

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
Public Health Service**

Centers for Disease Control and Prevention & Agency for Toxic Substance and Disease Registry



INTER/INTRA-AGENCY AGREEMENT (IAA)

Receivable Agreements (CDC/ATSDR is Performing Work)

1. CDC IAA #: 10-IC06-DUIP		2. PROCURING AGENCY IAA#: CPSC-I-10-0018		3. TYPE OF AGREEMENT: <input type="checkbox"/> New <input checked="" type="checkbox"/> Modification <input type="checkbox"/> Administrative Modification Number: _____	
4. TITLE OF PROJECT: Funds for Contractor to Facilitate Fire Safety Council Meetings and Documents				5. Type of Customer <input checked="" type="checkbox"/> FED <input type="checkbox"/> Non-FED <input type="checkbox"/> Non-FED Billing	
6. DESCRIPTION OF WORK: <i>(Please attach)</i> CDC shall provide all labor, materials, and equipment required			AMOUNT: <i>(Not to exceed without written modification)</i> \$ 20,000.00		
7. NAME AND ADDRESS OF PROCURING AGENCY: U.S. Consumer Product Safety Commission 4330 East-West Hwy Rm 517 Bethesda, MD 20814-4408			Liaison Name: Rohit Khanna Phone: (304) 504-7546 Email: rkhanna@cpsc.gov Fax: _____		
8. NAME AND ADDRESS OF CDC CENTER, INSTITUTE OR OFFICE: Centers for Disease Control and Prevention NCIPC/DUIP, MS F62 4770 Buford Hwy, NE Atlanta, Ga 30341			Liaison/Project Manager: Elizabeth haas Phone: (770) 488-4270 Email: ehaas@cdc.gov Fax: _____		
9. PROJECT PERIOD: From: 07/15/2010 Through: 09/29/2011			BUDGET PERIOD: From: 07/15/2010 Through: 09/29/2011		
If agreement is longer than one year , the following statement applies and must be included in the agreement narrative: <i>"This agreement is approved for Fiscal Year 2010 and may continue during Fiscal Year 20 , subject to availability of funds."</i>					
10. AUTHORITY: (CDC) <input type="checkbox"/> Economy Act approved June 30, 1932, as amended by 31 U.S.C. 1535 and 1536 <i>(If detail of CDC personnel, justification is required.)</i> <input checked="" type="checkbox"/> Other: <i>(Please specify)</i> Public Health Services Act (42 U.S.C. 7 241; 42 U.C.C. & 300u et seq.)					
11. AUTHORITY <i>(Procuring Agency)</i> : Consumer Product Safety Act, Section 27 (g), 15 U.S.C. 20			<input checked="" type="checkbox"/> CDC Standard Overhead (9% will be applied to all reimbursable agreements) <input checked="" type="checkbox"/> CDC Overhead Waiver granted and approved by FMO Branch Chief		
12. CDC FUNDING INFORMATION: Treasury Symbol/Appropriation: 75100943 Budget Activity: 5609RF1201 Owning Org. Admin. Code: HCTCD3 Fund Value: 0921602010RA0 Crosscutting Code: 27111			CDC ALC 75090421 CDC EIN 586051157		FISCAL YEAR: 2010
			CAN #1:	Direct Costs:	\$ 18,348.62
			CAN #2:	CIO Indirect:	\$ 1,651.38 9 %
			CAN #3:	CDC Indirect:	\$ _____ %
			Total:		\$ 20,000.00
13. PROCURING AGENCY BILLING REQUIREMENTS: Treasury Symbol/Appropriation: 6100100 ALC: 61-00-0001 EIN: 520978750 DUNS #: 069287522			Billing will be processed through the use of the Intra-Governmental Payment and Collection (IPAC) system. Billing Frequency: <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Other: _____		
14. ADDITIONAL BILLING REQUIREMENTS OF THE PROCURING AGENCY: <i>(Required if needed for invoice payment.)</i> CPSC Accounting: 0100A10DPS 2010 2172500000 EXHR004400 251A0					
15. PROCURING AGENCY BUDGET CONTACT: Name: Deborah Peebles Hodge Phone: (301) 504-7546 Email: ghodge@cpsc.gov Fax: _____			CIO CONTACT: Name: Chet Pogostin Phone: (770) 488-1565 CDC FMO BUDGET CONTACT: Name: Brigetta Jones Phone: (770) 488-1477		
16. OTHER REQUIREMENTS A. Travel under this agreement is subject to allowances authorized in accordance with Federal Travel Regulations, Joint Federal Travel Regulations, and/or Foreign Service Regulations. B. Unless otherwise requested by the procuring agency, CDC will retain title to any equipment procured in order to provide service.					
17. CDC ACCEPTANCE: <i>(Please print)</i> Name: Robin Ikeda, MD, MPH Title: Acting Director, NCIPC Email Address: Rikeda@cdc.gov Signature: <i>[Signature]</i> Date: 7-20-10			18. PROCURING AGENCY ACCEPTANCE: <i>(Please print)</i> Name: Doris B. Kessler (Dodie) Title: Contracting Officer Email Address: dkessler@cpsc.gov Signature: <i>[Signature]</i> Date: 7-29-10		
This agreement may be terminated by either agency upon a 30day advance written notice. This agreement may be modified by mutual written consent of all parties.					

