



ARLINGTON COUNTY, VIRGINIA

**AGREEMENT NO. 19-071-RFP-2
AMENDMENT NUMBER 8**

This Amendment Number 8 is made on the date of execution by the County and amends Agreement Number 19-071-RFP-2 (“Main Agreement”) dated December 4, 2019 between New Hope Housing, 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 TERMS, THIS AGREEMENT IS HEREBY RENEWED FROM DECEMBER 4, 2023 THROUGH DECEMBER 3, 2024.**
- 2. PURSUANT TO PARAGRAPH 6. CONTRACT PRICE ADJUSTMENTS, THE CONTRACT PRICING IS INCREASED BY 3.2% CHANGE IN THE U. S. DEPARTMENT OF LABOR CONSUMER PRICE INDEX, ALL ITEMS, UNADJUSTED, URBAN AREAS (CPI-U) FOR THE 12-MONTH PERIOD ENDING OCTOBER 2023.**
- 3. ADD THE FOLLOWING TO REVISED EXHIBIT A: SCOPE OF WORK, SECTION 1. GENERAL REQUIREMENTS AS PARAGRAPH K:**

Continue all operations and reporting per the terms of the Contract for the duration determined by the County. When the Contract terminates for any reason, the Contractor shall collaborate with the County in order to successfully transition clients to a new contractor’s facilities as follows:

- A. Participate actively and in good faith with the County and new contractor, as needed, to plan for and carryout client relocation.
- B. Assist and facilitate client relocation, including packing client property and other necessary preparations as determined by the County.
- C. In collaboration with the County, communicate information clearly and timely to clients regarding their relocation to mitigate challenges and anxiety.
- D. Turn over all hardcopy client records requested by the Project Officer to the County. Records are due to the County within 15 days of a new contract award. Updated records that reflect services rendered during the transition period are due to the Project Officer within 15 days of contract termination. Hardcopy records include, but are not limited to:
 1. Psychosocial Assessment
 2. Treatment Plan
 3. Medical Screening
 4. Risk Screening
 5. Daily Living Activities (DLA20)

- 6. Doctor's Orders
- 7. Nutritional Plan
- 8. Face Sheet
- 9. Uniform Assessment Instrument

E. Within 15 days of contract termination, provide an error-free Consolidated Clinical Document (CCD) in electronic Comma Separated Value (CSV) format for each client that includes, but is not limited to:

- 1. Patient demographics
- 2. Patient history
- 3. Medications
- 4. Allergies
- 5. Procedures
- 6. Encounters
- 7. Problem lists
- 8. Diagnosis
- 9. Lab results
- 10. Immunizations
- 11. Health risk factors

4. REPLACE EXHIBIT B: CONTRACT PRICING IN ITS ENTIRETY WITH THE ATTACHED REVISED EXHIBIT B: CONTRACT PRICING.

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

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

NEW HOPE HOUSING, INC.

AUTHORIZED SIGNATURE:  DocuSigned by:
AF42432F0097449...

AUTHORIZED SIGNATURE:  DocuSigned by:
9B27606C9A274BD...

NAME: Sheri Butler

NAME: Ashly McSwain

TITLE: Procurement Officer

TITLE: CEO/Executive Director

DATE: 12/4/2023

DATE: 12/4/2023

**REVISED EXHIBIT B
CONTRACT PRICING**

New Hope Housing - Residential Program Center Shelter Year 4 Budget				CPI increase (3.2%)	Year 5 Budget
	Annualized Salary	FTE	Amount		
Personnel:					
Salary					
Executive Director	\$120,476	0.2	\$25,779	\$824.93	26,603.84
Chief Program Officer	\$99,810	0.2	\$21,357	\$683.43	22,040.69
Shelter Director	\$61,206	1	\$67,040	\$2,145.27	69,184.95
Case Manager (3 FTE)	\$45,894	3	\$162,521	\$5,200.67	167,721.60
Coordinator of Residential Services	\$52,535	1	\$62,012	\$1,984.40	63,996.89
Shelter Services Specialist	\$40,145	1	\$47,387	\$1,516.39	48,903.57
Shelter Facilities Assistant	\$48,962	0	\$0	\$0.00	-
Data Quality Coordinator	\$54,764	0.25	\$14,458	\$462.67	14,921.03
Volunteer Coordinator	\$45,905	1	\$54,186	\$1,733.94	55,919.61
Residential Services Specialists (7.4 FTE)	\$35,714	7.4	\$310,245	\$9,927.85	320,173.26
Custodian (4 at.25 FTE)	\$37,093	1	\$43,785	\$1,401.12	45,185.99
Total Personnel	\$642,503	16.05	\$808,771	\$25,880.66	834,651.44
Non-Personnel:					
Housekeeping Supplies			\$10,018	\$320.59	10,339.08
Computer and Printers			\$1,061	\$33.95	1,094.85
Staff Training			\$3,652	\$116.87	3,769.13
Staff Travel and Transportation			\$3,122	\$99.90	3,221.71
Client Transportation			\$1,050	\$33.61	1,084.01
Insurance			\$4,244	\$135.80	4,379.41
Office Supplies			\$3,077	\$98.45	3,175.07
Postage			\$50	\$1.59	51.22
Internet Services			\$3,002	\$96.06	3,097.84
Printing and Copying			\$0	\$0.00	-
Building Maintenance			\$11,240	\$359.67	11,599.27
Program Supplies and Services			\$10,288	\$329.22	10,617.30
Day Program Materials			\$4,839	\$154.83	4,993.39
Emergency Client Needs			\$3,183	\$101.85	3,284.56
Equipment Maintenance			\$11,781	\$377.00	12,158.38
Total Non-Personnel			\$70,606	\$2,259.39	72,865.22
Total Cost			\$879,377	\$28,140.05	907,516.66
Indirect Rate			8%	8%	
Indirect Cost			\$70,350	\$2,251.20	72,601.33
Grand Total			\$ 949,727	\$30,391.26	980,117.99

Contract Amount is hereby increased by \$30,391 to reflect a 3.2% CPI-U adjustment. The Contract Amount is hereby changed from **\$949,727 to \$980,118.**