	2300 Divvy Credit Card	125.00	125.00
08/30/2024	Expense	2D541C77B1ACFFC7C8262	Christian Planner	100 Indirect Cost Reimbursement	Whitney Abbott   Christian Planner   NCDHD Staff   2025 Planner for WA	2300 Divvy Credit Card	49.18	174.18
Total for 6073 Consumable Supplies							\$174.18	
6076 Utilities								
08/10/2024	Bill	8/10/24	City of O'Neill	100 Indirect Cost Reimbursement	utilities bill for NCDHD	2000 Accounts Payable	122.02	122.02
08/12/2024	Bill	7/22/24	Nebraska Public Power District	100 Indirect Cost Reimbursement	NPPD for NCDHD # 211010086559	2000 Accounts Payable	472.24	594.26
08/27/2024	Bill	9795	Black Hills Energy	100 Indirect Cost Reimbursement	gas bill on behalf of NCDHD Acct# *****9090	2000 Accounts Payable	3.32	597.58
Total for 6076 Utilities							\$597.58	
Total for 6070 Office with sub-accounts							\$4,320.13	
6082 Rent								
08/01/2024	Bill	2024-08-01	No. 1 Storage	100 Indirect Cost Reimbursement	storage rental	2000 Accounts Payable	75.00	75.00
Total for 6082 Rent							\$75.00	
6090 Travel								
08/13/2024	Bill	164398	Amy Latzel	630 Local Environmental	per diem AL- NEHA 2024 Annual Conf	2000 Accounts Payable	320.00	320.00
Total for 6090 Travel							\$320.00	
6091 Department Vehicle								
6091.01 Fuel								
08/20/2024	Bill	7/31/2024	Gokie Oil Co, INC.	100 Indirect Cost Reimbursement	Automobile refuel	2000 Accounts Payable	294.24	294.24
Total for 6091.01 Fuel							\$294.24	
6091.03 Repairs and Maintenance								
08/02/2024	Bill	7/11/2024	Connot Tire	100 Indirect Cost Reimbursement	dodge van oil chnage	2000 Accounts Payable	73.44	73.44
08/02/2024	Bill	7/11/2024	Connot Tire	100 Indirect Cost Reimbursement	Pacifica- oil changes	2000 Accounts Payable	104.86	178.30
Total for 6091.03 Repairs and Maintenance							\$178.30	
Total for 6091 Department Vehicle							\$472.54	
6092 Personal Mileage								
08/15/2024	Bill	08/09/2024	Carol Plate	100 Indirect Cost Reimbursement	BoH travel reimbursement	2000 Accounts Payable	85.76	85.76
08/15/2024	Bill	8/9/24	Lon Knieval	100 Indirect Cost Reimbursement	BoH meeting travel reimbursement	2000 Accounts Payable	76.38	162.14
08/15/2024	Bill	8/9/24	Kevin Mackeprang	100 Indirect Cost Reimbursement	BoH meeting travel reimbursement	2000 Accounts Payable	80.40	242.54
08/15/2024	Bill	8/9/24	Henes, Jean	100 Indirect Cost	BoH meeting travel reimbursement	2000	52.26	294.80



DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
				Reimbursement		Accounts Payable		
08/15/2024	Bill	8/9/24	Wade Hollenbeck	100 Indirect Cost Reimbursement	BoH meeting travel reimbursement	2000 Accounts Payable	65.66	360.46
08/15/2024	Bill	08/09/2024	Douglas Fox	100 Indirect Cost Reimbursement	BoH travel reimbursement	2000 Accounts Payable	65.66	426.12
08/15/2024	Bill	8/9/24	Dennis Bauer	100 Indirect Cost Reimbursement	BoH meeting travel reimbursement	2000 Accounts Payable	85.76	511.88
Total for 6092 Personal Mileage							\$511.88	
6093 Meeting & Conference								
6093.01 Lodging								
08/25/2024	Expense	8BD3679FCCCA9F326BD6F	COURTYARD BY MARRIOTT	100 Indirect Cost Reimbursement	Heidi Kuklis   Courtyard by Marriott   NCDHD   Hotel 21c/core team at NALHD	2300 Divvy Credit Card	107.00	107.00
08/26/2024	Expense	D889F1884736AED6D6C7E	NEW VICTORIAN INN & SU	400 Emergency Preparedness	Danielle Roessler   New Victorian Inn & Su   NCDHD Staff   hotel for Advanced Planning Concepts: Developing Incident Action Plans	2300 Divvy Credit Card	215.04	322.04
Total for 6093.01 Lodging							\$322.04	
6093.04 Parking								
08/25/2024	Expense	40445D39AB5C761BC63EF	EXPRESS HAYMARKET	100 Indirect Cost Reimbursement	Heidi Kuklis   Express Haymarket   NCDHD   Parking at 21C / NALHD core mission team meeting	2300 Divvy Credit Card	11.25	11.25
Total for 6093.04 Parking							\$11.25	
Total for 6093 Meeting & Conference							\$333.29	
Total for 6090 Travel with sub-accounts							\$1,637.71	
6100 Infrastructure								
08/02/2024	Bill	7/22/24	Holt Boyd Community Connections Collaborative	816 NE Children & Families	taco bar reimbursement for Holt/Boyd CCC annual meeting	2000 Accounts Payable	800.00	800.00
08/02/2024	Bill	7-26-24	Nebraska Public Power District	816 NE Children & Families	NPPD for Debra B Acct #*****1335	2000 Accounts Payable	294.35	1,094.35
08/02/2024	Bill	56163	Canyon Run Properties	816 NE Children & Families	rent for Desiree H @305 Church St	2000 Accounts Payable	600.00	1,694.35
08/13/2024	Bill	100	Kasey Hoffman	816 NE Children & Families	Interpretation for USDA migrant event	2000 Accounts Payable	300.00	1,994.35
08/13/2024	Bill	08/07/2024	Shamrock Management & Real Estate	816 NE Children & Families	rent on behalf of Nora A.-130 W Everett O'Neill	2000 Accounts Payable	825.00	2,819.35
08/13/2024	Bill	32212000	City of O'Neill	816 NE Children & Families	water bill for Dawn J on behalf of Nora A @130 W Everett	2000 Accounts Payable	93.12	2,912.47
08/13/2024	Bill	6617495855	Black Hills Energy	816 NE Children & Families	gas bill on behalf of Dawn J for Nora A- Acct #*****5855	2000 Accounts Payable	104.00	3,016.47