INTERAGENCY AGREEMENT CPSC-I-10-0018
BETWEEN THE
U.S. CONSUMER PRODUCT SAFETY COMMISSION AND
THE CENTER FOR DISEASE CONTROL (CDC), NATIONAL CENTER FOR INJURY PREVENTION
AND CONTROL (NCIPC), DIVISION OF UNINTENTIONAL INJURY PREVENTION (DUIP)

1. Introduction

The U.S. Consumer Product Safety Commission, hereinafter referred to as CPSC, and the Center for Disease Control, National Center for Injury Prevention and Control, Division of Unintentional Injury Prevention, hereinafter referred to as CDC/NCIPC/DUIP, hereby agree that CDC/NCIPC/DUIP shall provide all labor, materials, and equipment required to plan, facilitate, and document monthly teleconferences; four quarterly meetings; and any needed revisions to the Fire Safety Council (FSC) strategic plan in accordance with the terms and conditions set forth below.

2. Statutory Authority

The authorities for CDC/NCIPC/DUIP and CPSC to enter into the Agreement are:

- (1) CDC/NCIPC/DUIP Authority - Public Health Service Act (42 U.S.C. 7 241; 42 U.C.C. & 300u et seq.)
- (2) CPSC Authority – Consumer Product Safety Act, Section 27(g), 15 U.S.C. 2076(g)

3. Title

“ Planning, Facilitation and Documentation of Fire Safety Council Meetings and Possible Revisions to FSC Strategic Plan”

4. Objective

The objective of this IAG is to provide funding to the CDC/NCIPC/DUIP for the planning, facilitation, and documentation of four FSC meetings and any needed changes to the FSC Strategic Plan.

5. Background Information

The U.S. Consumer Product Safety Commission (CPSC) participates in a partnership with the Center for Disease Control (CDC), National Center for Injury Prevention and Control (NCIPC), Division of Unintentional Injury Prevention (DUIP), the United States Fire Administration (USFA), and other federal and non-federal organizations known as the Fire Safety Council (FSC). Under previous contracts a FSC strategic plan was developed. However, the enormous problem of residential fires and the complexity in reducing deaths from residential fires requires that continued work needs to be done to communicate and coordinate efforts across organizations. Historically, the CDC has funded meeting facilitation services, but funds for future meetings are not available from CDC at this time. The CPSC and USFA are planning to

provide funding for the short-term for facilitation needs and will work with CDC to develop a long-term solution.

6. Statement of Work

CDC/NCIPC/DUIP shall provide all labor, materials, and equipment required to plan, facilitate, and document monthly teleconferences; four quarterly meetings; and revisions to the FSC strategic plan for a one year period. The following tasks shall be completed by CDC/NCIPC/DUIP under this agreement:

Task 1. Agendas and notes of teleconference meetings

CDC/NCIPC/DUIP shall coordinate the preparation of four FSC meeting agendas. This will involve scheduling teleconferences with CPSC and USFA to discuss appropriate agenda items including presentation topics, policy matters, and possible revisions to the FSC strategic plan. The teleconference notes will be documented and provided to CPSC.

