
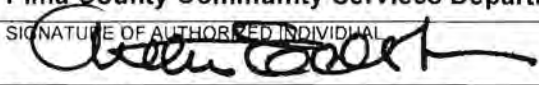

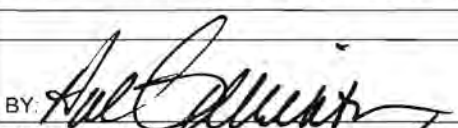


Intergovernmental Agreement CONTRACT AMENDMENT

1. CONTRACTOR (Name and address) Pima County Community Services Department 2797 E. Ajo Way Tucson, Arizona 85713	2. CONTRACT ID NUMBER DE111072001
3. AMENDMENT NUMBER Nine (9)	
4. THE PARTIES AGREE TO THE FOLLOWING AMENDMENT Pursuant to the Terms and Conditions, Amendments or Modifications section, the purpose of this amendment is to: Funding for the contract period July 1, 2013 through June 30, 2014: The reimbursement ceiling for the service Case Management is increased from \$1,480,284 to \$1,539,482. This is an increase of \$59,198. The reimbursement ceiling for the service Community Services is increased from \$755,741 to \$756,401. This is an increase of \$660. Carry forward funding in the amount of \$54,107 is not added to the cumulative reimbursement ceiling. The cumulative reimbursement ceiling for the contract period July 1, 2010 through June 30, 2015 is \$10,922,032. Therefore, the Itemized Service Budget for the services of Case Management (Attachment A) and Community Services (Attachment B) are revised and attached. Delete and Replace: The <u>Background Checks for Employment through Central Registry</u> section located in the DES Special Terms and Conditions is replaced in its entirety with the following, effective immediately.	
5. EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AS HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT. THE AMENDMENT SHALL BECOME EFFECTIVE ON THE DATE OF LAST SIGNATURE UNLESS OTHERWISE SPECIFIED HEREIN. BY SIGNING THIS FORM ON BEHALF OF THE CONTRACTOR, THE SIGNATORY CERTIFIES HE/SHE HAS THE AUTHORITY TO BIND THE CONTRACTOR TO THIS CONTRACT.	
6. ARIZONA DEPARTMENT OF ECONOMIC SECURITY SIGNATURE OF AUTHORIZED INDIVIDUAL  TYPED NAME Francine Whittington TITLE Manager – Contract Administration Unit DATE 11/21/13	7. NAME OF CONTRACTOR Pima County Community Services Department SIGNATURE OF AUTHORIZED INDIVIDUAL  TYPED NAME Arthur Eckstrom TITLE Community Services Employment & Training Director DATE 10/14/13
IN ACCORDANCE WITH ARS §11-952 THIS CONTRACT AMENDMENT HAS BEEN REVIEWED BY THE UNDERSIGNED WHO HAVE DETERMINED THAT THIS CONTRACT AMENDMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.	
ARIZONA ATTORNEY GENERAL'S OFFICE BY:  ASSISTANT ATTORNEY GENERAL DATE: 11-15-2013	BY:  DEPUTY COUNTY ATTORNEY PUBLIC AGENCY LEGAL COUNSEL DATE: 10.10.13

16.0 Background Checks for Employment through the Central Registry

If providing direct services to children or vulnerable adults, the following shall apply:

