

Hanzel Sarah

To: Nelson, Chris (CHC)
Subject: RE: Quarterly Reports - Rapid City

From: Nelson, Chris (CHC) [<mailto:ChrisB.Nelson@state.sd.us>]
Sent: Thursday, May 17, 2018 11:39 AM
To: Hanzel Sarah
Cc: Nelson, Kate
Subject: RE: Quarterly Reports - Rapid City

Hi Sarah,

If agreeable to you, let's do a simple amendment to extend the end date of the grant. According to our HPF guidelines, you can incur costs up until your grant ends. But, a paragraph in the scope of work in the agreement basically says we need absolutely everything by 31 May:

A final Certificate of Eligible Actual Costs accompanied by copies of all original bills from contractors, suppliers, and vendors with evidence of complying with Federal competitive procurement requirements for these contractors or services; and proof of payment for those bills in a format designated by the State; along with the other reports compiling the project's completion shall be submitted no later than **May 31, 2018**. Any project bills received by the State after that date will not be honored.

We have always operated by the HPF guidelines, even though the above paragraph is in the scope of work. However, I recommend doing an amendment to cover our bases. This paragraph will not be in your 2019 agreement.

Thanks,
Chris