08/15/2024	Bill	8-12-24	Amy Shane	816 NE Children & Families	Annual Zoom account renewal- reimbursement	2000 Accounts Payable	171.09	3,187.56
08/19/2024	Bill	08/19/2024	Verizon	816 NE Children & Families	T Peed cell phone reimbursement	2000 Accounts Payable	217.14	3,404.70
08/19/2024	Bill	128838	Great Plains Communications	816 NE Children & Families	payment for acct #**8838 for T.P. @ page	2000 Accounts Payable	91.78	3,496.48
08/20/2024	Bill	8278	Village of Page	816 NE Children & Families	utiliites- Invoice #8278 for T.P.	2000 Accounts Payable	247.26	3,743.74
08/20/2024	Bill	8-9-24	Atkinson Chamber of Commerce	816 NE Children & Families	partnership for advertising and support	2000 Accounts Payable	150.00	3,893.74
08/20/2024	Bill	24005379	Holt County Treasurer	816 NE Children & Families	2nd half- T.P. @206 E Main Page	2000 Accounts Payable	176.58	4,070.32
08/20/2024	Bill	1701887-001	North Central Public Power District	816 NE Children & Families	electricity on behalf of T.P @ Page; Member#1701887-001	2000 Accounts Payable	118.27	4,188.59
Total for 6100 Infrastructure							\$4,188.59	

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
6101 Rural Schools								
08/02/2024	Bill	7-26-24	Amy Shane	816 NE Children & Families	reimbursement for supplies	2000 Accounts Payable	35.00	35.00
08/13/2024	Bill	2531	Amy Shane	816 NE Children & Families	reimbursement of expenses for Youth & Fam Thrive Conf.	2000 Accounts Payable	9,292.11	9,327.11
08/13/2024	Bill	100	HCWN Attention Cheryl Montgomery	816 NE Children & Families	speaker fee	2000 Accounts Payable	500.00	9,827.11
08/13/2024	Bill	1320	Above The Garage Studios Web Design & Photography	816 NE Children & Families	email charge for coordinator and navigator emails- 1 yr	2000 Accounts Payable	191.76	10,018.87
08/15/2024	Bill	8-12-24-3	Amy Shane	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	211.83	10,230.70
08/15/2024	Bill	8-12-24-2	Amy Shane	816 NE Children & Families	reimbursement for laptop	2000 Accounts Payable	1,390.99	11,621.69
08/15/2024	Bill	8-7-24	Amy Shane	816 NE Children & Families	reimbursement for laptop for Brain Builders childcare in Stuart	2000 Accounts Payable	1,390.99	13,012.68
08/20/2024	Bill	8-12-24	Tonya Hytrek	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	576.41	13,589.09
08/20/2024	Bill	8-9.24	Sandhills Ties	816 NE Children & Families	advertising for emergency food pantry- Chambers	2000 Accounts Payable	50.00	13,639.09
08/20/2024	Bill	8-12-24	Ashlie Wright	816 NE Children & Families	stipend for Youth & Families Thrive training & mileage	2000 Accounts Payable	651.08	14,290.17
08/20/2024	Bill	8-12-24	Paulina López Cobos	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	300.00	14,590.17
08/20/2024	Bill	8.12.24	Kylee McManigal	816 NE Children & Families	stipend & mileage for Youth & Families Thrive training	2000 Accounts Payable	551.52	15,141.69
08/20/2024	Bill	8-12-24	Stacy Vandersnick	816 NE Children & Families	stipend for Youth & Families Thrive training & mileage	2000 Accounts Payable	558.07	15,699.76
08/20/2024	Bill	8-12-24	Heather Larsen	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	300.00	15,999.76
08/20/2024	Bill	8-12-24	Kylie Coyle	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	577.72	16,577.48
08/20/2024	Bill	8.12.24	Judy Dvorak	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	300.00	16,877.48
08/20/2024	Bill	8-12-24	Jennifer Steinhauser	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	300.00	17,177.48
08/20/2024	Bill	8-12.24	Michelle Bernhardt	816 NE Children & Families	stipend & mileage for Youth & Families Thrive training	2000 Accounts Payable	605.23	17,782.71
08/20/2024	Bill	8.12.24	Jennifer Schuett	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	300.00	18,082.71
08/20/2024	Bill	8-12-24	Tanya Schroder	816 NE Children & Families	stipend for Youth & Families Thrive training	2000 Accounts Payable	300.00	18,382.71
08/20/2024	Bill	8-12-24-2	Tonya Hytrek	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	40.00	18,422.71
08/20/2024	Bill	8-12-24-2	Michelle Bernhardt	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	11.47	18,434.18
08/20/2024	Bill	8.12.24-2	Kylie Coyle	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	44.87	18,479.05
08/20/2024	Bill	8-12-24-2	Kylee McManigal	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	23.94	18,502.99
08/20/2024	Bill	8-12-24-2	Paulina López Cobos	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	25.58	18,528.57
08/20/2024	Bill	8-12-24-2	Stacy Vandersnick	816 NE Children & Families	reimbursement for meals for Youth & Families Thrive Training	2000 Accounts Payable	30.38	18,558.95
08/20/2024	Bill	8-16-24	Paige Kracl	816 NE Children & Families	reimbursement for PCIT-OK training	2000 Accounts Payable	500.00	19,058.95
08/29/2024	Bill	111-1712747-4701065	Cindy Johnson	816 NE Children & Families	bouncer for Playful Pals Daycare	2000 Accounts Payable	64.10	19,123.05
08/31/2024	Journal Entry	816 Reimbursement Adj		816 NE Children & Families		-Split-	-1,390.99	17,732.06
Total for 6101 Rural Schools							\$17,732.06	
6102 ERA2								