- 16.1 The provision of A.R.S 8-804 (as may be amended) are hereby incorporated in its entirety as provisions of this Contract.
- 16.2 The Department will conduct Central Registry Background Checks and will use the information contained in the Central Registry as a factor to determine qualifications for positions that provide direct service to children or vulnerable adults for:
1. Any person who applies for a contract with this State and that person's employees;
 2. All employees of a contractor;
 3. A subcontractor of a contractor and the subcontractor's employees; and
 4. Prospective employees of the contractor or subcontractor at the request of the prospective employer.
- 16.3 Volunteers who provide direct services to children or vulnerable adults shall have a Central Registry Background Check which is to be used as a factor to determine qualifications for volunteer positions.
- 16.4
1. A person who is disqualified because of a Central Registry Background Check may apply to the Board of Fingerprinting for a Central Registry exception pursuant to A.R.S. § 41-619.57. A person who is granted a Central Registry exception pursuant to A.R.S. § 41-619.57 is not entitled to a contract, employment, licensure, certification or other benefit because the person has been granted a Central Registry exception.
 2. Before being employed or volunteering in a position that provides direct services to children or vulnerable adults, persons shall certify on forms that are provided by the Department whether an allegation of abuse or neglect was made against them and was substantiated. The completed forms are to be maintained as confidential.
- 16.5 A person awaiting receipt of the Central Registry Background Check may provide direct services to ADES clients after completion and submittal of the Direct Service Position certification form if the certification states:
1. The person is not currently the subject of an investigation of child abuse or neglect in Arizona or another state or jurisdiction; and
 2. The person has not been the subject of an investigation of child abuse or neglect in Arizona, or another state or jurisdiction, which resulted in a substantiated finding.
- The Certification for Direct Service Position is located at:
<https://www.azdes.gov/InternetFiles/InternetProgrammaticForms/doc/ACY-1287AFORFF.doc>
- 16.6 If the Central Registry Background Check specifies any disqualifying act and the person does not have a Central Registry exception, the person shall be prohibited from providing direct services to ADES clients.
- 16.7 The Contractor shall maintain the Central Registry Background Check results and any related forms or documents in a confidential file for five (5) years after termination of the Contract. The Request for Search of Central Registry for Background is located at: <https://www.azdes.gov/opac>

Scope of Work, section 10.3.7, is replaced in its entirety with the following, effective October 1, 2013, complete the Self-Sufficiency Matrix for all case managed households in which a member of the household is 18 to 59 years of age, not disabled and not a full-time student, and is:

- Unemployed and seeking earned income; or
- Employed and seeking to reduce barriers to maintain earned income; or
- Employed and seeking increased earned income and/or employment benefits.

The results of the Self-Sufficiency Matrix shall be reported in Results Oriented Management and Accountability (ROMA), National Performance Indicators (NPI's), goal one.

CONTRACT SERVICE: Case Management (CMG-CAP)

Agency: Pima County Community Action Agency

Contract Period: 07/01/2013 - 06/30/2014

Attachment A

1. **PERSONNEL**

Number of Positions	FTE Level	Position Title	Total Salary for Contract Period	TOTAL SERVICE COST	DES COST
1	1	Sr. Adm Service Mgr	82,015	\$4,101	\$4,101
1	1	Community Services Mgr	70,587	\$7,059	\$7,059
2	1	Program Coordinator	88,973	\$35,589	\$35,589
1	1	Principal Finance Acct	57,746	\$11,549	\$11,549
1	1	Acctg Sup Spec-Sr	31,986	\$7,997	\$7,997
1	1	Acctg Sup Spec	28,500	\$25,650	\$25,650
2	1	Intake Specialist	62,024	\$33,848	\$33,848
1	1	Courier	20,800	\$832	\$832
1	1	Information Systems Tech	41,621	\$1,249	\$1,249
1	1	Intake Specialist	27,310	\$6,828	\$6,828
TOTAL PERSONNEL				\$134,702	\$134,702

2. **EMPLOYEE RELATED EXPENSES**

ITEM	BASIS	TOTAL COST	DES COST
FICA; Unemployment Ins; Workmen's Comp; Retirement; Health Ins; Dental Ins; Life Ins	33.53% of Total Personnel Service Cost	\$45,166	\$45,166
TOTAL EMPLOYEE RELATED EXPENSES		\$45,166	\$45,166

3. **PROFESSIONAL AND OUTSIDE SERVICES**

ITEM	BASIS	TOTAL COST	DES COST
Translation Professional Services	\$25/hr x 10 Hrs approx	\$250	\$250
Case Management GF 3315205	To be Contracted	\$50,000	\$0
Case Management to be contracted	Contracted direct service	\$118,207	\$118,207
TOTAL PROFESSIONAL AND OUTSIDE SERVICES		\$168,457	\$118,457

