



**Intergovernmental Agreement
CONTRACT AMENDMENT**

1. CONTRACTOR (Name and address) City of Glendale 5850 W. Glendale Ave. Glendale, AZ 85301	2. CONTRACT ID NUMBER DE111089001
	3. AMENDMENT NUMBER Four (4)

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, 2011 through June 30, 2012:

The reimbursement ceiling for the service Case Management is increased from \$1,097,703 to \$1,440,534. This is an increase of \$342,831, which includes \$259,043 "Carry Forward" funding. The carry forward funding is not added to the cumulative reimbursement ceiling.

The reimbursement ceiling for the service Community Services is increased from \$189,494 to \$209,367. This is an increase of \$19,873, which includes \$16,760 "Carry Forward" funding. The carry forward funding is not added to the cumulative reimbursement ceiling.

The cumulative reimbursement ceiling for the contract period July 1, 2010 through June 30, 2015 is \$2,827,197.

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:

Terms and Conditions, section 4.5, delete and replace the original with the following:

"Equipment" means all vehicles, furniture, machinery, electronic data processing (EDP) equipment, software and all other equipment costing \$5,000.00 or more, including all normal and necessary expenses incurred to make the equipment ready for its intended use (e.g., taxes, freight, installation, assembly and testing charges, etc.), and with a useful life of greater than one year. Equipment as used herein does not include real property (e.g., land, buildings, structures, or facilities' improvements).

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	7. NAME OF CONTRACTOR CITY OF GLENDALE
SIGNATURE OF AUTHORIZED INDIVIDUAL <i>Elizabeth G. Csaki</i>	SIGNATURE OF AUTHORIZED INDIVIDUAL <i>Horatio Skeete</i>
TYPED NAME Elizabeth G. Csaki, CPPB	TYPED NAME Assistant City Manager
TITLE Contract Administration Procurement Manager	TITLE November 23, 2011
DATE 12/8/2011	DATE

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: *Bonnie M. DeHaven*
Assistant Attorney General

Date: 12/6/11

By: *[Signature]*
Public Agency Legal Counsel

Date: 11-23-11
ATTEST:
[Signature]
City Clerk

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Case Management

NAME: City of Glendale-Community Action Program

CONTRACT PERIOD: 07/01/2011-06/30/2012

* A= % Administrative Functions
* D= % Direct Service Functions

1. PERSONNEL							
Number of Positions	FTE Level	Position Title	Total Salary for the Contract Period	% Allocated Service A* + D*= Total	Total Cost	DES Cost	
1	1.00	Community Eligibility Specialist (State)	\$58,629	0%+100%=100	\$58,629	\$58,629	
1	1.00	Community Eligibility Representative (State)	\$32,286	0%+100%=100	\$32,286	\$32,286	
1	1.00	Community Eligibility Representative (State)	\$31,364	0%+100%=100	\$31,364	\$31,364	
1	0.50	Community Eligibility Representative (State)	\$16,392	0%+100%=100	\$16,392	\$16,392	
1	0.50	Customer Assistance Representative (State)	\$12,844	0%+100%=100	\$12,844	\$12,844	
1	0.50	HPRP-Community Eligibility Rep. (COG)	\$10,260	0%+100%=100	\$10,260	\$0	
1	0.50	Community Eligibility Rep. Part-time (State)	\$7,410	0%+100%=100	\$7,410	\$7,410	
		<i>Furlough Deduction 2.5% (FTE)</i>			<i>-\$3,057</i>	<i>-\$3,057</i>	
TOTAL:					\$166,128	\$155,868	
2. EMPLOYEE RELATED EXPENSES							
	ITEM		BASIS		Total Cost	DES Cost	
	Various fringe benefits		(Average: 36.1997% of \$166,128) (\$785 of total cost=ERE for HPRP position)		\$60,138	\$59,353	
TOTAL:					\$60,138	\$59,353	
3. PROFESSIONAL AND OUTSIDE SERVICES							
	ITEM		BASIS		Total Cost	DES Cost	
	Security Service Charges		\$1,891.67/month 12 mos.		\$22,700	\$0	
	Temporary Employment Charges		Temporary Staff Support with outside vendor		\$40,467	\$40,467	
TOTAL:					\$63,167	\$40,467	
4. TRAVEL							
	ITEM		BASIS		Total Cost	DES Cost	
	Motor Pool Vehicles		CAP Estimated miles/yr = 2,570 (Motor Pool is not being charged at this time)		\$0	\$0	
TOTAL:					\$0	\$0	
5. SPACE							
	ITEM		BASIS		Total Cost	DES Cost	
	Office Space		Rent, Electricity & Refuse - \$6,405.75/mo x 12 mos.		\$76,869	\$0	
TOTAL:					\$76,869	\$0	
6. EQUIPMENT							
	ITEM		BASIS		Total Cost	DES Cost	
	Computer Charges		PC/Tech Replacement (as computers need replacement)		\$3,939	\$0	
TOTAL:					\$3,939	\$0	
7. MATERIALS AND SUPPLIES							
	ITEM		BASIS		Total Cost	DES Cost	
	General Office Supplies		\$529.42/month 12 mos.		\$6,353	\$4,657	
	Postage/Duplicating		\$41.66/month 12 mos.		\$500	\$0	
TOTAL:					\$6,853	\$4,657	
8. OPERATING EXPENSES							
	ITEM		BASIS		Total Cost	DES Cost	
	Member Dues		ACAA Annual Membership \$400 & ACAA Conference \$150 X 7		\$1,450	\$1,450	
	Telephone/Qwest Charges		\$2,170.42/month 12 mos.		\$26,045	\$0	
	Cell Phone Charges		\$33.333/month 12 mos.		\$400	\$0	
	Insurance Fire & Liability		\$27.42/month 12 mos.		\$329	\$0	
	Computer Maintenance		On-going maintenance of case management software (estimated \$680/12 months)		\$8,160	\$8,160	
TOTAL:					\$36,384	\$9,610	
9. INDIRECT COSTS							
	ITEM		BASIS		Total Cost	DES Cost	
	N/A				\$0	\$0	
TOTAL:					\$0	\$0	
10.	SUBTOTAL ADMIN COST				\$413,478	\$269,955	
11. VOUCHERS							