08/09/2024	Bill	8-5-24	Amy Shane	817 NE Children & Family Housing	contracted July wages	2000 Accounts Payable	4,005.00	4,005.00
08/09/2024	Bill	8-5-24	Amy Shane	817 NE Children & Family Housing	mileage	2000 Accounts Payable	374.89	4,379.89
Total for 6102 ERA2							\$4,379.89	
6560 Payroll Expenses								
6560.01 Social Security Company							\$3,888.67	
6560.02 Medicare - Company							\$909.44	
6560.04 Wages							\$63,486.61	
6560.06 Benefits							\$5,125.63	
6560.08 Payroll Processing Fees								
08/07/2024	Journal Entry	08-07-24 Payroll		100 Indirect Cost Reimbursement	08-07-24 Payroll	-Split-	102.35	102.35
08/21/2024	Journal Entry	08-21-24 Payroll		100 Indirect Cost Reimbursement	08-21-24 Payroll	-Split-	103.60	205.95
Total for 6560.08 Payroll Processing Fees							\$205.95	
Total for 6560 Payroll Expenses							\$73,616.30	
8050 Management Fee								
08/31/2024	Journal Entry	BILL 08-29-25 AP rcAL		100 Indirect Cost Reimbursement	Primary Infra Admin	-Split-	-252.25	-252.25
08/31/2024	Journal Entry	BILL 08-29-25 AP rcAL		816 NE Children & Families	Primary Infra Admin	-Split-	252.25	0.00
Total for 8050 Management Fee							\$0.00	
99999 Miscellaneous Expenses								
08/12/2024	Expense	24869DBCA52ACC6095CA3	HANDLEBEND TAP	100 Indirect Cost Reimbursement	Charissa Sladek   Handlebend Tap   NCDHD Staff   Lunch for August BoH meeting	2300 Divvy Credit Card	160.00	160.00
Total for 99999 Miscellaneous Expenses							\$160.00	
Unapplied Cash Bill Payment Expense								
08/01/2024	Bill	2024-08-01	No. 1 Storage		monthly storage rental	6082 Rent	-75.00	-75.00

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
08/05/2024	Bill Payment (Check)		Bill.com			1000 Bank First Checking	154.20	79.20
08/06/2024	Bill	2024	Bill.com		monthly subscription fee	6030 Contracts & Services	-154.20	-75.00
08/27/2024	Bill Payment (Check)		No. 1 Storage			1072 Bill.com Money Out Clearing	75.00	0.00
Total for Unapplied Cash Bill Payment Expense							\$0.00	
Total for Expenses							\$130,237.13	
Net Ordinary Income							\$233,292.38	
Other Income/Expense								
Other Expense								
5000.01 NCCCP Expense								
08/02/2024	Bill	07/23/2024	Carol Plate	900 - NCCCP	NCCCP/ASAP travel reimbursement	2000 Accounts Payable	85.76	85.76
08/02/2024	Bill	07/19/2024	Douglas Fox	900 - NCCCP	NCCCP/ASAP travel reimbursement	2000 Accounts Payable	65.66	151.42
Total for 5000.01 NCCCP Expense							\$151.42	
Total for Other Expense							\$151.42	
Net Other Income							\$ -151.42	
Net Income							\$233,140.96	



North Central District Health Department								
Profit and Loss Detail								
July 2024								
DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses								
Income								
4150 Program Income								
07/03/2024	Deposit		United Healthcare	803 Flu Immunizations	UHC COMMUNITY PLTRN*1*24182BXXXXXX5500*XXXXXX6824*0000UFNEP\	1000 Bank First Checking	6.22	6.22
07/05/2024	Deposit		Medicare	806 Private Immunizations	POC NETWORK TECHPART D	1000 Bank First Checking	366.65	372.87
07/05/2024	Deposit		Auxiant	803 Flu Immunizations	PAY PLUS TRN*1*512545831*XXXXXX2694\	1000 Bank First Checking	46.90	419.77
07/05/2024	Deposit		BCBS-Nebraska	449 - VFC Covid Funds	BCBSNE TRN*1*51293507*XXXXXX5156\	1000 Bank First Checking	90.60	510.37
07/08/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754	1000 Bank First Checking	144.30	654.67
07/09/2024	Deposit		Nebraska Total Care	803 Flu Immunizations	NE CLAIMS TRN*1*XXXXXX5606*XXXXXX3293\	1000 Bank First Checking	404.32	1,058.99
07/10/2024	Deposit		Square	600 Environmental Health:615 Radon	Square Inc 240710P2 LXXXXXXX9386//Uncat//radon	1000 Bank First Checking	25.03	1,084.02
07/11/2024	Deposit	1748078		8000 - Dental Catagories:801 Miles of Smiles	MoS Insurance disbursements	1000 Bank First Checking	24.05	1,108.07
07/11/2024	Deposit	1753054		8000 - Dental Catagories:801 Miles of Smiles	MoS Insurance disbursements	1000 Bank First Checking	288.60	1,396.67
07/11/2024	Deposit	6153		200 Infrastructure	return on deposit	1000 Bank First Checking	220.00	1,616.67
07/11/2024	Bill	depositrefund	Holt Boyd Community Connections Collaborative	200 Infrastructure	return of utility deposit from City of O'Neill	2000 Accounts Payable	-220.00	1,396.67
07/11/2024	Invoice	47771	Nebraska Department of Health and Human Services	630 Local Environmental	77521-Y3 (year 2) 360 Q2 2024 March-May	1200 Accounts Receivable	13,410.14	14,806.81
07/11/2024	Deposit		Auxiant	803 Flu Immunizations	PAY PLUS TRN*1*514997909*XXXXXX2694\	1000 Bank First Checking	164.14	14,970.95
07/11/2024	Deposit	158168		400 Emergency Preparedness	DR reimbursement for CPERS symposium	1000 Bank First Checking	60.00	15,030.95
07/12/2024	Deposit		Ambetter	803 Flu Immunizations	NE AMBETTER CLAITRN*1*XXXXXX0602*XXXXXX4593\	1000 Bank First Checking	171.10	15,202.05
07/12/2024	Deposit		Nebraska Total Care	803 Flu Immunizations	NE CLAIMS TRN*1*XXXXXX7329*XXXXXX3293\	1000 Bank First Checking	192.96	15,395.01
07/12/2024	Deposit		United Healthcare	449 - VFC Covid Funds	UnitedHealthcareTRN*1*24192BXXXXXX4585*XXXXXX9571*0000UFNEPV//Uncat//UNITED	1000 Bank First Checking	171.62	15,566.63
