



Intergovernmental Agreement
CONTRACT AMENDMENT

1. CONTRACTOR (Name and address)
City of Glendale
5850 W. Glendale Ave.
Glendale, Arizona 85301
2. CONTRACT ID NUMBER
ADES15-089114
3. AMENDMENT NUMBER
Two (2)

4. THE PARTIES AGREE TO THE FOLLOWING AMENDMENT
Pursuant to the Terms and Conditions, Amendments or Modifications section and Levels of Service section, the purpose of this amendment is to:
Funding for the contract period July 1, 2015 through June 30, 2016:
The reimbursement ceiling for the service Case Management is increased from \$847,444 to \$863,168. This is an increase of \$15,724.
The reimbursement ceiling for the service Community Services is increased from \$179,014 to \$212,681. This is an increase of \$33,667.
The cumulative reimbursement ceiling for the contract period July 1, 2015 through June 30, 2016 is \$1,075,849.
Therefore, the Itemized Service Budget for the services of Case Management (Attachment A) and Community Services (Attachment B) are revised and attached.
ADD
Terms and Conditions, Levels of Service, section 32.7
A Contractor may request, and the Department may approve, the coordination and provision of emergency assistance outside the designated geographic service area for a specified timeframe. No amendment to the contract shall be required.

5. EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AS HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT. THE AMENDMENT SHALL BECOME EFFECTIVE ON THE DATE OF LAST SIGNATURE UNLESS OTHERWISE SPECIFIED HEREIN. BY SIGNING THIS FORM ON BEHALF OF THE CONTRACTOR, THE SIGNATORY CERTIFIES HE/SHE HAS THE AUTHORITY TO BIND THE CONTRACTOR TO THIS CONTRACT.

6. ARIZONA DEPARTMENT OF ECONOMIC SECURITY
SIGNATURE OF AUTHORIZED INDIVIDUAL
TYPED NAME Pam Giroux
TITLE Procurement Manager DEPUTY CPO
DATE 12/15/2015
7. NAME OF CONTRACTOR
City of Glendale
SIGNATURE OF AUTHORIZED INDIVIDUAL
TYPED NAME THOMAS DUENSING
TITLE INTERIM ASSISTANT CITY MANAGER
DATE 12-1-15

IN ACCORDANCE WITH ARS §11-952 THIS CONTRACT AMENDMENT HAS BEEN REVIEWED BY THE UNDERSIGNED WHO HAVE DETERMINED THAT THIS CONTRACT AMENDMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.

ARIZONA ATTORNEY GENERAL'S OFFICE
BY: [Signature] ASSISTANT ATTORNEY GENERAL
BY: [Signature] PUBLIC AGENCY LEGAL COUNSEL
DATE: 12-9-2015 DATE:

ATTEST: [Signature] City Clerk
Revised: 8/22/13

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Case Management (CMG-CAP) **Agency:** City of Glendale-Community Action Program
Contract Period: 07/01/2015 - 06/30/2016

1. PERSONNEL

Number of Positions	FTE Level	Position Title	Total Salary for the Contract Period	TOTAL SERVICE COST	DES COST
1	1.00	Comm. Elig. Specialist	\$56,952	\$56,952	\$56,952
1	1.00	Comm. Elig. Rep.	\$35,141	\$35,141	\$35,141
1	1.00	Management Aide	\$40,666	\$40,666	\$40,666
1	0.50	Comm. Elig. Rep.	\$17,571	\$17,571	\$17,571
Pay increase (2.5%)				\$3,758	\$3,758
TOTAL PERSONNEL				\$154,088	\$154,088

2. EMPLOYEE RELATED EXPENSES

ITEM	BASIS	TOTAL COST	DES COST
Various fringe benefits	(Average: 41.488% of \$154,088)	\$63,928	\$63,928
TOTAL EMPLOYEE RELATED EXPENSES		\$63,928	\$63,928

3. PROFESSIONAL AND OUTSIDE SERVICES

ITEM	BASIS	TOTAL COST	DES COST
Security Service Charges	In-House Security-CAP Not being charged at this time	\$0	\$0
Temporary Employment Charges	Temp. staff support with outside vendor	\$15,110	\$15,110
Office Equipment	Includes maintenance on copier, printer and repairs for office equipment with outside vendor \$325/quarter	\$1,300	\$1,300
TOTAL PROFESSIONAL AND OUTSIDE SERVICES		\$16,410	\$16,410

4. TRAVEL

ITEM	BASIS	TOTAL COST	DES COST
Motor Pool Vehicles	CAP Estimated miles/yr. = \$2,570 (Motor Pool is not being charged at this time)	\$0	\$0
TOTAL TRAVEL		\$0	\$0

5. SPACE

ITEM	BASIS	TOTAL COST	DES COST
Office Space	Rent, Electricity, Refuse - \$2,080/mo. x 12 mos.	\$24,960	\$0
TOTAL SPACE		\$24,960	\$0