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Case Management

NAME: City of Glendale-Community Action Program

CONTRACT PERIOD: 07/01/2011-06/30/2012

ITEM	BASIS	Total	DES
		Cost	Cost
LIHEAP CONTINGENCY		\$25,396	\$25,396
LIHEAP		\$1,097,048	\$1,097,048
STCS		\$45,000	\$45,000
NHN		\$3,135	\$3,135
HPRP-City of Glendale		\$147,022	\$0
ACAA		\$200,960	\$0
TOTAL:		\$1,518,561	\$1,170,579

12. TOTAL SERVICE COST/DES TOTAL COST: \$1,932,039 \$1,440,534

REVENUE SOURCES:	TOTAL:	
DES-DAAS		\$1,440,534
ACAA		\$200,960
City of Glendale		\$132,478
City of Glendale HPRP grant		\$158,067
TOTAL REVENUE:		\$1,932,039

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Community Services

NAME: City of Glendale-Community Action Program

CONTRACT PERIOD: 07/01/2011-06/30/2012

* A= % Administrative Functions
* D= % Direct Service Functions

1. PERSONNEL

Number of Positions	FTE Level	Position Title	Total Salary for the Contract Period	% Allocated Service A* + D*= Total	Total Cost	DES Cost	
1	1.00	CAP Administrator (State)	\$74,605	100%+0%=100	\$74,605	\$74,605	
1	1.00	Management Assistant (State)	\$41,206	100%+0%=100	\$41,206	\$41,206	
1	1.00	Management Assistant (State)	\$41,206	100%+0%=100	\$41,206	\$41,206	
1	1.00	Customer Assist. Representative (State)	\$26,562	100%+0%=100	\$26,562	\$26,562	
1	1.00	Community Eligibility Rep. (State) <i>Furlough Deduction 2.5%</i>	\$15,600	100%+0%=100	\$15,600	\$15,600	
					TOTAL:	\$194,590	\$194,590

2. EMPLOYEE RELATED EXPENSES

ITEM	BASIS	Total Cost	DES Cost
Various fringe benefits	(Average: 35.4822% of \$194,590)	\$69,045	\$9,769
		TOTAL:	\$69,045

3. PROFESSIONAL AND OUTSIDE SERVICES

ITEM	BASIS	Total Cost	DES Cost
Temporary Employment Charges	Temporary staff support with outside vendor	\$2,464	\$2,464
Office Equipment	Includes maintenance contract on copier, printer and repairs for office equipment with outside vendor \$1,083.50 x Quarterly	\$4,334	\$0
		TOTAL:	\$6,798

4. TRAVEL

ITEM	BASIS	Total Cost	DES Cost
N/A		\$0	\$0
		TOTAL:	\$0

5. SPACE

ITEM	BASIS	Total Cost	DES Cost
N/A		\$0	\$0
		TOTAL:	\$0

6. EQUIPMENT

ITEM	BASIS	Total Cost	DES Cost
N/A		\$0	\$0
		TOTAL:	\$0

7. MATERIALS AND SUPPLIES

ITEM	BASIS	Total Cost	DES Cost
General Office Supplies	\$493.41 x 12 months	\$5,921	\$2,544
		TOTAL:	\$5,921

8. OPERATING EXPENSES

ITEM	BASIS	Total Cost	DES Cost
N/A		\$0	\$0
		TOTAL:	\$0

9. INDIRECT COSTS

ITEM	BASIS	Total Cost	DES Cost
N/A		\$0	\$0
		TOTAL:	\$0

10. SUBTOTAL ADMIN COST

\$276,354 \$209,367

11. VOUCHERS

ITEM	BASIS	Total Cost	DES Cost
N/A		\$0	\$0
		TOTAL:	\$0

12. TOTAL SERVICE COST/DES TOTAL COST: \$276,354 \$209,367

REVENUE SOURCES:	TOTAL:	DES
DES-DAAS	\$209,367	\$209,367
City of Glendale	\$66,987	
TOTAL REVENUE:	\$276,354	\$209,367