



STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES

CONTRACT AMENDMENT

Contractor: THE ACCESS AGENCY, INC.
Contractor Address: 1315 MAIN STREET, SUITE 2, WILLIMANTIC, CT 06226
Contract Number: 163C-HHD-11 / 14DSS1301ZL
Amendment Number: 1
Amount as Amended: \$89,770.00
Contract Term as Amended: 10/1/14 – 9/30/16

The contract between **The Access Agency, Inc.** (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and signed by the by the Office of the Attorney General on 10 /29 /14, is hereby amended as follows:

1. The total maximum amount payable under this contract is increased by \$43,804.00 from \$45,966 to \$89,770.00. This increase is to continue to provide HHD services to the Windham and Tolland County service area.
2. The Contractor shall adhere to the budget as modified on page 2 of this amendment.
3. The term of the contract is extended for an additional one (1) year and the end date of the contract is changed from 9/30/15 to 9/30/16.
4. During the contract period ending 9/30/2016, Part I, Section A.1 Description of Services of the original contract shall include at least an additional 100 clients annually receiving services.
5. **Federal Funding Accountability and Transparency Act (FFATA):**
 - a. The Contractor shall register with the Federal System for Award Management (SAM) at <https://www.sam.gov> to assist the Department with meeting its obligation to comply with the Federal Funding Accountability and Transparency Act (FFATA).
 - b. The Contractor shall ensure that it shall remain active in SAM by updating its SAM profile at least every 12 months. Upon notification by the Department that its SAM status is not active, the Contractor shall update its SAM profile within five business days of such notification. The Contractor's failure to comply may impact future issuance of payments by the Department.

All terms and conditions of the original contract, and any subsequent amendments thereto, which were not modified by this Amendment remain in full force and effect.

PART I

FINANCIAL SUMMARY

PROGRAM NAME:
PROGRAM NUMBER:

Access Agency - HHD
14DSS1301ZL/163C-HHD-11

Contract Amount	Requested	Adjustments	Approved
	\$ 45,966	43,804.00	\$ 89,770
<i>For Amendments Only</i>			
Previously Approved Contract Amount	\$ 45,966		
Amount of Amendment		43,804.00	\$ 89,770

Line #	Item	Subcategory (a)	Line Item Total (b)	Adjustments (c)	Revised Total (d)
1	<u>UNIT RATE</u>				
	1a. Bed Days				
	1b. Client Advocate				
	1c. Security Deposit				
	1d. Other Unit Rate Costs				
	TOTAL UNIT RATE				
2	<u>CONTRACTUAL SERVICES</u>				
	2a. Accounting				
	2b. Legal				
	2c. Independent Audit				
	2d. Other Contractual Services				
	TOTAL CONTRACTUAL SERVICES				
3	<u>ADMINISTRATION</u>				
	3a. Admin. Salaries	780		-	780
	3b. Admin. Fringe Benefits	305		-	305
	3c. Admin. Overhead	4,000		4,380	8,380
	TOTAL ADMINISTRATION	5,085	5,085	4,380	9,465
4	<u>DIRECT PROGRAM STAFF</u>				
	4a. Program Salaries	26,964		26,778	53,742
	4b. Program Fringe Benefits	8,090		8,033	16,123
	TOTAL DIRECT PROGRAM	35,054	35,054	34,811	69,865
5	<u>OTHER COSTS</u>				
	5a. Program Rent	4,000		3,500	7,500
	5b. Consumable Supplies	1,127		612	1,739
	5c. Travel & Transportation	200		-	200
	5d. Utilities				-
	5e. Repairs & Maintenance				-
	5f. Insurance				-
	5g. Food & Related Costs				-
	5h. Other Project Expenses	500		500	1,000
	TOTAL OTHER COSTS	5,827	5,827	4,612	10,439
6	<u>EQUIPMENT</u>				
7	<u>PROGRAM INCOME</u>				
	7a. Fees				
	7b. Other Income				
	TOTAL PROGRAM INCOME				
8	<u>TOTAL NET PROGRAM COST</u>	45,966		43,804	89,770
	(Sum of 1 through 6, minus Line 7)				

SIGNATURES AND APPROVALS

163C-HHD-11 / 14DSS1301ZL

The Contractor IS NOT 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 – THE ACCESS AGENCY, INC.



Peter S. DeBiasi, ~~CEO~~

9/29/15

Date

DEPARTMENT OF SOCIAL SERVICES



KATHLEEN M. BRENNAN
DEPUTY COMMISSIONER

9/30/15

Date

OFFICE OF THE ATTORNEY GENERAL

This Contract Amendment template having been reviewed and approved by the OAG, it is exempt from review pursuant a Memorandum of Agreement between the Agency and the OAG dated March 19, 2009.