

**Intergovernmental Agreement
CONTRACT AMENDMENT**

<p>1. CONTRACTOR <i>(Name and address)</i></p> <p>Gila County Division of Health and Community Services 5515 S. Apache Ave., Suite 200 Globe, Arizona 85501</p>	<p>2. CONTRACT ID NUMBER DE111073001</p> <hr/> <p>3. AMENDMENT NUMBER Seven (7)</p>
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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 \$403,042 to \$410,977. This is an increase of \$7,935.

The cumulative reimbursement ceiling for the contract period July 1, 2010 through June 30, 2015 is \$1,826,751.13.

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>

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
Gila County Division of Health and Community Services

SIGNATURE OF AUTHORIZED INDIVIDUAL

Elizabeth G. Csaki

SIGNATURE OF AUTHORIZED INDIVIDUAL

Tommie C. Martin

TYPED NAME
Elizabeth G. Csaki, CPPB

TYPED NAME
Tommie C. Martin

TITLE
Contract Administration Procurement Manager

TITLE
Chairman, Gila County Board of Supervisors

DATE
2/15/2013

DATE
1/22/13

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: *Barbara M. Behren*
Assistant Attorney General

By: *Bryan B. Chambers*
Public Agency Legal Counsel
Bryan B. Chambers
Chief Deputy County Attorney

Date: 2/14/13

Date: 1-22-2013

ITEMIZED SERVICE BUDGET
FOR CONTRACT SERVICE: Case Management
PROVIDER NAME: Gila County Community Action Program
CONTRACT PERIOD: 7-01-12 TO 6-30-13

1 PERSONNEL

Number of Positions	FTE Level	Position Title	Salary for Contract Period	% Allocated to Service A+ D = Total	Total Service Cost	DES Cost
1	1	Divisional Fiscal Manager	\$53,893	50%+0=50%	50% \$ 26,947	\$ 26,947
1	1	Divisional Accountant	\$35,413	50%+0=50%	50% \$ 17,707	\$ 8,853
1	1	Program Manager	\$47,632	25%+25=50%	50% \$ 23,816	\$ 11,908
1	1	Case Manager	\$30,534	0%+50%=50%	50% \$ 15,267	\$ 15,267
1	1	Case Manager	\$32,094	0%+50%=50%	50% \$ 16,047	\$ 16,047
1	1	Clerk	\$32,885	0%+50%=50%	50% \$ 16,443	\$ 8,221
TOTAL PERSONNEL COST:					\$ 116,227	\$ 87,243

2 EMPLOYEE RELATED EXPENSES

Item	Basis	Service Cost	DES Cost
Health Insurance	\$595.83 per mo. x 12 mo. X 3 @ 25%	\$ 5,362	\$ 5,362
	\$595.83 per mo. x 12 mo. X 3 @ 50%	\$ 10,725	\$ 10,725
FICA	0.0765 X \$116,227	\$ 8,891	\$ 4,446
Workman's Comp	0.003 X \$116,227	\$ 349	\$ 174
Retirement	0.1115 X \$116,227	\$ 12,959	\$ 6,480
TOTAL ERE COST:		\$ 38,286	\$ 27,187

3 PROFESSIONAL AND OUTSIDE SERVICES

Item	Basis	Service Cost	DES Cost
N/A		\$ -	\$ -
TOTAL PROF & OUTSIDE COSTS:		\$ -	\$ -

4 TRAVEL

Item	Basis	Service Cost	DES Cost
Gas/Vehicles/Maint	\$500 per month x 12 months	\$ 6,000	\$ 4,500
Per Diem	\$25 per day for 20 days for 5 FTE's / Board Members	\$ 2,500	\$ 1,625
TOTAL TRAVEL COSTS:		\$ 8,500	\$ 6,125

5 SPACE

Item	Basis	Service Cost	DES Cost
Rent - Globe Office	Rent \$1,673 monthly X 12 months (Includes electricity, cleaning, water, etc.)	\$ 20,076	\$ 10,038
Sparkletts/Other Space Expense	\$100 x 12 months	\$ 1,200	\$ 600
TOTAL SPACE COSTS:		\$ 21,276	\$ 10,638

6 EQUIPMENT

Item	Basis	Service Cost	DES Cost
N/A			
		\$ -	\$ -
TOTAL EQUIPMENT COSTS:		\$ -	\$ -

7 MATERIALS & SUPPLIES

Item	Basis	Service Cost	DES Cost
General Office Supplies	\$200 per month x 6 FTE's x 12 months	\$ 14,400	\$ 5,406
Postage	\$250 per month x 12 months	\$ 3,000	\$ 1,500
TOTAL MAT & SUPP COSTS:		\$ 17,400	\$ 6,906

8 OPERATING SERVICES

Item	Basis	Service Cost	DES Cost
Staff Training & Registration	\$1000 for training sessions for 4 FTE's (includes hotel, registration)	\$ 4,000	\$ 4,000
Advisory Board Quarterly Meetings	Registrations and meals	\$ 1,665	\$ 1,665
Local Fax, 800 Line, Phone Line & Service	\$1,713.30 x 12 months		
Maintenance, Leases Agreements & Memberships/Dues		\$ 20,560	\$ 10,280
TOTAL OPERATING SERVICE COSTS:		\$ 26,225	\$ 15,945

9 INDIRECT COSTS

Item	Basis	Service Cost	DES Cost
N/A		\$ -	\$ -
TOTAL INDIRECT COSTS:		\$ -	\$ -

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SUBTOTAL ADMINISTRATIVE COSTS:

\$ 227,914 \$ 154,044

11 VOUCHERS

Item			Service Cost	DES Cost
1	LIHEAP	77	\$ 218,565	\$ 218,565
2	LIHCON	78	\$ -	\$ -
3	LLVG		\$ 7,935	\$ 7,935
4	NHN	70	\$ 433	\$ 433
5	TANF	49	\$ 30,000	\$ 30,000
6	ESG	17	\$ -	\$ -
TOTAL VOUCHER COSTS:			\$ 256,933	\$ 256,933

12	TOTAL COSTS:		\$ 484,847	\$ 410,977
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REVENUE SOURCES:

DES Case Mgt.	\$ 410,977	\$ 410,977
Gila County	\$ 73,870	
TOTAL REVENUE:	\$ 484,847	\$ 410,977
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4/10/2012

Revised 12/10/2012