

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

NOTICE OF RENEWAL OF CONTRACT

TO: Community Systems INC. 8136 Old Keene Mill Road SUITE B-300 Springfield, VA 22152	DATE ISSUED: CONTRACT NO: CONTRACT TITLE:	August 12, 2014 518-12 RESIDENTIAL SUPPORT FOR INDIVIDUALS WITH INTELLECTUAL DISABILITIES
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THIS IS A NOTICE OF RENEWAL OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE
VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

This is your notice that the above referenced contract has been renewed. The contract term covered by this Notice of Renewal is effective JULY 1, 2014 and expires on JUNE 30, 2015.

This is the FOURTH year of a possible TEN year contract.

The contract documents consist of the terms and conditions of Agreement No. 518-12, including any exhibits, attached or amendments thereto.

CONTRACT PRICING:

1) REFER TO AMENDED EXHIBIT B. (ATTACHED)

EMPLOYEES NOT TO BENEFIT:

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

VENDOR CONTACT: <u>JAMES CAMPBELL</u>	TELEPHONE NO.:	<u>703-913-3150</u>
VENDOR PAYMENT TERMS: NET 30 DAYS		
EMAIL ADDRESS: <u>JCAMPBELL@CSI-VA.ORG</u>		
COUNTY CONTACT: <u>JENNIFER MCKINNEY</u>	TELEPHONE NO.:	<u>703-228-1717</u>

CONTRACT AUTHORIZATION

DISTRIBUTION

for Kyshna Kledor
Ivette Gonzalez, CPPB
Procurement Officer

8/12/2014
Date

VENDOR:

1

ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 518-12
AMENDMENT NUMBER 4

This Amendment Number 4 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 518-12 dated July 12, 2011 ("Main Agreement"), as amended by Amendment No. 1 through 3, and made between Community Systems, Inc. 10400 Eaton Place, Suite 501, Fairfax VA 22030 ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the contract amount and contract term to be paid 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:

A. THE "CONTRACT TERM" PARAGRAPH IS HEREBY DELETED IN ITS ENTIRETY AND THE FOLLOWING IS SUBSTITUTED THEREFORE:

The Work shall continue from July 1, 2014, and be completed no later than June 30, 2015 (Subsequent Contract Term"), subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance by the Contractor and with the concurrence of the Contractor, the County may authorize continued operations of the Contractor under the same contract unit prices for not more than six (6) additional twelve (12) month periods from July 1, 2015 to June 30, 2021 (Each such period shall be referred to as a "Subsequent Contract Term"). The Contract Amount and the hourly rate for each Subsequent Contract Term shall be in an amount mutually agreed upon but which will in no event exceed the funds appropriated for the service by the County Board of Arlington County. The total Contract Amount may be increased or decreased during the Initial and Subsequent Contract Terms if available funds exceed or, in the alternative, are not sufficient to maintain then current service levels.

B. EXHIBIT B SHALL BE DELETED IN ITS ENTIRETY AND REPLACED WITH THE ATTACHED AMENDED EXHIBIT B.

C. REFER TO REVISED TABLE 1 FOR RESIDENTIAL REPORTING REQUIREMENTS

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

COMMUNITY SYSTEMS, INC.

SIGNED
BY:

R. Warren
for

SIGNED
BY:

James Campbell

PRINT NAME RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 8/12/2014

PRINT NAME James Campbell FD
AND TITLE: FD
DATE: 8/12/2014

AGREEMENT NO. 518-12

AMENDED EXHIBIT B

CONTRACT RATES

The County will pay the Contractor up to the total amount of \$255,840.00 for the First Subsequent Contract Term for services delivered to up to **sixteen (16)** County clients in a variety of congregate residential settings:

- 1 person at 18th street North (group home) with housing assistance
- 4 persons at 5409 S. 3rd Street (County owned group home, no housing assistance)
- 11 persons in apartments throughout Arlington (no housing assistance)

Included is \$1,295.00 per month per client for up to **sixteen (16)** residents to cover costs not reimbursed by Medicaid Waiver funding (up to a maximum of \$248,640.00 per year), as well as up to \$600.00 per month per client for **one (1)** residents for housing assistance (up to a maximum of \$7,200.00 per year).

Clients receiving Congregate/Supervised Apartment Services do not receive Housing assistance through this contract, because they are recipients of housing grants through the Housing Grants Program.

The County will stop the monthly payments for discharged or attritioned County clients.

Clients are to pay no more than 30% of their income on housing and this must be reflected in their residential fee agreement. The current residential fee agreement must be received by Arlington County ID services in order for the contractor to bill for housing assistance.

An exception to this is made for individuals who receive Housing Grants and are responsible for paying 40% of their income on housing directly to the apartment complex.

Arlington County funds must be used in adherence to all Federal and Commonwealth of Virginia, Department of Medical Assistance Services regulations governing Home and Community-Based ID Medicaid Waiver Services.

TABLE 1: Reporting Requirements

<u>Report or Designated Product:</u>	<u>Copies Required:</u>	<u>Date Due or Frequency:</u>	<u>Designated County Staff</u>
A. Part V. Plan for Supports	1	Annually, 10 days following annual meeting	Project Officer
B. Person-Centered Reviews	1	Quarterly, 10 days after quarter ends	Project Officer
C. Incident Reports	1	Within 24 hrs for Serious incidents; All others within 5 business days	Project Officer
D. IDOLS Requests	1	Within 30 business days of start date	Support Coordinator
E. Physicians' Consultation Forms	1	Per Occurrence	Support Coordinator
F. Response to Referrals	1	Within 10 business days	Support Coordinator
G. Discharge Reports	1	Within 10 days of discharge	Support Coordinator
H. Annual Report	1	Upon request	Project Officer
I. Annual Audit	1	Annually prior to November 1	Project Officer
J. DBHDS Licensure Reports & Corrective Action Plans	1	Within 5 business days upon receipt	Project Officer
K. Policies & Procedures	1	Upon request	Project Officer
L. Other reports as deemed necessary	1	Upon request	Project Officer
M. Citizen Complaints	1	Next business day	Project Officer
N. Qualitative Outcome Data	1	August 31	Project Officer
O. Monthly/Quarterly Invoice	1	By the 10 th of the month	Project Officer
P. Monthly Data for In-home Services	1	By the 5 th of the month	Project Officer
Q. Personal Property Inventories (GH Residents Only)	1	Annually by July 31	Project Officer