Task 2. Facilitate quarterly FSC meetings

CDC/NCIPC/DUIP will provide neutral facilitation during four quarterly meetings that helps the FSC stay focused on its tasks, explore meeting discussions more fully, minimize interpersonal conflicts unrelated to the task, work through conflict that is central to the work of the group, and build openness and support.

Task 3. Meeting Notes

CDC/NCIPC/DUIP will prepare the meeting notes for four quarterly FSC meetings. The notes will be drafted and sent for review and comment to CPSC and USFA before being distributed to the FSC.

Task 4. Possible Revisions to the FSC Strategic Plan

CDC/NCIPC/DUIP will coordinate the review and revisions to the FSC strategic plan to address emerging issues and new research findings, as needed.

7. CPSC Furnished Materials and Equipment

CPSC will be available for teleconferences for planning meeting agendas and will provide written comments to draft meeting notes submitted by CDC/NCIPC/DUIP within 1 week of receipt.

8. Period of Performance

The period of performance shall begin on the effective date (estimated to be July 15, 2010) agreed to by both parties and shall not extend beyond September 29, 2011. This agreement may be modified by mutual consent of CPSC and CDC/NCIPC/DUIP.

9. Delivery of Performance

All deliverables required under the terms and conditions of this IAG shall be provided to the CPSC. The following items shall be performed or delivered to CPSC in accordance with the schedule below:

Delivery Item	Performance
A. Agendas and notes of teleconference meetings in MS Word format	Within 15 calendar days after IAG effective date (estimated July 2010), and every six weeks thereafter (email to/teleconference with CPSC project officer)
B. Facilitate four quarterly FSC meetings	Dates to be determined
C. Draft Meeting Notes in MS Word format	Within two (2) weeks after each meeting
E. Final Meeting Notes in MS Word format	Within four (4) weeks after each meeting
F. Revisions to the FSC Strategic Plan (if needed) in MS Word format	September 29, 2011

10. Resolution of Disagreements

In the event that CPSC and CDC/NCIPC/DUIP have a disagreement arising under this Interagency Agreement, then the parties shall cooperatively seek to resolve the disagreement by themselves. If the disagreement cannot be resolved between them, then the parties agree to seek the assistance of a third party in resolving the disagreement.

11. Funding and Accounting Data

Estimated funding requirements to complete the tasks and provide deliverables for this IAG are \$20,000. The transfer of funds shall be from CPSC to CDC/NCIPC/DUIP through the On-Line Payment Collection (OPAC) system using the following accounting data:

CPSC Accounting Data:

CDC/NCIPC/DUIP Accounting Data:

Agency Location Code (ALC):61-00-0001

75090421

Taxpayer ID Number (TIN):520978750

586051157

DUNS: 069287522

927645465

US TREAS CODE: 6100100

Accounting and Appropriation Data: 0100A10DPS 2010 2172500000 EXHR004400 251A0

12. Requesting Agency Points of Contact

Agency Address:

U.S. Consumer Product Safety Commission
4330 East-West Hwy
Bethesda, MD 20814-4408

Technical/Project Officer point of contact:

Rohit Khanna, EXHR
(301) 504-7546 (phone)
rkhanna@cpsc.gov

Financial point of contact:

Deborah Peebles Hodge, Division of Financial Services
(301) 504-7103 (phone)
dhodge@cpsc.gov

13. Servicing Agency Point of Contact

Agency Address:

Division of Unintentional Injury Prevention
National Center for Injury Prevention and Control
Centers for Disease Control and Prevention
4770 Buford Highway NE,
Atlanta, GA 30341

Technical/Project Officer point of contact:

Michael Ballesteros

770-488-1308 (phone)

Michael.Ballesteros@cdc.hhs.gov

Financial point of contact:

Chet Pogostin

770-488-1565 (phone)

770-488-1317 (fax)

Chet.Pogostin@cdc.hhs.gov

13. Approvals

a. For CPSC:

Signature:



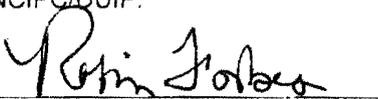
Printed Name: Doris B. Kessler

Title: Contracting Officer

Date: July 8, 2010

b. For CDC/NCIPC/DUIP:

Signature:



Printed Name: Robin Forbes

Title: Acting Management Official, NCIPC

Date: 7/14/10