6. EQUIPMENT

ITEM	BASIS	TOTAL COST	DES COST
Computer Charges	CAP-60 Annual Computer fees	\$8,000	\$8,000
	P/C Tech. Replacement	\$2,519	\$0
TOTAL EQUIPMENT		\$10,519	\$8,000

7. MATERIALS AND SUPPLIES

ITEM	BASIS	TOTAL COST	DES COST
General Office Supplies	\$358.58/month 12 mos.	\$4,303	\$2,947
Postage/Duplicating	\$96.25/month 12 mos.	\$1,155	\$1,000
TOTAL MATERIALS AND SUPPLIES		\$5,458	\$3,947

8. OPERATING SERVICES				
ITEM	BASIS	TOTAL COST	DES COST	
Member Dues	ACAA Annual Membership \$460 & ACAA Conference \$190 x 7	\$1,790	\$1,790	
Telephone/Qwest Charges	\$303.08/month 12 mos.	\$3,637	\$0	
Cell Phone Charges	\$45/month 12 mos.	\$540	\$0	
Insurance Fire & Liability	\$5.50/month 12 mos.	\$66	\$0	
TOTAL OPERATING EXPENSES		\$6,033	\$1,790	

9 INDIRECT COSTS				
ITEM	BASIS	TOTAL COST	DES COST	
N/A		\$0.00	\$0.00	
TOTAL INDIRECT COSTS		\$0	\$0	

10	SUBTOTAL ADMIN COST	\$281,396	\$248,163	
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11. VOUCHERS				
ITEM		TOTAL COST	DES COST	
TANF		\$55,000	\$55,000	
LIHEAP		\$558,632	\$558,632	
LIHCON		\$0	\$0	
LLVG		\$0	\$0	
NHN		\$1,373	\$1,373	
City of Glendale-ESG/CDBG		\$80,000	\$0	
ACAA		\$59,941	\$0	
TOTAL VOUCHERS		\$754,946	\$615,005	

12.	TOTAL SERVICE COST/DES TOTAL COST:	\$1,036,342	\$863,168	
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REVENUE SOURCES:			
DES - DAAS	\$863,168	\$863,168	
ACAA	\$59,941		
City of Glendale	\$33,233		
City of Glendale ESG/CDBG	\$80,000		
TOTAL REVENUE:	\$1,036,342	\$863,168	

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: Community Services (CSV-CAP)

Agency: City of Glendale Community Action Program

Contract Period: 07/01/2015 - 06/30/2016

1. PERSONNEL

Number of Positions	FTE Level	Position Title	Total Salary for the Contract Period	TOTAL SERVICE COST	DES COST
1	1.00	*CAP Administrator	\$75,650	\$75,650	\$75,650
1	1.00	*Comm. Elig. Rep.	\$35,141	\$35,141	\$35,141
1	0.50	General Clerical	\$9,750	\$9,750	\$9,750
			*Pay increase 2.5%	\$2,770	\$2,770
TOTAL PERSONNEL				\$123,311	\$123,311

2. EMPLOYEE RELATED EXPENSES

ITEM	BASIS	TOTAL COST	DES COST
Various fringe benefits	(Average: 35.363% of \$123,311)	\$43,606	\$43,606
TOTAL EMPLOYEE RELATED EXPENSES		\$43,606	\$43,606

3. PROFESSIONAL AND OUTSIDE SERVICES

ITEM	BASIS	TOTAL COST	DES COST
Temporary Employment Charges	Temporary staff support with outside vendor	\$22,543	\$22,543
TOTAL PROFESSIONAL AND OUTSIDE SERVICES		\$22,543	\$22,543

4. TRAVEL

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
TOTAL TRAVEL		\$0	\$0

5. SPACE

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
TOTAL SPACE		\$0	\$0

6. EQUIPMENT

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
TOTAL EQUIPMENT		\$0	\$0

7. MATERIALS AND SUPPLIES

ITEM	BASIS	TOTAL COST	DES COST
General Office Supplies	\$84.83/month 12 mos.	\$1,018	\$1,018
TOTAL MATERIALS AND SUPPLIES		\$1,018	\$1,018

8. OPERATING SERVICES

ITEM	BASIS	TOTAL COST	DES COST
N/A		\$0	\$0
TOTAL OPERATING EXPENSES		\$0	\$0

9 <u>INDIRECT COSTS</u>				
	ITEM	BASIS	TOTAL COST	DES COST
	N/A			
TOTAL INDIRECT COSTS			\$0	\$0

10	SUBTOTAL ADMIN. COST		\$190,478	\$190,478
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11. <u>VOUCHERS</u>				
	ITEM		TOTAL COST	DES COST
	CSBG Eviction Prevention		\$22,203	\$22,203
TOTAL VOUCHERS			\$22,203	\$22,203

12.	TOTAL SERVICE COST/DES TOTAL COST:		\$212,681	\$212,681
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<u>REVENUE SOURCES:</u>			
	DES - DAAS	\$212,681	\$212,681
	City of Glendale	\$0	
TOTAL REVENUE:		\$212,681	\$212,681