4. **TRAVEL**

ITEM	BASIS	TOTAL COST	DES COST
Motor Pool Allocation	\$80 /mo x 12 mos.	\$960	\$960
TOTAL TRAVEL		\$960	\$960

5. **SPACE**

ITEM	BASIS	TOTAL COST	DES COST
Space Cost	\$938.92/mo x 12 mos.	\$11,267	\$11,267
TOTAL SPACE		\$11,267	\$11,267

6. **EQUIPMENT**

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
TOTAL EQUIPMENT		\$0	\$0

7. **MATERIALS & SUPPLIES**

ITEM	BASIS	TOTAL COST	DES COST
Office Supplies	\$125/mo x 12 mos	\$1,500	\$1,500
Software	\$330 x 0 computers	\$0	\$0
Small Tools		\$0	\$0
Postage	\$0/mo x 12 mos	\$0	\$0
Printing/Duplicating	\$86/ea x 3	\$258	\$258
TOTAL MATERIALS AND SUPPLIES		\$1,758	\$1,758

8.	OPERATING SERVICES		TOTAL	DES
	ITEM	BASIS	COST	COST
	Telephone	\$310/mo x 12 mos (Base rate for 6 phones + LD)	\$3,720	\$3,720
	Staff Education	\$0/ea x 0 Prof Seminars	\$0	\$0
	Copier/Fax maintenance	\$5/mo x 12 months	\$60	\$60
	TOTAL OPERATING EXPENSES		\$3,780	\$3,780

9.	INDIRECT COSTS		TOTAL	DES
	ITEM	BASIS	COST	COST
	Indirect Costs		\$0	\$0
	TOTAL INDIRECT COSTS		\$0	\$0

10.	SUBTOTAL ADMIN COST		\$366,090	\$316,090
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11.	VOUCHERS		TOTAL	DES
	ITEM		COST	COST
	TANF - 49		\$371,569	\$371,569
	LIHEAP - 77		\$849,874	\$849,874
	NHN - 70		\$1,949	\$1,949
	EEIP		\$109,248	\$0
	TOTAL VOUCHERS		\$1,332,640	\$1,223,392

12.	TOTAL SERVICE COST/DES TOTAL COST:		\$1,698,730	\$1,539,482
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		REVENUE SOURCES:		
Admin	LIHEAP ADMIN	\$57,257	\$57,257	
Vouchers	LIHEAP 77	\$849,874	\$849,874	
Admin	LIHEAP A16 ADMIN	\$57,329	\$57,329	
Vouchers	NHN	\$1,949	\$1,949	
Admin	Qwest	\$15,894	\$15,894	
Services	TANF 49	\$185,610	\$185,610	
Vouchers	TANF 49	\$371,569	\$371,569	
	EEIP GF	\$109,248		
	CASE MGT GF	\$50,000		
	TOTAL REVENUE:	\$1,698,730	\$1,539,482	

CONTRACT SERVICE: Community Services (CSV-CAP)

Agency: Pima County Community Action Agency

Contract Period: 07/01/2013 - 06/30/2014

Attachment B

1. **PERSONNEL**

Number of Positions	FTE Level	Position Title	Total Salary for Contract Period	TOTAL SERVICE COST	DES COST
1	1	Sr. Adm Service Mgr	82,015	\$4,101	\$4,101
1	1	Community Services Mgr	70,587	\$28,235	\$28,235
2	1	Program Coordinator	88,973	\$53,384	\$53,384
1	1	Principal Finance Acct	57,746	\$5,775	\$5,775
1	1	Acctg Sup Spec-Sr	31,986	\$1,599	\$1,599
1	1	Acctg Sup Spec	28,500	\$2,850	\$2,850
1	1	Intake Specialist	28,363	\$11,345	\$11,345
2	1	Office Support II	44,986	\$44,986	\$44,986
1	1	Courier	20,800	\$416	\$416
1	1	Information Systems Tech	41,621	\$4,162	\$4,162
1	1	Admin Support Svcs Mgr	63,535	\$1,906	\$1,906
TOTAL PERSONNEL				\$158,759	\$158,759

