

**ARLINGTON COUNTY, VIRGINIA**

**AGREEMENT NO. 19-071-1-RFP-LW  
AMENDMENT NUMBER 13**

This Amendment Number 13 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:

**I. ADD THE FOLLOWING TO PARAGRAPH 5. CONTRACT AMOUNT:**

The County will pay the Contractor \$11,697.40 for the period of 03/23/2023 to 03/31/2023 for Hotel Support Services, as reflected in the attached Revised Exhibit B.

The Contractor must submit a reimbursement invoice by April 30, 2023 to the County’s Project Officer, who will either approve the invoice or require corrections. The Hotel Support Services invoice must be accompanied by supporting documentation including, payroll reports, receipts, general ledger reports and any other documentation of costs incurred.

**II. REVISE EXHIBIT B, CONTRACT PRICING, AS FOLLOWS**

- Add Budget I, Hotel Support Services Budget.

**III. ADD THE FOLLOWING TO REVISED EXHIBIT A, SCOPE OF SERVICES, SECTION 1, GENERAL REQUIREMENTS:**

**L. Hotel Support Services**

In preparation for possible surge of shelter admissions starting on 3/23/2023 and through 3/31/2023, the Contractor must temporarily provide non-congregate shelter utilizing hotel capacity in coordination with DHS for approximately 10 persons experiencing homelessness at any given time. The County may extend sheltering services on a weekly basis by providing written notice to the Contractor by the Wednesday of the preceding week’s end.

Hotel services will be extended to Homeless Services Center (“HSC”) program participants in coordination with DHS Project Officer and Clinical Coordination Program (“CCP”). The Contractor must provide the following for all HSC guests staying at an area hotel:

- Transportation to and from the hotel
- Breakfast, lunch and dinner meals/day to all HSC guests
- Access to laundry services
- Access to daily, in-person and face-to-face contact and additional case management services
- As-needed wellness checks for all residents
- All program participants residing in the hotel will be noted on the daily shelter census provided to DHS

For all services rendered, the Contractor will follow all other Hypothermia and Unified Shelter Standard Operating Procedures found here:

<https://www.arlingtonva.us/Government/Departments/DHS/Public-Assistance/Homelessness/Resources-for-Partners/CoC-Policies-and-Protocols>.

The County will coordinate access to and pay for hotel rooms associated with this amendment.

M. Surge outreach capacity

In response to the coordinated response needed at the former Key Bridge Marriot site (1401 Lee Highway in Arlington) planned for the week of 3/20/2023, the Contractor will provide:

- 50 bagged meals for potential persons experiencing homelessness at this site
- Nursing and outreach personnel to respond to and coordinate access to shelter services, including hypothermia shelter
- Access to PathForward vans for transporting potential clients to needed services and/or HSC
- Additional staffing capacity to serve as standby for surge of hypothermia admissions on the day of the outreach event
- Additional outreach to the site leading up to and for 5 days after the outreach event to ensure any displaced persons experiencing homelessness can access services

The Contractor will identify primary points of contact at HSC and the Outreach team for the day of the response. The Contractor will coordinate with DHS and CCP for shelter admissions.

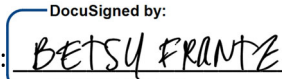
All other terms and conditions of the Main Agreement, as amended shall remain in full force and effect.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

PATHFORWARD, INC.

SIGNED:   
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SIGNED:   
3A8CCF479161432...

PRINT NAME: Cynthia Davis

PRINT NAME: BETSY FRANTZ

TITLE: Assistant Purchasing Agent

TITLE: President & CEO

DATE: 3/23/2023

DATE: 3/23/2023

## Budget I – Hotel Support Services Budget

<b>Line Item</b>	<b>Detailed Explanation</b>	<b>Cost</b>
Personnel	Shelter Monitor coverage for 24 hours per day x 7 days	\$ 7,734
Laundry		\$ 300
Food	10 clients at \$30/day per client x 7 days	\$ 2,100
Transporation		\$ 500
<b>Subtotal</b>		<b>\$ 10,634</b>
<i>Indirect Cost</i>	<i>10%</i>	<i>\$ 1,063.40</i>
<b>TOTAL</b>		<b>\$ 11,697.40</b>