

**ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201**

NOTICE OF CONTRACT AMENDMENT

Community Residences, Inc.
14160 Newbrook Drive
Chantilly, VA 20151

DATE ISSUED:

April 20,2020

CURRENT REFERENCE NO:

20-539-EPA

CONTRACT TITLE:

ADDITIONAL QMHP STAFFING
SUPPORT IN GROUP HOMES
AND THE ASSISTED LIVING
FACILITIES (ALF)

AMENDMENT NO:

1

**THIS IS A NOTICE OF AMENDMENT OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE
VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.**

The contract documents consist of the terms and conditions of AGREEMENT No. 20-539-EPA including any attachments or amendments thereto.

EFFECTIVE DATE: April 15, 2020

EXPIRES: October 31, 2020

RENEWALS: Renewal Option for 3 Months through January 31, 2021

COMMODITY CODE(S): 95200

LIVING WAGE: N

PROFESSIONAL SERVICES: N

ATTACHMENTS:

AMENDMENT NO. 1

EMPLOYEES NOT TO BENEFIT:

**NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE
GENERAL PUBLIC.**

VENDOR CONTACT: TERENCE HURLEY

VENDOR TEL. NO.:

(703) 842-2321

EMAIL ADDRESS: thurley@MyCRi.org

COUNTY CONTACT: Penelope Donovan, DHS, BHC

COUNTY TEL. NO.:

(703) 228-5018

COUNTY CONTACT EMAIL: pdonovan@arlingtonva.us

**ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 20-539-EPA**

AMENDMENT NUMBER 1

This **Amendment Number 1** ("Amendment") is made on July 1, 2020 and amends **Agreement Number 20-539-EPA** dated **April 20, 2020** ("Main Agreement") and made between **Community Residences, Inc., 14160 Newbrook Drive, Chantilly, VA 20151** ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the Contract Terms and Conditions and Exhibit A, Scope of Work under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

1. **Reference Clause 4.** The Contractor shall provide the goods or services covered by the Contract beginning on April 15, 2020. Unless terminated as provided below, the Agreement shall continue until June 30, 2020, is hereby replaced with:
 4. The Contractor shall provide the goods or services covered by the Contract beginning on April 15, 2020. Unless terminated as provided below, the Agreement shall continue until October 31, 2020. The County may elect to authorize continuation of the Agreement for an additional three (3) month period from November 1, 2020 to January 31, 2021.
2. **Reference Clause 5.** The County will pay the Contractor, for services or goods that the Project Officer accepts, up to \$18,594.06 each month of the contract term, up to the maximum amount of \$55,782.18, with payment to be made monthly, in accordance with Exhibit B. The County will pay the Contractor net 45 days from receipt of an invoice, that the Project Officer approves for payment, is hereby replaced with:
 5. The County will reimburse the Contractor, for services or goods that the Project Officer accepts, up to the maximum amount of \$ 111,564.36 for the contract period, with payments to be made monthly. The Contractor must submit a monthly invoice with supporting documentation by the 10th of the month. The County will pay the Contractor net 45 days from receipt of an invoice, that the Project Officer approves for payment.
3. **Reference Clause 27 is hereby deleted in its entirety and replaced as follows:**
 27. Notices will be effective when made in writing and either (a) delivered in person, (b) delivered to an overnight delivery service or (c) deposited in the United States mail, certified or registered. Notices should be addressed as follows:

TO THE CONTRACTOR:

Terence Hurley
Community Residences, Inc.
14160 Newbrook Drive
Chantilly, VA 20151
Email: thurley@MyCRi.org
Phone: (703) 842-2321

TO THE COUNTY:

Penelope Donovan, Project Officer
Arlington County, Virginia
2120 Washington Boulevard
Arlington Virginia 22204
Phone: (703) 228-5018
Email: pdonovan@arlingtonva.us

AND

Sharon T. Lewis, LL.M, MPS, VCO, CPPB
Purchasing Agent
Arlington County, Virginia
2100 Clarendon Boulevard, Suite 500
Arlington, Virginia 22201

TO COUNTY MANAGER'S OFFICE (FOR PROJECT CLAIMS):

Mark Schwartz, County Manager
Arlington County, Virginia
2100 Clarendon Boulevard, Suite 318
Arlington, Virginia 22201

4. **Incorporation of Limited English Proficiency:** Clause Number 34. is hereby incorporated into the Contract Terms and Conditions as follows:
 34. The Contractor must comply with Executive Order 13166, Title VI of the Civil Rights Act of 1964 and make reasonable efforts to ensure that as part of the services that it provides, adequate communication services, including interpretation and translation, are available to persons who have limited English proficiency. If such services are not included in the Contract's scope of services and pricing, the Contractor will use a County-contracted service provider, and the County will make arrangements with a County-contracted service provider and pay the fees.
5. **Incorporation of Sexual Harassment Policy:** Clause Number 35. is hereby incorporated into the Contract Terms and Conditions as follows:
 35. If the Contractor employs more than five employees, the Contractor shall (i) provide annual training on the Contractor's sexual harassment policy to all supervisors and employees providing services in the Commonwealth, except such supervisors or employees that are required to complete sexual harassment training provided by the Department of Human Resource Management, and (ii) post the Contractor's sexual harassment policy in (a) a conspicuous public place in each building located in the Commonwealth that the Contractor owns or leases for business purposes and (b) the Contractor's employee handbook.
6. **EXHIBIT A, SCOPE OF WORK is hereby deleted in its entirety and replaced with the Revised Exhibit A, Scope of Work.**

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

DocuSigned by:
SIGNED: Jomeka D. Price
PRINT NAME: JOMEKA D. PRICE
TITLE: PROCUREMENT OFFICER
DATE: 8/18/2020

COMMUNITY RESIDENCIES, INC.

DocuSigned by:
SIGNED: Terrence Hurley
PRINT NAME: TERRENCE HURLEY
TITLE: VICE PRESIDENT
DATE: 8/18/2020

REVISED EXHIBIT A
SCOPE OF WORK

The Contractor shall provide up to 120 hours per week of additional Qualified Mental Health Professional (QMHP) staffing support (Monday through Friday) in group homes and the Assisted Living Facilities (ALF) due to the COVID 19 pandemic. The goal is to support the day-to-day activities including providing greater oversight of the individuals living in the facilities and helping them to better enforce social distancing, increase sanitizing and house cleaning, provide support to better manage increased anxiety and symptomology related to loss of normal day-to-day activities.

Specifically, the Contractor shall provide QMHP staff to provide:

- Ongoing support to the day to day needs of the individuals receiving services in all settings, as assigned, along with the added responsibilities that are inherit, expected and necessary to safely and prudently manage and mitigate risk at all levels related to this pandemic.
- Support the client in addressing increased needs and symptoms.
- Provide skills training, education, supports and modeling related to social distancing (in the home).
- Activities of daily living (ADL) training including addressing the heightened need for hand washing, cleaning of personal spaces, and common spaces
- 1:1 and 2:1 staff/client ratio support.

The Contractor must operate in compliance with the following regulations:

- [QMHPs Licensure Regulations](#)
- [Arlington Zoning Requirements](#)
- [VA Standards for Licensed Assisted Living Facilities](#)
- [Rules and Regulations for licensing providers by DBHDS](#)