

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

NOTICE OF RENEWAL OF CONTRACT

TO: JOB DISCOVERY, INC. 10345A DEMOCRACY LANE FAIRFAX, VA 22030	DATE ISSUED:	July 11, 2014
	CONTRACT NO:	516-12
	CONTRACT TITLE:	RESIDENTIAL SUPPORT SERVICES FOR INDIVIDUALS WITH IDD

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. 516-12, including any exhibits, attached or amendments thereto.

CONTRACT PRICING:

1) REFER TO EXHIBIT B OF AMENDMENT 3 (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: PATRICIA VINSON TELEPHONE NO.: 703-385-0041  
EMAIL ADDRESS: PAT@JOBDISCOVERY.ORG  
VENDOR PAYMENT TERMS: NET 30 DAYS

COUNTY CONTACT: JENNIFER MCKINNEY TELEPHONE NO.: 703-228-1717

CONTRACT AUTHORIZATION

DISTRIBUTION

  
Ivette Gonzalez, CPPE  
Procurement Officer

7/11/14  
Date

VENDOR: 1

**ARLINGTON COUNTY, VIRGINIA  
AGREEMENT NO. 516-12  
AMENDMENT NUMBER 3**

This Amendment Number 3 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 516-12 dated August 8, 2011 ("Main Agreement"), as amended by Amendment No. 1 and 2, and made between **Job Discovery, Inc.** ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the contract term and the contract amount 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. REVISED THE CONTRACT TERM AND PARAGRAPH TO READ AS FOLLOWS:**

The Work shall continue from July 1, 2014, and be completed no later than June 30, 2015 ("Third 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 seven (7) additional twelve (12) month periods from July 1, 2014 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 A SECTION VI (REPORTING REQUIREMENTS) IS DELETED IN ITS ENTIRETY AND REPLACED WITH THE ATTACHED AMENDED SECTION VI (REPORTING REQUIREMENTS).**

**C. EXHIBIT B IS DELETED IN ITS ENTIRETY AND REPLACED WITH THE ATTACHED AMENDED EXHIBIT B.**

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

JOB DISCOVERY, INC.

SIGNED

BY:

PRINT NAME for RICHARD D. WARREN, JR.  
AND TITLE: PURCHASING AGENT

DATE:

7/11/12

SIGNED

BY:

PRINT NAME Patricia Vinson  
AND TITLE: PATRICIA VINSON, PRESIDENT

DATE:

July 2, 2014

AGREEMENT NO. 516-12  
AMENDED EXHIBIT B

CONTRACT RATES

The County will pay the Contractor up to the total amount of **\$57,600.00** per year for services delivered to **six (6)** County clients at the Walker house Group Home. Included is a maximum of **\$45,000.00** per year (**\$625.00** per month per resident) to cover costs not reimbursed by Medicaid Waiver funding, as well as a maximum of **\$12,600.00** per year (**\$175.00** per month per resident) for rental assistance.

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 rental assistance.

The County will reduce the monthly payment for discharged or attritioned County clients at the rate of **\$800.00** per month per client.

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 MR Medicaid Waiver Services

AGREEMENT NO. 516-12  
AMENDED EXHIBIT A SECTION VI  
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 <sup>th</sup> of the month	Project Officer
P. Monthly Data for In-home Services	1	By the 5 <sup>th</sup> of the month	Project Officer
Q. Personal Property Inventories (GH Residents Only)	1	Annually by July 31	Project Officer