07/15/2024	Deposit		United Healthcare	803 Flu Immunizations	UHC COMMUNITY PLTRN*1*24194BXXXXXX6581*XXXXXX6824*0000UFNEP\	1000 Bank First Checking	131.10	15,697.73
07/15/2024	Deposit		Medicare	449 - VFC Covid Funds	WPS TRN*1*805143497*XXXXXX8299~	1000 Bank First Checking	1,761.49	17,459.22
07/16/2024	Deposit		Aetna	803 Flu Immunizations	AETNA AS01 TRN*1*XXXXXXXX1087915*XXXXXX3492\	1000 Bank First Checking	168.19	17,627.41
07/18/2024	Deposit	14822309		820 UHC	UHC Bldg Pathways 2023	1000 Bank First Checking	45,000.00	62,627.41
07/18/2024	Deposit		Medicare	449 - VFC Covid Funds	WPS TRN*1*805158835*XXXXXX8299~	1000 Bank First Checking	752.35	63,379.76
07/18/2024	Invoice	47775	CATCH, Inc	554 - Care Coordination	CATCH Care Coordination Grant Q4 (2024 April-May)	1200 Accounts Receivable	4,412.50	67,792.26
07/19/2024	Deposit		Square	809 VFC	Square Inc 240719P2 LXXXXXXX8259//Uncat//vaccine donation	1000 Bank First Checking	48.10	67,840.36
07/19/2024	Bill	1955664	Healthy Blue	803 Flu Immunizations	overpayment request, Project Number 1955664 on behalf of NCDHD	2000 Accounts Payable	-10.44	67,829.92
07/19/2024	Invoice	47792	Nebraska Children and Families Foundation	817 NE Children & Family Housing	Amy Shane- #817 May	1200 Accounts Receivable	2,014.49	69,844.41
07/22/2024	Invoice	47797	Cherry County Hospital*	310 MAPP	25-27 CHA/CHIP	1200 Accounts Receivable	1,838.00	71,682.41
07/22/2024	Invoice	47789	Region 4 Behavioral Health	700 Substance Abuse Prevention:737 Better Choices 4 Boyd Co.	FY 23-24 BC4BC 737 Billing	1200 Accounts Receivable	1,496.50	73,178.91

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07/22/2024	Invoice	47774	Avera St. Anthony's Hospital	500 PHN:558 Fit Testing	Rental: April 21-27; May 5-11; June 2-8	1200 Accounts Receivable	375.00	73,553.91
07/25/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754	1000 Bank First Checking	288.60	73,842.51
07/26/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754	1000 Bank First Checking	144.30	73,986.81
07/26/2024	Deposit		United Healthcare	803 Flu Immunizations	UHC COMMUNITY PLTRN*1*24206BXXXXXX6844*XXXXXX6824*0000UFNEP\	1000 Bank First Checking	2.62	73,989.43
07/29/2024	Invoice	47802	Midtown Health Center	310 MAPP	25-27 CHA/CHIP	1200 Accounts Receivable	500.00	74,489.43
07/29/2024	Deposit	2920		700 Substance Abuse Prevention:737 Better Choices 4 Boyd Co.	shirts reimbursement	1000 Bank First Checking	247.38	74,736.81
07/29/2024	Deposit	1762699		8000 - Dental Catagories:801 Miles of Smiles	MoS insurance disbursement	1000 Bank First Checking	72.15	74,808.96
07/29/2024	Deposit	4134		449 - VFC Covid Funds	shingles shot x2- Kauffman	1000 Bank First Checking	422.00	75,230.96
07/29/2024	Deposit	1737		807 VFA (ADULTS)	vaccine donation- K Arens (Valentine)	1000 Bank First Checking	25.00	75,255.96
07/29/2024	Deposit	2920		700 Substance Abuse Prevention:738 HC4HC	shirts reimbursement	1000 Bank First Checking	247.37	75,503.33
07/29/2024	Deposit	2920		700 Substance Abuse Prevention:733 Citizen 4 Healthy Choices	temp tattoos reimbursement	1000 Bank First Checking	16.91	75,520.24
07/29/2024	Invoice	47787	Region 4 Behavioral Health	700 Substance Abuse Prevention:739 Pierce Co SIC Coalition	FY23-24 HC4PC mini grant 739	1200 Accounts Receivable	1,500.00	77,020.24
07/29/2024	Invoice	47786	Region 4 Behavioral Health	700 Substance Abuse Prevention:732 ACDC	ACDC FY23-24 MINI GRANT	1200 Accounts Receivable	1,500.00	78,520.24
07/29/2024	Invoice	47784	Region 4 Behavioral Health	700 Substance Abuse Prevention:734 BKR Wise Choices Coalition	2024 FY June BKR billing	1200 Accounts Receivable	1,500.00	80,020.24
07/29/2024	Invoice	47788	Region 4 Behavioral Health	700 Substance Abuse Prevention:731 Knox County Cares Coalition	FY23-24 731 KCC mini grant	1200 Accounts Receivable	1,250.00	81,270.24
07/29/2024	Invoice	47773	Nebraska Department of Health and Human Services	850 Ped MH	DHHS Subaward # 79783 Y3 (Q1 Report Feb 29-May 31, 2024) 850 Ped MH	1200 Accounts Receivable	9,334.41	90,604.65
07/29/2024	Invoice	47791	Region 4 Behavioral Health	700 Substance Abuse Prevention:733 Citizen 4 Healthy Choices	FY23-24 733 HC4CC billing	1200 Accounts Receivable	1,500.00	92,104.65
07/29/2024	Invoice	47793	Region 4 Behavioral Health	700 Substance Abuse Prevention:738 HC4HC	FY23-24 HC4HC 738 billing	1200 Accounts Receivable	1,498.54	93,603.19
07/29/2024	Invoice	47799	Osmond General Hospital*	310 MAPP	25-27 CHA/CHIP	1200 Accounts Receivable	1,838.00	95,441.19
07/29/2024	Deposit			8000 - Dental Catagories:801 Miles of Smiles	MOLINA HEALTHCAR PAYMENT 5754	1000 Bank First Checking	72.15	95,513.34
07/30/2024	Invoice	47811	Center for Disease Control and Prevention	700 Substance Abuse Prevention:745 DFC	# NH28CE002996 2024 April-June Q3 billing	1200 Accounts Receivable	33,297.87	128,811.21
07/30/2024	Deposit		United Healthcare	806 Private Immunizations	UnitedHealthcareTRN*1*R3747892*XXXXXX9245*000087726\	1000 Bank First Checking	168.19	128,979.40
Total for 4150 Program Income							\$128,979.40	
4150.41 Radon Kits								
07/16/2024	Expense		Nebraska Dept. of Revenue	600 Environmental Health:615 Radon	NEB DEPT REVENUETXP*XXXXXXXX0078*04100*240630*T*XXXXXX0209*EFWSCT* * *	1000 Bank First Checking	-2.09	-2.09
