

STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES

CONTRACT AMENDMENT

Contractor: DISABILITY RESOURCE CENTER OF FAIRFIELD COUNTY, INC.
Contractor Address: 80 FERRY BOULEVARD, STRATFORD, CT 06615
Contract Number: 138DRC-MFP-02 / 12DSS7101HU
Amendment Number: A1
Amount as Amended: \$174,780
Contract Term as Amended: 07/01/12 - 12/31/13

The contract between **Disability Resource Center of Fairfield County, Inc.** (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and approved by the Office of the Attorney General on 9/24/12, is hereby amended as follows:

1. The total maximum amount payable under this contract is **increased by \$76,320 from \$98,460 to \$174,780**. The increase is composed of \$10,140.00 in additional SFY2013 funding and \$66,179.00 to fund SFY2014 services.
2. The term of the contract is extended for six additional months and the end date of the contract is changed from 06/30/13 to 12/31/13.
3. The minimum ongoing case load of active MFP participants listed in Part 1, Section A. 3 on page 3 of the original contract is increased from 15 to 20.
4. The following subsection shall be appended to Part 1, Section A 4.c on page 3 of the original contract:
 - xii. Documentation of guardian or conservatorship visitation with MFP applicant prior to discharge.
5. Part 1, Section A.4.d on page 4 of the original contract is deleted and replaced with the following subsection:
 - d. Complete and upload to the "web" all required MFP forms, including SNAP application, Cash application, and other related forms no less than two weeks prior to discharge. Any documents that are not available for upload must be scanned and submitted securely to MFP Project office.
6. Part 1, Section A, 4.i on page 4 of the original contract is deleted and replaced with the following subsections:
 - i. Follow up with each MFP participant for 12 months post discharge, if MFP participant does not have a Case Manager, or, 6 months post discharge according to the following schedule:
 - i. In person visit within 3 business days of discharge from institution;
 - ii. In person visit within 30 days of discharge from institution;
 - iii. In person visit within 60 days of discharge from institution;
 - iv. In person visit within 90 days of discharge from institution;
 - v. Phone contact monthly beginning 120 days post discharge, should it be deemed necessary.

7. Part 1 Section A.12 on page 7 of the original contract shall be deleted in its entirety and replaced with the following section:

The Department requires that all individuals hired by the Contractor as a Transition Coordinator or Housing Coordinator after June 1, 2013, must successfully complete the Certification Requirements specified by the Department within 90 days of the date of their employment. The 90 days will be viewed by the Department as a paid probationary employment period. After 90 days, if the probationary employee has not successfully passed the required Certification Requirements, the Department will no longer fund the position.

8. Part I Section B.4.a on page 6 of the original contract is deleted in its entirety and replaced with the following subsection:

Section A.5. Throughout the term of this contract, the Contractor shall hire one 0.5 full-time equivalent NFTP Transition Coordinator, and starting 4/1/13 the Contractor shall hire one additional 0.5 full-time equivalent NFTP Transition Coordinator, at a minimum of 18 hours per week wholly dedicated to NFTP transition activities in assigned geographic area as approved by the Department. Funds issued under this contract cannot be used to provide staff with paid lunch time.

9. The following section will be appended to Part 1 Section B on page 6 of the original contract:

5. The Contractor shall utilize an amount not to exceed \$1,935.00 to purchase three iPads with cases, and apps to be selected by the Department, to be utilized by the Transition Coordinators. The Contractor must be in continual compliance with the DAS BEST State Security Policies as amended from time to time on the website <http://www.ct.gov/best/site/default.asp>. Such funding is restricted to the items listed in this section and may not be expended for any other purpose.

10. The due date for the final financial report in Part 1, Section L.1 on page 12 of the original contract is changed from 9/30/13 to 03/31/14.