2. **EMPLOYEE RELATED EXPENSES**

ITEM	BASIS	TOTAL COST	DES COST
FICA; Unemployment Ins; Workmen's Comp; Retirement; Health Ins; Dental Ins; Life Ins	28.93% of Total Personnel Service Cost	\$45,929	\$45,929
TOTAL EMPLOYEE RELATED EXPENSES		\$45,929	\$45,929

3. **PROFESSIONAL AND OUTSIDE SERVICES**

ITEM	BASIS	TOTAL COST	DES COST
Subcontractor contracted		\$2,275	\$2,275
Current Amount to be contracted		\$287,102	\$287,102
FY 12-13 Carryover available (minus contracted shortage)			\$0
TOTAL PROFESSIONAL AND OUTSIDE SERVICES		\$289,377	\$289,377

4. **TRAVEL**

ITEM	BASIS	TOTAL COST	DES COST
Motor Pool Allocation	\$90 /mo x 12 mos.	\$1,080	\$1,080
Per Diem	\$39/day x 12 days x 1 staff	\$468	\$468
Hotel	\$160/day x 6 days x 1 staff	\$960	\$960
In State Conferences	10 staff x 1 ACA/NCAF conferences @ \$742.80 ea	\$7,428	\$7,428
Out-of-State Travel	2 staff x 1 Out of State conferences @ \$1402 ea	\$2,804	\$2,804
TOTAL TRAVEL		\$12,740	\$12,740

5. **SPACE**

ITEM	BASIS	TOTAL COST	DES COST
Space Cost	\$663.25/mo x 12 mos.	\$7,959	\$7,959
TOTAL SPACE		\$7,959	\$7,959

6. **EQUIPMENT**

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
TOTAL EQUIPMENT		\$0	\$0

7.	<u>MATERIALS & SUPPLIES</u>		TOTAL	DES
	ITEM	BASIS	COST	COST
	Office Supplies	\$100/mo x 12mos	\$1,200	\$1,200
	Software	\$330 x 0 computers	\$0	\$0
	Small Tools	printer, monitor	\$400	\$400
	Postage	\$675/mo x 12 mos	\$8,100	\$8,100
	Printing/Duplicating	\$40/mo x 12 mos	\$480	\$480
	TOTAL MATERIALS AND SUPPLIES		\$10,180	\$10,180

8.	<u>OPERATING SERVICES</u>		TOTAL	DES
	ITEM	BASIS	COST	COST
	Books & Subscriptions	\$100/yr (Mgmt Training bulletin subscription; Staff Educ books)	\$100	\$100
	Telephone	\$404/mo x 12 mos (Base rate for 8 phones + LD)	\$4,848	\$4,848
	Legal Notices	(RFP notice in 0 Tucson newspaper)	\$0	\$0
	Dues/Memberships	NACAA @ \$1350; ACAA @ \$300	\$1,650	\$1,650
	Investigative Svcs	\$58/ea x 2 (fingerprint cards)	\$116	\$116
	Staff Education	\$597/CrHr x 3 CrHr & \$100 x 3(ASU, U of A, Pima Coll; seminars)	\$0	\$0
	Copier/Fax maintenance	\$9/mo x 12 mos	\$108	\$108
	TOTAL OPERATING EXPENSES		\$6,822	\$6,822

9.	<u>INDIRECT COSTS</u>		TOTAL	DES
	ITEM	BASIS	COST	COST
	Indirect Costs		\$0	\$0
	TOTAL INDIRECT COSTS		\$0	\$0

10.	SUBTOTAL ADMIN COST		\$531,766	\$531,766
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11.	<u>VOUCHERS</u>		TOTAL	DES
	ITEM	BASIS	COST	COST
	Direct Assistance		\$224,635	\$224,635
	TOTAL VOUCHERS		\$224,635	\$224,635

12.	TOTAL SERVICE COST/DES TOTAL COST:		\$756,401	\$756,401
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<u>REVENUE SOURCES</u>			
DES-CSA	\$477,659	\$477,659	
DES-CSA-Carryover	\$54,107	\$54,107	
VOUCHERS	\$224,635	\$224,635	
TOTAL REVENUE:	\$756,401	\$756,401	