NOTICE OF RENEWAL OF CONTRACT

TO:  
NORTHERN VIRGINIA FAMILY SERVICE  
10455 WHITE GRANITE DRIVE, SUITE 100  
OAKTON, VA 22124

DATE ISSUED:  JUNE 24, 2013

CONTRACT NO:  745-12

CONTRACT TITLE:  INTERVENTION, PREVENTION AND EDUCATION PROGRAM

PRIOR REFERENCE NO:  N/A

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.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective JULY 1, 2013 and expires on JUNE 30, 2014.

The contract documents consist of the terms and conditions of Agreement No. 745-12, including any exhibits, attached or amendments thereto.

CONTRACT PRICING:

REFER TO AGREEMENT 745-12 AMENDMENT NO. 1 (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: SHARON FROST  
VENDOR TEL. NO.: 703-219-2125

VENDOR PAYMENT TERMS: NET 30 DAYS  
VENDOR FAX. NO.: 703-385-5176

EMAIL ADDRESS: SFROST@NVFS.ORG

COUNTY CONTACT: RICK STROBACH  
COUNTY TEL. NO.: 703-228-4360

CONTRACT AUTHORIZATION

DATE

7/3/13

DISTRIBUTION

BID FOLDER: 1
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 745-12
AMENDMENT NUMBER 1

This Amendment Number 1 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 745-12 dated July 3, 2013 ("Main Agreement"), as amended by Amendment No. 1, and made between Northern Virginia Family Service 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:

REVISED THE CONTRACT TERM AND PARAGRAPH TO READ AS FOLLOWS:

The Contract Term shall be from the date the Agreement is executed by the County through June 30, 2014 (Fiscal Contract Year) and will continue thereafter until the County board of Arlington County no longer authorizes funds for the services covered by this Contract. Each successive Contract Year in which the County Board authorizes funds shall cover the period from July 1 through June 30.

REVISED THE CONTRACT AMOUNT PARAGRAPH TO READ AS FOLLOWS:

The Contract Amount may vary year-to-year based on the amount of funds appropriated by the County Board of Arlington County for the services covered by this Contract. The Contractor will be notified of the approved budget amount, and continuation of the Contract, not less than thirty (30) days prior to start of a new Contract Year through issuance of a Purchase Order. If funds are not appropriated for the continuation of this Contract, the Contractor will be given notice pursuant to the contract Non-Appropriation paragraph.

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

SIGNED BY: [Signature]
PRINT NAME: RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 6/24/13

NORTHERN VIRGINIA FAMILY SERVICE

SIGNED BY: [Signature]
PRINT NAME: MARY AGEE, President
AND TITLE: and CEO
DATE: 6/21/13
# Projected Budgets for FY14

## 12 months of 1FTE for Arlington IPE

### Revenue

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>FY14</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>4200</td>
<td>Grants from Government Agencies</td>
<td>$104,050</td>
<td>90,000 + 14,050 in carry over from</td>
</tr>
</tbody>
</table>

**Total Revenue**

$104,050

### Expenses

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>FY14</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>7000</td>
<td>Salaries</td>
<td>$67,254</td>
<td>The salary includes 1 fte case mana</td>
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<tr>
<td>7030</td>
<td>Benefits</td>
<td>$15,334</td>
<td>Supervisor, 5% of the VP and .5% of</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>calculated at 22.8%</td>
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<tr>
<td>7200</td>
<td>Audit</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>8100</td>
<td>Office Supplies</td>
<td>82</td>
<td></td>
</tr>
<tr>
<td>8110</td>
<td>Program Supplies</td>
<td>70</td>
<td></td>
</tr>
<tr>
<td>8130</td>
<td>Postage and Delivery</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>8140</td>
<td>Printing and Duplication</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>8200</td>
<td>Telephone and Installation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8210</td>
<td>On-Line Computer Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8301</td>
<td>Occupancy-Rent/Utilities/RETaxes</td>
<td>3860</td>
<td></td>
</tr>
<tr>
<td>8400</td>
<td>Repair &amp; Maintenance</td>
<td>5</td>
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</tr>
<tr>
<td>8450</td>
<td>Leased Equipment</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td>8700</td>
<td>Travel</td>
<td>1950</td>
<td>(150 / month per cm fte, plus port)</td>
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<tr>
<td>8720</td>
<td>Trg &amp; Staff Development</td>
<td>350</td>
<td></td>
</tr>
<tr>
<td>8800</td>
<td>Insurance-Non-Payroll</td>
<td>287</td>
<td></td>
</tr>
<tr>
<td>8860</td>
<td>Taxes/Licenses</td>
<td>4</td>
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<tr>
<td>9000</td>
<td>Depreciation and Amortization</td>
<td>16</td>
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</tr>
</tbody>
</table>

**Subtotal Personnel Expense**

$82,588

**Total Direct Non-Personnel Expense**

$7,499

**Total Direct Expense**

$90,087

**Indirect Expense at 15.5%**

$13,963

**Total Expenses**

$104,050

**Excess (Deficit)**

$(0)
FY13 underspent amount

ger, 12% of the Program Director, 37% of a
of the Data Management Admin; Benefits are

or, plus office phone for oakton based staff

on of PM / Sup)