07/25/2024	Deposit			600 Environmental Health:615 Radon		1010 Petty Cash	10.70	8.61
Total for 4150.41 Radon Kits							\$8.61	
4150.69 Vaccinations and Immunizations								
07/11/2024	Invoice	47718	Twila Werner	806 Private Immunizations	Fluzone HD (deductible due)	1200 Accounts Receivable	18.85	18.85
Total for 4150.69 Vaccinations and Immunizations							\$18.85	
4160 Nebraska DHHS Funding								
4160.05 Infrastructure Funds								
07/01/2024	Deposit		Nebraska HHSS	200 Infrastructure	STATE OF NE ST PAYMENT 030418895	1000 Bank First Checking	11,342.59	11,342.59
Total for 4160.05 Infrastructure Funds							\$11,342.59	
4160.06 Per Capita Funds								
07/01/2024	Deposit		Nebraska HHSS	300 Per Capita	STATE OF NE ST PAYMENT 030418895	1000 Bank First Checking	6,083.03	6,083.03
Total for 4160.06 Per Capita Funds							\$6,083.03	
4160.07 General Funds								

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07/01/2024	Deposit		Nebraska HHSS	650 Disease & Epi	STATE OF NE ST PAYMENT 030418895	1000 Bank First Checking	25,502.00	25,502.00
Total for 4160.07 General Funds							\$25,502.00	
Total for 4160 Nebraska DHHS Funding							\$42,927.62	
Total for 4150 Program Income with sub-accounts							\$171,934.48	



DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
4200 Interest Income								
07/31/2024	Deposit		Bank First Checking	100 Indirect Cost Reimbursement	INTEREST	1000 Bank First Checking	218.15	218.15
07/31/2024	Deposit	INTEREST		200 Infrastructure		1003 Money Market	885.90	1,104.05
Total for 4200 Interest Income							\$1,104.05	
7500 Dividend Income								
07/31/2024	Journal Entry			200 Infrastructure	NPait Activity - JULY	-Split-	4,552.32	4,552.32
Total for 7500 Dividend Income							\$4,552.32	
Total for Income							\$177,590.85	
Expenses								
6001 Bank Service Charges								
07/08/2024	Expense		Bill.com	100 Indirect Cost Reimbursement	BILL.COM LLC BILL.COM 02B4BSRUPFLHCFV STMT XXXXXX8638 NORTH CENTRAL DISTRICT	1000 Bank First Checking	198.02	198.02
07/31/2024	Expense		Bank First	100 Indirect Cost Reimbursement	BUSINESS ONLINE FEE	1000 Bank First Checking	24.95	222.97
Total for 6001 Bank Service Charges							\$222.97	
6020 Communications								
07/30/2024	Bill	N3014	Nebraska Association of County Officials	100 Indirect Cost Reimbursement	updated 2024 Open Meetings Act poster	2000 Accounts Payable	7.00	7.00
Total for 6020 Communications							\$7.00	
6021 Media Advertising								
07/02/2024	Expense	648A0D41143AAB3675057	Canva	850 Ped MH	Charissa Sladek   Canva   NCDHD Staff   Canva Credible Minds business cards for Niobrara Valley Hosp.	2300 Divvy Credit Card	36.00	36.00
07/03/2024	Bill	IN-12406100987	WNAX	200 Infrastructure:202 - Medicaid Redetermination Media	Healthy Living Expo ad	2000 Accounts Payable	208.00	244.00
07/03/2024	Bill	0339452	O'Neill Shopper	200 Infrastructure:202 - Medicaid Redetermination Media	NCDHD Advertising- HLE	2000 Accounts Payable	167.59	411.59
07/11/2024	Bill	6/30/2024	KBRX Radio	100 Indirect Cost Reimbursement	BoH mtg notice	2000 Accounts Payable	7.50	419.09
07/11/2024	Bill	6/30/2024	KBRX Radio	200 Infrastructure:202 - Medicaid Redetermination Media	Healthy Living Expo	2000 Accounts Payable	143.00	562.09
07/11/2024	Expense	1D0910D8E610340D9C7AC	Canva	700 Substance Abuse Prevention:745 DFC	Charissa Sladek   Canva   NCDHD Staff   Biz cards for KD	2300 Divvy Credit Card	30.00	592.09
07/11/2024	Expense	7A0546FFA2FE6B5C6A205	Canva	850 Ped MH	Charissa Sladek   Canva   NCDHD Staff   Credible minds cards- Santee Society of Care	2300 Divvy Credit Card	36.00	628.09
07/11/2024	Bill	6/30/2024	KNLV Radio	200 Infrastructure:202 - Medicaid Redetermination Media	HLE	2000 Accounts Payable	200.00	828.09
07/11/2024	Bill	06/30/2024	Norfolk Area Shopper	200 Infrastructure:202 - Medicaid Redetermination Media	HLE	2000 Accounts Payable	348.95	1,177.04
07/11/2024	Bill	06/30/2024	ColdType Publishing	443 - ARPA	RFP bdg project - public notice	2000 Accounts Payable	20.77	1,197.81
07/11/2024	Bill	6/30/2024	KBRX Radio	443 - ARPA	RFP	2000 Accounts Payable	60.00	1,257.81
07/11/2024	Bill	1852-00030-0000	WJAG AM/KEXL FM	200 Infrastructure:202 - Medicaid Redetermination Media	Healthy Living Expo ad	2000 Accounts Payable	125.00	1,382.81
07/11/2024	Bill	193852	Holt County Independent	443 - ARPA	RFP - Bldg Big- Public Notice	2000 Accounts Payable	35.09	1,417.90
07/30/2024	Expense	DDE3EACEDFC204C21D49B	Canva	850 Ped MH	Charissa Sladek   Canva   NCDHD Staff   business cards for credible mind- Avera	2300 Divvy Credit Card	36.00	1,453.90
Total for 6021 Media Advertising							\$1,453.90	
6022 Postage								
07/24/2024	Expense	F1DD519A743BEF253C963	FEDEX	443 - ARPA	Charissa Sladek   FedEx   NCDHD Staff   Mailing & pickup charge for fit testing machine for recalibration.	2300 Divvy Credit Card	55.58	55.58
07/26/2024	Bill	7/16/24	Quadient Finance USA Inc.	809 VFC	immz package postage	2000 Accounts Payable	7.66	63.24
07/26/2024	Bill	7/16/24	Quadient Finance USA Inc.	100 Indirect Cost Reimbursement	general postage	2000 Accounts Payable	200.00	263.24