11. The following financial reporting schedule for SFY2014 is appended to Part I, Section L.4 on page 12 of the original contract:

Reporting Period	Submission Due Date
July 1, 2013 – October 31, 2013	November 30, 2013
November 1, 2013 – February 28, 2014	March 31, 2014

12. Section M.1 on page 12 of the original contract is deleted in its entirety and replaced with the following section:

1. The Department shall pay the Contractor for services rendered in accordance with terms of this contract up to a maximum amount not to exceed **\$108,600.00 during the period July 1, 2012 through June 30, 2013, and up to a maximum amount not to exceed \$66,179.00 for the period July 1, 2013 through December 31, 2013.**

13. The following payment schedule for SFY2014 is appended to Part I, Section M.4 on page 13 of the original contract:

	Annual	Signed Contract	Period 2 10/31/2012
MFP	\$32,991	\$16,495	\$16,495
NFT	\$33,188	\$16,594	\$16,594
Total	\$66,179	\$33,089	\$33,089

14. The following sentence is appended to **Performancc Evaluation and Bonuses** Part 1 Section M. 9 on page 13 of the original contract: "Should the Contractor be awarded such a bonus, the Contractor must document that 50% of the bonus funding is given directly to the staff."
15. The Budget in Part I Section N on page 14 of the original contract is deleted in its entirety and replaced by the following budgets:

SFY2013

Contractual Services	NFTP State Funds	MFP	TOTAL
Personnel Supervisor Salary	\$2,222	\$4,444	\$6,666
Personnel Salaries	\$27,868	\$42,436	\$70,304
Fringe	\$7,481	\$9,540	\$17,021
Travel	\$1,500	\$3,250	\$4,750
Supplies	\$0	\$1,800	\$1,800
Equipment	\$0	\$1,935	\$1,935
Other	\$0	\$1,044	\$1,044
Total Direct	\$39,071	\$64,449	\$103,520
Indirect	\$1,954	\$3,126	\$5,080
In Kind	\$0	\$0	\$0
Grand Total	\$41,025	\$67,575	\$108,600

SFY 2014

Contractual Services	NFTP State Funds	MFP TC	TOTAL
Personnel Supervisor Salary	\$1,666	\$1,666	\$3,332
Personnel Salaries	\$22,708	\$22,708	\$45,416
Fringe	\$5,193	\$4,047	\$9,240
Travel	\$1,500	\$1,559	\$3,059
Supplies	\$300	\$900	\$1,200
Equipment	\$0	\$0	\$0
Other	\$240	\$540	\$780
Total Direct	\$31,608	\$31,420	\$63,028
Indirect	\$1,580	\$1,571	\$3,151
In Kind	\$0	\$0	\$0
Grand Total	\$33,188	\$32,991	\$66,179
Vacancy Savings Period 1	\$0	\$0	\$0
NET TOTAL	\$33,188	\$32,991	\$66,179

This document constitutes an amendment to the above numbered contract. All provisions of that contract, except those explicitly changed above by this amendment, shall remain in full force and effect.

SIGNATURES AND APPROVALS

138DRC-MFP-02 / 12DSS7101HU A1

The Contractor IS a Business Associate under the Health Insurance Portability and Accountability Act of 1996 as amended.

Documentation necessary to demonstrate the authorization to sign must be attached.

CONTRACTOR - DISABILITY RESOURCE CENTER OF FAIRFIELD COUNTY, INC.

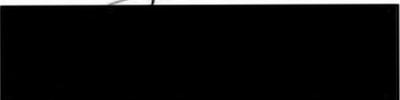


Anthony J. La Cava, *Executive Director*

6-26-13

Date

DEPARTMENT OF SOCIAL SERVICES

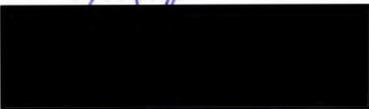


Roderick L. Bremby, *Commissioner*

6/27/2013

Date

OFFICE OF THE ATTORNEY GENERAL



ASST. / ASSOC. ATTORNEY GENERAL (*Approved as to form & legal sufficiency*)
ASSOC. ATTY. GENERAL Joseph Rubin

7/2/13

Date