

**CITY CLERK
ORIGINAL**

**Intergovernmental Agreement
CONTRACT AMENDMENT**

1 CONTRACTOR (Name and address) City of Glendale 5850 W. Glendale Ave. Glendale, Arizona 85301	2 CONTRACT ID NUMBER DE111089001 <hr/> 3 AMENDMENT NUMBER Eight (8)
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4 THE PARTIES AGREE TO THE FOLLOWING AMENDMENT

Pursuant to the Terms and Conditions, Levels of Service section and Amendments or Modifications section, the purpose of this amendment is to:

Funding for the contract period July 1, 2012 through June 30, 2013:

The reimbursement ceiling for the service Case Management is increased from \$735,352 to \$764,086. This is an increase of \$28,734.

The cumulative reimbursement ceiling for the contract period July 1, 2010 through June 30, 2015 is \$3,776,774.

Therefore, the Itemized Service Budget for the service of Case Management (Attachment A) is revised and attached.

Delete and Replace:

Terms and Conditions, **Background Checks for Employment through the Central Registry**, section **16.0**, delete and replace the existing version with the following.

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

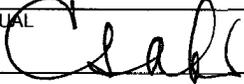
- 16.1** The provisions of A.R.S. § 8-804 (as may be amended) are hereby incorporated in its entirety as provisions of this Contract.
- 16.2** The Department will conduct Central Registry Background Checks and will use the information contained in the Central Registry as a factor to determine qualifications 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 if:
 - 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 of 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 Check is located at:

<https://www.azdes.gov/InternetFiles/InternetProgrammaticForms/doc/ACY-1288AFORFF.doc>

Replace: the existing Facility Location Chart with the attached Facility Location Chart.

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 	SIGNATURE OF AUTHORIZED INDIVIDUAL 
TYPED NAME Elizabeth G. Csaki, CPPB	TYPED NAME Horatio Skeete
TITLE Contract Administration Procurement Manager	TITLE Acting City Manager
DATE 3/6/2013	DATE February 13, 2013

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

By: 
Public Agency Legal Counsel

Date: 2/27/13

Date: 2/13/13

ATTEST:

City Clerk

CONTRACT SERVICE: Case Management

ITEMIZED SERVICE BUDGET

NAME: City of Glendale-Community Action Program

CONTRACT PERIOD: 07/01/2012-06/30/2013

Attachment A

* 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
		<i>Furlough Deduction 2.5% (FTE)</i>			<i>-\$3,057</i>	<i>-\$3,057</i>
TOTAL:					\$119,222	\$119,222

2. EMPLOYEE RELATED EXPENSES						
ITEM	BASIS			Total Cost	DES Cost	
Various fringe benefits	(Average: 44.7467% of \$119,222)			\$53,348	\$42,471	
TOTAL:				\$53,348	\$42,471	

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			\$13,307	\$13,307	
TOTAL:				\$36,007	\$13,307	

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

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Case Management

NAME: City of Glendale-Community Action Program

CONTRACT PERIOD: 07/01/2012-06/30/2013

	ITEM	BASIS	Total Cost	DES Cost
	Office Space	Rent, Electricity & Refuse - \$6,643/mo x 12 mos.	\$79,716	\$0
		TOTAL:	\$79,716	\$0
6.	<u>EQUIPMENT</u>			
	Computer Charges	PC/Tech Replacement (as computers need replacement)	\$3,191	\$0
		TOTAL:	\$3,191	\$0
7.	<u>MATERIALS AND SUPPLIES</u>			
	General Office Supplies	\$168.75/month 12 mos.	\$2,025	\$949
	Postage/Duplicating	\$29.58/month 12 mos.	\$355	\$0
		TOTAL:	\$2,380	\$949
8.	<u>OPERATING EXPENSES</u>			
	Member Dues	ACAA Annual Membership \$400 & ACAA Conference \$150 X 6	\$1,300	\$1,300
	Telephone/Qwest Charges	\$2,041.08/month 12 mos.	\$24,493	\$0
	Cell Phone Charges	\$35/month 12 mos.	\$420	\$0
	Insurance Fire & Liability	\$29.58/month 12 mos.	\$355	\$0
		TOTAL:	\$26,568	\$1,300
9.	<u>INDIRECT COSTS</u>			
	N/A		\$0	\$0
		TOTAL:	\$0	\$0
10.	SUBTOTAL ADMIN COST		\$320,432	\$177,249
11.	<u>VOUCHERS</u>			
			Total Cost	DES Cost

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Case Management

NAME: City of Glendale-Community Action Program

CONTRACT PERIOD: 07/01/2012-06/30/2013

LIHEAP	\$511,536	\$511,536
LIHEAP LLVG	\$28,734	\$28,734
STCS	\$45,000	\$45,000
NHN	\$1,567	\$1,567
City of Glendale-ESG	\$46,711	\$0
ACAA	\$65,009	\$0
TOTAL:	\$698,557	\$586,837

12.	TOTAL SERVICE COST/DES TOTAL COST: \$1,018,989 \$764,086
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REVENUE SOURCES:	TOTAL:		
DES-DAAS	\$764,086	\$764,086	
ACAA	\$65,009		
City of Glendale	\$143,183		
City of Glendale ESG	\$46,711		
TOTAL REVENUE:	\$1,018,989	\$764,086	

DE111089001
Amendment # 8

**City of Glendale-Community Action Program
Facility Location Chart**

**CITY OF GLENDALE
Community Action Program
FACILITY LOCATION CHART**

NAME OF FACILITY, ADDRESS, PHONE AND FAX NO. WHERE SERVICE(S) WILL BE PROVIDED	CONTRACT SERVICE	SUB	DAYS & HOURS OF OPERATION	GEOGRAPHIC COVERAGE
City of Glendale Community Action Program 5949 W Northern Avenue, Suite #205 Glendale, AZ 85301 623 930-2854 623 931-2141 FAX	Community Services/Case Management	N/A	Monday- Friday 8 a.m. – 5 p.m.	City Limits of Glendale

City of Glendale CAP will not be open on the holidays marked below:				
<input checked="" type="checkbox"/> New Year's Day	<input type="checkbox"/> Washington Birthday	<input checked="" type="checkbox"/> Memorial Day	<input type="checkbox"/> Rosh Hashanah	<input checked="" type="checkbox"/> Veteran's Day
<input checked="" type="checkbox"/> Martin Luther King JR's Birthday	<input checked="" type="checkbox"/> President's Day	<input checked="" type="checkbox"/> Independence Day	<input type="checkbox"/> Yom Kippur	<input checked="" type="checkbox"/> Thanksgiving Day
<input type="checkbox"/> Lincoln's Birthday	<input type="checkbox"/> Good Friday	<input checked="" type="checkbox"/> Labor Day	<input checked="" type="checkbox"/> Columbus Day	<input checked="" type="checkbox"/> Christmas Day
OTHER HOLIDAYS				
<input checked="" type="checkbox"/> Day After Thanksgiving	<input type="checkbox"/> Floating Holiday-	<input checked="" type="checkbox"/> ½ Day Before Christmas	<input checked="" type="checkbox"/> 4 hour-Holiday Special	<input type="checkbox"/> _____ (specify)