Total for 6022 Postage							\$263.24	
Total for 6020 Communications with sub-accounts							\$1,724.14	
6030 Contracts & Services								
07/01/2024	Bill	INV621523	Clearly	100 Indirect Cost Reimbursement	Phone services	2000 Accounts Payable	338.98	338.98
07/01/2024	Bill	10324	Fye Law Office	100 Indirect Cost Reimbursement	Legal Services	2000 Accounts Payable	80.00	418.98
07/03/2024	Bill	EI01709951	Eide Bailly LLP	100 Indirect Cost Reimbursement	May accounting services	2000 Accounts Payable	4,500.00	4,918.98
07/03/2024	Bill	45042	Medi-Waste Disposal, LLC.	449 - VFC Covid Funds	Sharps disposal	2000 Accounts Payable	385.00	5,303.98
07/03/2024	Bill	07/01/2024	Claire Morrow	818 NE Homeless Education	Homelessness videos for McKinney Vento grant-funded schools	2000 Accounts Payable	500.00	5,803.98
07/11/2024	Bill	153530	PrecisionIT	100 Indirect Cost Reimbursement	Security Training	2000 Accounts Payable	46.80	5,850.78
07/17/2024	Bill	BOSR-3210	BOSR	700 Substance Abuse Prevention:745 DFC	BOSR YRBS Oversample; Personnel & Fee	2000 Accounts Payable	210.38	6,061.16
07/23/2024	Expense		Inovalon Provider, Inc.	449 - VFC Covid Funds	Inovalon WEB PAY 511126	1000 Bank First Checking	1,313.88	7,375.04
07/25/2024	Bill	91790785	TSI INCORPORATED	443 - ARPA	3 year calibration plan for FIT Test Machine	2000 Accounts Payable	3,420.00	10,795.04
07/26/2024	Bill	06166	Zelle Human Resource Solutions	100 Indirect Cost Reimbursement	June 2024 HR Consulting	2000 Accounts Payable	4,000.00	14,795.04
07/26/2024	Bill	10567	Fye Law Office	100 Indirect Cost Reimbursement	Legal Services	2000 Accounts Payable	140.00	14,935.04
07/30/2024	Bill	696238223	LUMEN Level 3 Communications', LLC	100 Indirect Cost Reimbursement	July Internet Service	2000 Accounts Payable	151.97	15,087.01
07/31/2024	Expense	2384FE93B9E320CADD893	SUPER FOODS	100 Indirect Cost Reimbursement	Charissa Sladek   Super Foods   NCDHD Staff   dry cleaning of 18 total table coverings from expo usage.	2300 Divvy Credit Card	128.50	15,215.51
Total for 6030 Contracts & Services							\$15,215.51	
6031 Dues and Subscriptions								

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07/01/2024	Expense	00CB4B1377ED60F78EBE1	TIMESHEETS COM	100 Indirect Cost Reimbursement	Elizabeth Parks   Timesheets Com   NCDHD Staff   Monthly sub of timesheet services/pulling reports	2300 Divvy Credit Card	132.00	132.00
07/02/2024	Expense	5E8C5C7CF9CEF9C9F723F	LEE OMAHA WORLD HERALD	100 Indirect Cost Reimbursement	Omaha World Herald   NCDHD Subscription	2300 Divvy Credit Card	23.99	155.99
07/10/2024	Expense	911E9D6B8BBB04067A970	MAILCHIMP	100 Indirect Cost Reimbursement	Charissa Sladek   Mailchimp   NCDHD Staff   monthly recurring fee	2300 Divvy Credit Card	39.25	195.24
07/11/2024	Expense	AA19EE3A5516FA571AE8E	CMS.GOV	806 Private Immunizations	Charissa Sladek   CMS.gov   NCDHD Staff   5 yr app fee for Medicare and Medicaid	2300 Divvy Credit Card	709.00	904.24
Total for 6031 Dues and Subscriptions							\$904.24	
6032 Health Resources & Supplies								
07/11/2024	Expense	77212C433B1F2123D0274	MadgeTech	809 VFC	Jennifer Booker   Madgetech   NCDHD Staff   Freezer madgetech recalibration fee	2300 Divvy Credit Card	137.00	137.00
07/16/2024	Bill	71124	Elkhorn Logan Valley Public Health Depart	808 COVID Immunizations	2 doses- Moderna Spikevax	2000 Accounts Payable	221.20	358.20
07/23/2024	Expense	76874CFCB7260DD1F24ED	Amazon	600 Environmental Health:620 West Nile Virus	Charissa Sladek   Amazon   NCDHD Staff   mosquito wipes	2300 Divvy Credit Card	339.98	698.18
07/25/2024	Bill	9344769713	Pfizer Inc Co.	806 Private Immunizations	Pfizer Prevnar Vaccine	2000 Accounts Payable	4,615.69	5,313.87
Total for 6032 Health Resources & Supplies							\$5,313.87	
6035 Building Maintenance								
07/03/2024	Bill	692240	Gena Bills	100 Indirect Cost Reimbursement	June 2024 Cleaning service	2000 Accounts Payable	796.25	796.25
07/11/2024	Bill	07/01/24	Hartes Lawn Service Inc.	100 Indirect Cost Reimbursement	March snow removal	2000 Accounts Payable	100.00	896.25
Total for 6035 Building Maintenance							\$896.25	
6036 Program Materials								
07/01/2024	Bill	3/6/24	Special T's and More	200 Infrastructure	tshirts for Boyd Cty "Pain Passes Beauty Remains"	2000 Accounts Payable	1,217.25	1,217.25
07/15/2024	Bill	35958	AIR CHEK	600 Environmental Health	50 Test Kits- Invoice #35958; Cust ID I4460	2000 Accounts Payable	387.50	1,604.75
07/30/2024	Bill	7/22/24	TyLinn Dodd	570 - AAA Wellbeing	reimbursement for bingocize prizes	2000 Accounts Payable	24.34	1,629.09
Total for 6036 Program Materials							\$1,629.09	

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
6040 Education & Training								
07/19/2024	Expense	E0D935C46462DA32DD2AE	OMNI WILLIAM PENN	630 Local Environmental	Amy Latzel   Omni William Penn   NCDHD Staff   AL-Hotel from PA Enviro Conf	2300 Divvy Credit Card	612.18	612.18
Total for 6040 Education & Training							\$612.18	
6050 Cost Allocation								
6050.01 Cost Allocation								
