



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

**AGREEMENT NO. 17-075-RFP-LW
AMENDMENT NUMBER 3**

This **Amendment Number 3** is made on the date of execution by the County and amends **Agreement Number 17-075-RFP-LW** ("Main Agreement") dated February 27, 2017, between **ServiceSource, 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. PURSUANT TO PARAGRAPH 4. CONTRACT TERM, THIS AGREEMENT IS HEREBY RENEWED FROM MARCH 1, 2024 TO FEBRUARY 28, 2025.**
- 2. PARAGRAPH 46. NOTICES IS REPLACED WITH THE FOLLOWING:**

46. NOTICES

Unless otherwise provided in writing, all legal notices and other communications required by this Contract are deemed to have been given when either (a) delivered in person; (b) delivered by an agent, such as a delivery service; or (c) deposited in the United States mail, postage prepaid, certified, or registered and addressed as follows:

TO THE CONTRACTOR:

Brenda Richardson, Executive Director
ServiceSource, Inc.
10467 White Granite Drive
Oakton, VA 22124
Phone: (703) 461-1197
Email: Brenda.richardson@servicesource.org

TO THE COUNTY:

La Voyce Reid, Project Officer
Arlington County, VA
2100 Washington Blvd 4th Floor ADSD
Arlington VA 22204
Phone: (703) 228-1731
Email: lreid@arlingtonva.us

AND

Dr. Sharon T. Lewis, LL.M, MPS, VCO, CPPB
Purchasing Agent
Arlington County, Virginia
2100 Clarendon Boulevard, Suite 500
Arlington, Virginia 22201
Phone: (703) 228-3294
Email: slewis1@arlingtonva.us

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

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

- 3. REMOVE PARAGRAPH 53. COVID-19 VACCINATION POLICY FOR CONTRACTORS.**
- 4. REMOVE EXHIBIT H: CONTRACTOR COVID-19 VACCINATION CERTIFICATION**
- 5. REMOVE EXHIBIT I: CONTRACTOR COVID-19 VACCINATION QUARTERLY COMPLIANCE CERTIFICATION.**

All other terms and conditions of the Main Agreement remain in effect.

WITNESS THESE SIGNATURES:


THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

SERVICESTOURCE, INC.

PRINT: Meloni Hurley

PRINT: Brenda Richardson

SIGNATURE:  Meloni Hurley
DocuSigned by:
534895882496484...

SIGNATURE:  Brenda Richardson
DocuSigned by:
F988A8A6CE064D6...

TITLE: Assistant Purchasing Agent

TITLE: Executive Director

DATE: 1/17/2024

DATE: 1/12/2024

EXHIBIT B: CONTRACT PRICING
March 1, 2024 through February 28, 2025

REVENUE						
Type of Service	Funding Source	Rate	Units	Utilization	Number of	Revised Annual Revenue
Medicaid Group Day -Tier 2	Medicaid	\$19.60	6	80.70%	8	\$185,338
Medicaid Group Day -Tier 3	Medicaid	\$23.17	6	80.70%	1	\$28,360
ARL CSB Day Support	ARL ID	\$139.83	1	80.70%	4	\$66,274
Medicaid DD Waiver Group Day – Tier 2	Medicaid	\$19.60	6	80.70%	1	\$5,429
Charitable Contributions				0%	0	\$20,000
TOTAL			13		14	\$305,401

EXPENSES						
<i>Personnel</i>						
Job Title	No. of Employees	% of Time Dedicated	Annual Salary	Annual Fringe	Annual Cost	
		CIC				
1 Weaver Program Manager	1	100%	\$91,973	\$29,431	\$121,404	
2 Assistant Program Manager	1	100%	\$54,949	\$18,385	\$72,553	
3 Community Integration Specialist	5	100%	\$221,325	\$52,308	\$292,149	
4 Marketing & Sales Specialist	0.75	100%	\$45,655	\$14,573	\$60,265	
					\$546,371.00	

Other Staff Related expenses			Annual Cost
1	Art (weaving) Therapist - consultant		\$4,161
2	Behavior Therapist - consultant		\$6,241
3	Speech Therapist - consultant		\$6,202
Totals			\$16,604.00

Supplies			Annual Cost
1	Facility Expense (cleaning supplies, paper products, gloves, first aid, medical, other)		\$4,190
2	Textile Supplies		\$67,538
3	Consumable Supplies		\$4,824
4	Office Supplies		\$965
5	Cellular Supplies		\$4,576
Total			\$82,093.00

Equipment		Annual Cost
1	Laptops, Portable Printers (3 Year Life)	\$2,093
2	Cell Phone (3 Year Life)	\$185
Totals		\$2,278.00

Transportation			
Vehicle	Vehicle Type	Vehicle Year	Annual Cost
1	Toyota Sienna	2020	\$7,628
2	Toyota Sienna	2017	\$0
		Totals	\$7,628.00

Other Transportation costs		Annual Cost
1	Vehicle Travel (gas, oil, tolls, parking) Added second fully amortized vehicle	\$8,270
2	Vehicle Insurance	\$7,746
3	Vehicle GPS monitoring	\$1,323
4	Vehicle Maintenance	\$5,513
Total		\$22,852.00

Other Expenses		Annual Cost
1	Staff Training	\$5,779
2	Recreation and Community Outings	\$3,790
Total		\$9,569.00

Start Up Expenses	\$0
	Annual Cost
On-Going Operating Expenses	\$687,395
TOTAL EXPENSES	\$687,395
Projected annual funding needed (Total Expenses less Annual Revenue)	\$381,994

	Monthly	Annual
Budget for new contract term 3/1/2024 to 2/28/2025	\$31,832.83	\$381,994
2/28/2024 Current Funding	\$31,282.12	\$375,385.44
Variance	\$ 550.71	\$6,608.56