

ARLINGTON COUNTY, VIRGINIA

**AGREEMENT NO. 19-071-1-RFP-LW
AMENDMENT NUMBER 15**

This Amendment Number 15 is made on the date of execution and amends Agreement Number 19-071-1-RFP-LW, (“Main Agreement”) dated December 5, 2019 between PathForward, Inc. (“Contractor”) and the County Board of Arlington County, Virginia (“County”).

The County and the Contractor agree to amend the Main Agreement as follows:

1. REVISE PARAGRAPH 5. CONTRACT AMOUNT, TO ADD THE FOLLOWING:

The County will provide up to \$12,310.83 per month for a Quality Management Analyst for the period of November 1, 2023 to December 31, 2024.

The Contractor must submit monthly reimbursement invoices for the Quality Management Analyst no later than the 15th day of each month for the preceding month County’s Project Officer, who will either approve the invoice or require corrections. The final reimbursement invoice must be sent no later than January 15, 2025. Reimbursement invoices must be accompanied by supporting documentation including payroll & GL reports.

2. REVISE EXHIBIT A. SCOPE OF SERVICES, SECTION 1, GENERAL REQUIREMENTS TO ADD THE FOLLOWING:

M. Quality Management Analyst

Provide a full-time Quality Management Analyst starting November 1, 2023. The Analyst will support the County’s Economic Independence Division (EID) for 32 hours per week and the Contractor for 8 hours per week. This position will lead quality improvement initiatives, data analysis, and external reporting for programs managed by EID.

Duties and responsibilities include:

1. Streamlining program data collection and reporting efforts.
2. Designing and developing new data capture tools, visual dashboards, and data analysis processes to enable leadership to make data-informed decisions.
3. Partnering with managers to develop program performance measures, outcome measures, and methods to track and report data across all systems of record in EID.
4. Working with multiple users across various systems to ensure these users are trained in data entry requirements and to ensure that data entered is complete and accurate.
5. Partnering with Arlington County cross-divisional leadership teams to write and review policies.
6. Reviewing and recommending changes to business processes for efficiency and improved outcomes.

3. REVISE EXHIBIT B. CONTRACT PRICING, AS FOLLOWS

- Add Budget J, Quality Management Analyst Budget.

All other terms and conditions of the Main Agreement, as amended shall remain in full force and effect.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

PATHFORWARD, INC.

AUTHORIZED SIGNATURE: DocuSigned by:
Dr. Sharon T Lewis
89B86B1AD301462...

AUTHORIZED SIGNATURE: DocuSigned by:
Betsy Frantz
F80EA13E1B854EF...
Betsy Frantz

PRINT NAME: Dr. Sharon T Lewis
 Purchasing Agent

PRINT NAME: _____
President & CEO

TITLE: _____

TITLE: _____

DATE: 10/27/2023

DATE: 10/23/2023

REVISED EXHIBIT B

Budget J – Quality Management Analyst

	FTE	Annual Salary	Monthly Cost
Quality Management Analyst	1.0	\$ 115,000.00	\$ 9,583.33
Benefits		\$ 19,300.00	\$ 1,608.33
SUBTOTAL PERSONNEL		\$ 134,300.00	\$ 11,191.67
<i>Indirect Rate</i>			<i>10%</i>
Indirect Cost		\$ 13,430.00	\$ 1,119.17
GRAND TOTAL		\$ 147,730.00	\$ 12,310.83