07/31/2024	Journal Entry	Monthly Cost Alloc		8000 - Dental Catagories:801 Miles of Smiles:810 HRSA Dental	Monthly Cost Alloc	-Split-	3,904.88	3,904.88
07/31/2024	Journal Entry	Monthly Cost Alloc		200 Infrastructure	Monthly Cost Alloc	-Split-	-0.01	3,904.87
07/31/2024	Journal Entry	Monthly Cost Alloc		315 Accreditation	Monthly Cost Alloc	-Split-	1,384.19	5,289.06
07/31/2024	Journal Entry	Monthly Cost Alloc		400 Emergency Preparedness	Monthly Cost Alloc	-Split-	4,468.91	9,757.97
07/31/2024	Journal Entry	Monthly Cost Alloc		438 Mpox	Monthly Cost Alloc	-Split-	183.39	9,941.36
07/31/2024	Journal Entry	Monthly Cost Alloc		443 - ARPA	Monthly Cost Alloc	-Split-	4,789.58	14,730.94
07/31/2024	Journal Entry	Monthly Cost Alloc		449 - VFC Covid Funds	Monthly Cost Alloc	-Split-	8,750.97	23,481.91
07/31/2024	Journal Entry	Monthly Cost Alloc		700 Substance Abuse Prevention:745 DFC	Monthly Cost Alloc	-Split-	4,475.01	27,956.92
07/31/2024	Journal Entry	Monthly Cost Alloc		570 - AAA Wellbeing	Monthly Cost Alloc	-Split-	954.86	28,911.78
07/31/2024	Journal Entry	Monthly Cost Alloc		600 Environmental Health:620 West Nile Virus	Monthly Cost Alloc	-Split-	2,217.97	31,129.75
07/31/2024	Journal Entry	Monthly Cost Alloc		611 -LEAD	Monthly Cost Alloc	-Split-	38.62	31,168.37
07/31/2024	Journal Entry	Monthly Cost Alloc		630 Local Environmental	Monthly Cost Alloc	-Split-	2,876.68	34,045.05
07/31/2024	Journal Entry	Monthly Cost Alloc		650 Disease & Epi	Monthly Cost Alloc	-Split-	2,551.38	36,596.43
07/31/2024	Journal Entry	Monthly Cost Alloc		700 Substance Abuse Prevention:741 Capacity Development	Monthly Cost Alloc	-Split-	2,538.13	39,134.56
07/31/2024	Journal Entry	Monthly Cost Alloc		818 NE Homeless Education	Monthly Cost Alloc	-Split-	50.76	39,185.32
07/31/2024	Journal Entry	Monthly Cost Alloc		809 VFC	Monthly Cost Alloc	-Split-	414.31	39,599.63
07/31/2024	Journal Entry	Monthly Cost Alloc		821 NTC	Monthly Cost Alloc	-Split-	1,169.43	40,769.06
07/31/2024	Journal Entry	Monthly Cost Alloc		850 Ped MH	Monthly Cost Alloc	-Split-	1,189.14	41,958.20
07/31/2024	Journal Entry	Monthly Cost Alloc		895 - Minority Health	Monthly Cost Alloc	-Split-	999.95	42,958.15
07/31/2024	Journal Entry	Monthly Cost Alloc		100 Indirect Cost Reimbursement	Monthly Cost Alloc	-Split-	-	0.00
Total for 6050.01 Cost Allocation							42,958.15	
Total for 6050 Cost Allocation							\$0.00	
6070 Office								
07/03/2024	Bill	0117389	Seven Springs	100 Indirect Cost Reimbursement	Water cooler	2000 Accounts Payable	88.00	88.00
07/03/2024	Bill	311485-00	One Office Solution	100 Indirect Cost Reimbursement	Copier contract and fees	2000 Accounts Payable	823.59	911.59
07/11/2024	Bill	153423	PrecisionIT	100 Indirect Cost Reimbursement	Microsoft services	2000 Accounts Payable	292.80	1,204.39
07/11/2024	Bill	154246	PrecisionIT	100 Indirect Cost Reimbursement	premium security services	2000 Accounts Payable	1,540.00	2,744.39
07/11/2024	Bill	154468	PrecisionIT	100 Indirect Cost Reimbursement	Barracuda services	2000 Accounts Payable	179.00	2,923.39
07/17/2024	Bill	155030	PrecisionIT	443 - ARPA	laptop & docking station	2000 Accounts Payable	1,272.00	4,195.39
07/20/2024	Expense	048770F70D42CF9D91A83	Amazon	100 Indirect Cost Reimbursement	Whitney Abbott   Amazon   NCDHD Staff   HDMI cord for docking station set up	2300 Divvy Credit Card	12.24	4,207.63
07/25/2024	Bill	287298478120X07112024	AT&T Mobility	100 Indirect Cost Reimbursement	hot spots acct # 287298478120X07112024	2000 Accounts Payable	280.28	4,487.91
07/31/2024	Bill	36956083	GreatAmerica Financial Svcs.	100 Indirect Cost Reimbursement	copier contract/services	2000 Accounts Payable	394.61	4,882.52
Total for 6070 Office							\$4,882.52	
6073 Consumable Supplies								
07/13/2024	Expense	AA67FDFD6E56D582C36A7	Amazon	910 - HeartCorp	Elizabeth Parks   Amazon   NCDHD Staff   Functional kitchen items for office and health education trainings/demos	2300 Divvy Credit Card	702.23	702.23
07/13/2024	Expense	AFF5FD2BF6D9F31B7BD95	ACE HARDWARE	200 Infrastructure	Nancy Turpin   Ace Hardware   NCDHD Staff   Fan	2300 Divvy Credit Card	29.99	732.22
07/20/2024	Expense	A2848F3B61D092FCC5498	Quill	100 Indirect Cost Reimbursement	Charissa Sladek   Quill   NCDHD Staff   Cleaning supplies	2300 Divvy Credit Card	298.10	1,030.32
Total for 6073 Consumable Supplies							\$1,030.32	
Total for 6070 Office with sub-accounts							\$5,912.84	
6082 Rent								
07/01/2024	Bill	2024-07-01	No. 1 Storage	100 Indirect Cost Reimbursement	storage rental	2000 Accounts Payable	75.00	75.00
Total for 6082 Rent							\$75.00	
6087 Subscriptions								
07/17/2024	Bill	155024	PrecisionIT	100 Indirect Cost Reimbursement	3 yr renewal of firewall license	2000 Accounts Payable	1,231.00	1,231.00
Total for 6087 Subscriptions							\$1,231.00	
6090 Travel								
6091 Department Vehicle								
6091.01 Fuel								
07/11/2024	Bill	6/30/2024	Gokie Oil Co, INC.	100 Indirect Cost Reimbursement	Automobile refuel	2000 Accounts Payable	364.74	364.74
Total for 6091.01 Fuel							\$364.74	
6091.03 Repairs and Maintenance								
07/03/2024	Bill	103333	Wm Krotter Co.	100 Indirect Cost Reimbursement	Main floor garbage disposal replacement & installation	2000	194.99	194.99



DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
07/03/2024	Bill	49475	Quality Alignment & Repair	100 Indirect Cost Reimbursement	Dodge van- cigarette lighter repair	Accounts Payable 2000 Accounts Payable	42.28	237.27
Total for 6091.03 Repairs and Maintenance							\$237.27	
Total for 6091 Department Vehicle							\$602.01	
6093 Meeting & Conference								
07/15/2024	Expense	5B13724900A78B8715467	UBER PENDING TRANSACTION	630 Local Environmental	Amy Latzel   Uber Pending Transaction   NCDHD Staff   transportation for PA Enviro conf	2300 Divvy Credit Card	49.63	49.63
07/20/2024	Expense	37FD890C33C7AB88CF55F	ZTRIP OF PITTSBURGH	630 Local Environmental	Amy Latzel   Ztrip of Pittsburgh   NCDHD Staff   PA enviro conf	2300 Divvy Credit Card	56.60	106.23
Total for 6093 Meeting & Conference							\$106.23	
6093.02 Meals								
07/20/2024	Expense	F3B3F63FFB24C894BBEA9	HANDLEBEND TAP	200 Infrastructure	Heidi Kuklis   Handlebend Tap   NCDHD   NCCCP July Meeting Lunch -Tax will be refunded	2300 Divvy Credit Card	89.88	89.88
07/31/2024	Credit Card Credit	CEA8C97D19201628F4D5B	HANDLEBEND TAP	200 Infrastructure	Heidi Kuklis   Handlebend Tap   NCDHD   tax reimbursement from 7/20/24 NCCCP/ASAP meeting	2300 Divvy Credit Card	-5.88	84.00
Total for 6093.02 Meals							\$84.00	
6093.04 Parking								
07/21/2024	Expense	4886BC625C21845ADD24A	OMA SOUTH	630 Local Environmental	Amy Latzel   Oma South   NCDHD Staff   airport parking from PA Enviro conf	2300 Divvy Credit Card	36.00	36.00
Total for 6093.04 Parking							\$36.00	
Total for 6093 Meeting & Conference with sub-accounts							\$226.23	
Total for 6090 Travel							\$828.24	

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
6100 Infrastructure								
07/11/2024	Bill	7-8-24	Nebraska Public Power District	816 NE Children & Families	NPPD for Stacy T # 221010146504	2000 Accounts Payable	225.00	225.00
07/11/2024	Bill	7-8-24	City of O'Neill	816 NE Children & Families	Deposit for Stacy Tharp	2000 Accounts Payable	230.00	455.00
07/19/2024	Bill	7-15-24	Chase Auto Finance	816 NE Children & Families	car payment for Paul H- last 4 of acct# 5706	2000 Accounts Payable	1,050.64	1,505.64
07/26/2024	Bill	7-16-24	O'Neill Public School	816 NE Children & Families	2 Macbooks for Holt/Boyd Collab	2000 Accounts Payable	200.00	1,705.64
07/26/2024	Bill	7-15-24	Niobrara Valley Electric Membership Corporation	816 NE Children & Families	Acct #8909005- electric service	2000 Accounts Payable	201.99	1,907.63
07/26/2024	Bill	7-15-24	Northeast Nebraska Telephone Company	816 NE Children & Families	phone &Internet for Paul H- Acct #00051527-3	2000 Accounts Payable	211.70	2,119.33
07/30/2024	Bill	7-18-24	Amy Shane	816 NE Children & Families	gas card for unexpected Omaha Dr. appt.- Serenity B	2000 Accounts Payable	100.00	2,219.33
Total for 6100 Infrastructure							\$2,219.33	
6101 Rural Schools								
07/01/2024	Bill	1315	Above The Garage Studios Web Design & Photography	816 NE Children & Families	Website & Fees	2000 Accounts Payable	754.88	754.88
07/29/2024	Bill	9968835226	Verizon	816 NE Children & Families	Verizon- Amy S's cell reimbursement 542540325-00001	2000 Accounts Payable	23.34	778.22
07/30/2024	Bill	06/03/24	The Evergreen Assisted Living	816 NE Children & Families	lunches for Out of the Darkness	2000 Accounts Payable	80.00	858.22
Total for 6101 Rural Schools							\$858.22	
6102 ERA2								
07/03/2024	Bill	7-1-24	Amy Shane	817 NE Children & Family Housing	817 contracted wages and mileage- June	2000 Accounts Payable	4,222.77	4,222.77
Total for 6102 ERA2							\$4,222.77	
6560 Payroll Expenses								
6560.01 Social Security Company							\$3,974.10	
6560.02 Medicare - Company							\$929.42	
6560.04 Wages							\$64,864.88	
6560.06 Benefits							\$1,966.86	
6560.08 Payroll Processing Fees								
07/10/2024	Journal Entry	07-10-24 Payroll		100 Indirect Cost Reimbursement	07-10-24 Payroll	-Split-	102.35	102.35
07/24/2024	Journal Entry	07-24-24 Payroll		100 Indirect Cost Reimbursement	07-24-24 Payroll	-Split-	102.35	204.70
Total for 6560.08 Payroll Processing Fees							\$204.70	
Total for 6560 Payroll Expenses							\$71,939.96	
6900.00 Capital Expenditures								
07/01/2024	Bill	Buy Out- Acct# 00254	Chrysler Capital- Auto Lease Ltd.	443 - ARPA	2021 Dodge Ram Lease Buy Out Acct# *****2904	2000 Accounts Payable	24,027.21	24,027.21
Total for 6900.00 Capital Expenditures							\$24,027.21	
8050 Management Fee								
07/31/2024	Journal Entry	BILL 07-30-25 AP oPzq		816 NE Children & Families	Primary Infra Admin	-Split-	252.25	252.25
07/31/2024	Journal Entry	BILL 07-30-25 AP oPzq		100 Indirect Cost Reimbursement	Primary Infra Admin	-Split-	-252.25	0.00
Total for 8050 Management Fee							\$0.00	
Unapplied Cash Bill Payment Expense								
07/02/2024	Bill Payment (Check)		City of O'Neill			1000 Bank First Checking	128.01	128.01
07/26/2024	Bill Payment (Check)		No. 1 Storage			1072 Bill.com Money Out Clearing	75.00	203.01
Total for Unapplied Cash Bill Payment Expense							\$203.01	
Total for Expenses							\$138,035.83	
Net Income							\$39,555.02	