



# CONTRACT AMENDMENT

**ARIZONA DEPARTMENT OF HEALTH SERVICES**  
1740 W. Adams, Room 303  
Phoenix, Arizona 85007  
(602) 542-1040

Contract No: ADHS11-004700

Amendment No: 3

Procurement Specialist:  
Elena Beeman

## HIV Care Services

It is mutually agreed that the Contract referenced is amended as follows:

1. Effective October 1, 2012, the pricing for this Contract shall be revised to reflect the following changes:
  - 1.1 Personnel and Employee Related Expenses shall increase \$46,866.35 to reflect the new total amount of **\$96,953.58.**
  - 1.2 Professional and Outside Services shall remain **\$23,907.42.**
  - 1.3 Travel shall increase \$5,300.00 to reflect the new amount of **\$14,000.00.**
  - 1.4 Other Operating Expenses shall increase \$1,693.46 to reflect the new total amount of **\$3,386.46.**
  - 1.5 Indirect shall remain **\$4,441.54.**

The new Contract total is **\$142,689.00.** The revision is due to the Gila County is in need of more travel funds and the work load is consistent to request an additional employee.

**All other provisions shall remain in their entirety.**

Contractor hereby acknowledges receipt and acceptance of above amendment and that a signed copy must be filed with the Procurement Office before the effective date.

The above referenced Contract Amendment is hereby executed this \_\_\_\_\_ day of \_\_\_\_\_, 2012 at Phoenix, Arizona

\_\_\_\_\_  
Signature / Date

Authorized Signatory's Name and Title:

Tommie C. Martin, Chairman Board of Supervisors

Contractor's Name:

Gila County Health Department

Procurement Officer



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With prior written authorization from the ADHS Ryan White Program Manager, the Contractor may transfer funds among line items.

- Capital Outlay expenses are not allowed
- Indirect expenses are not allowed without an approved and current letter issued by HHS stating the indirect rate (must show proof)
- Direct expenses must be detailed in the budget narrative
- Food and beverage expenses are not allowed
- Out-of-State travel expenses are not allowed

The Items Tab in ProcureAZ will be revised and updated upon execution of this Contract Amendment Three (3).

2. Replace Attachment No. Eleven (11) Budget Justification and Narrative of the Contract with Budget Justification and Narrative of this Amendment.



**CONTRACT AMENDMENT**

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**ATTACHMENT 11  
BUDGET JUSTIFICATION AND NARRATIVE**

**Contract. NO. ADHS11-004700**

Offerors will provide information covering Personnel Services, Employee Related Expenses, Professional and Outside Services, Other Operating Expenses, and Travel in the tables below, for each separate service category proposed, as well as a detailed narrative covering each item listed in the tables. Administrative costs are those which are necessary for the logistical operation of the program, but are not directly related to the delivery of the services provided. Quality Management costs are those which are directly related to the programs clinical quality management activity, the program's participation in the Ryan White Part B statewide quality management program, or any data collection or reporting activity required for clinical quality management.

Gila County Ryan White Part B Line Item Budget  
Preparation

Amount Requested: 142,689.00

Line Item	Full Salary	FTE % for Program	Core Medical FTE	Core Medical \$	Support Services FTE	Support Services \$	QM FTE	QM \$	Admin FTE	*Admin \$	Total \$
<b>Personnel Services</b>											
Mel Benedetto	35,412.52	.95	.50	17,706.26	.45	15,935.63					33,641.89
New MCM	33,716.80	1	.50	16,858.40	.50	16,858.40					33,716.80
Accounting Clerk	33,250.00	.01							.01	3,325.00	3,325.00
<b>Sub-total Personnel</b>	102,379.32										<b>\$70,683.69</b>
<b>Fringe</b>											
<b>Employee Related Expenses (ERE)</b>											
Medical Case Manager	13,810.88	.95	.50	6,905.44	.45	6,214.90					<b>\$13,120.34</b>
Medical Case Manager	13,149.55	1	.50	6,574.78		6,574.78					<b>\$13,149.55</b>
<b>Sub-total ERE</b>											
<b>Travel</b>				7,000.00		7,000.00					<b>\$14,000.00</b>
<b>Sub-total Travel</b>											
<b>Other Operating Expense</b>				493.00		493.46					<b>\$986.46</b>

