

**AMENDMENT #1
TO DELEGATE AGENCY CONTRACT
WITH
BEAT AIDS COALITION TRUST, INC.**

This amendment (hereinafter referred to as "Amendment") of the Beat AIDS Coalition Trust, Inc. FY 2017 Delegate Agency Contract is entered into by and between the City of San Antonio, a Texas Municipal Corporation, (hereinafter referred to as "City") acting by and through its designated representative, the Director of the Department of Human Services pursuant to Ordinance No. _____, dated _____, 2017, and Beat AIDS Coalition Trust, Inc. (hereinafter referred to as "Contractor").

WHEREAS, the City presently contracts with Contractor for case management services through the Delegate Agency Contract (hereinafter referred to as "Contract") that was executed on November 20, 2016 pursuant to Ordinance No. 2016-09-15-0693, dated September 15, 2016; and

WHEREAS, pursuant to Section 24.1 of the Contract, City and Contractor agree to an amendment to the Contract so that Contractor may provide additional services for additional funding; and

WHEREAS, it is in the best interest of the parties that an amendment to the Contract now be executed which reflects the modifications in service levels and funding; NOW THEREFORE:

City and Contractor agree to amend the Contract as follows:

1. Section 3.1 is amended to read as follows:

In consideration, the City will reimburse Contractor for costs incurred in accordance with the budget approved by City Council of San Antonio in the above referenced Ordinance, and all subsequently authorized amendments to that budget. Said budget is attached hereto and incorporated herein for all purposes as Attachment II. It is specifically agreed that reimbursement hereunder shall not exceed the total amount of **\$61,601.00**.

2. Section 3.2 is amended to read as follows:

The funding level of this Contract is based on an allocation from the following funding sources:

\$61,601.00 Housing Opportunities for Persons with Aids (HOPWA) CFDA # 14.241

Consequently, Contractor agrees to comply with the **Funding Guide**, attached hereto and incorporated herein for all purposes as Attachment III.

3. The document attached hereto and incorporated herein as Exhibit I reflects agreed upon revisions to Attachment I, the Scope of Work and Scorecard for the Case Management Project. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Scope of Work and Scorecard, and all references in the Contract to these shall mean the documents as revised by this Amendment.
4. The document attached hereto and incorporated herein as Exhibit II reflects agreed upon budget revisions to Attachment II, the budget for the Case Management Project. The revisions supersede prior conflicting or inconsistent agreements with regard to the referenced project Budget, and all references in the Contract to the budget shall mean the budget as revised by this Amendment.
5. All other terms, conditions, covenants and provisions of the Contract are hereby continued and shall remain in effect in their original form, except for the provisions modified by this Amendment.

This Amendment has been executed effective as of the date of signature of the last party to sign (the "Effective Date").


CITY OF SAN ANTONIO:

 Melody Woosley, Director
 Department of Human Services

Date: _____

CONTRACTOR:

Beat AIDS Coalition Trust, Inc.


 Michele Durham,
 Executive Director

Date: 1-20-17

APPROVED AS TO FORM:

 Assistant City Attorney

ATTACHMENTS

- Exhibit I – Scope of Work and Scorecard Revision (amending Attachment I in the Contract)
- Exhibit II – Budget Revision (amending Attachment II in the Contract)



CITY OF SAN ANTONIO
DEPARTMENT OF HUMAN SERVICES

SCOPE OF WORK

Agency Name: BEAT AIDS Coalition Trust
Program Name: Case Management
FY 2016-2017

PROGRAM OBJECTIVE:

The objective of Case Management is to reduce the community viral load through linkage and adherence to medical treatment.

Below are the objectives that are aligned with FY 16-17 in the category of Community Safety Net: Reduction with homelessness/stability of Residence

- 70 of participants will be adherent to medical care. Adherence to medical care will be documented in 1 of 4 ways: medication log, lab report, provider confirmation, or pharmacy confirmation.
- 70 of Participants will improve homelessness and will remain in a stable residence as demonstrated by documentations provided quarterly Case Management visits.

SERVICE PLAN:

BEAT AIDS home office is located at 1017 N. Main, Suite 200; however, case management services will be provided at our satellite office located at 618 Hudson Street. BEAT-AIDS provides services to targeted populations Monday through Friday, 8:30 AM to 5:30 PM. The purpose of Case Management is to assist clients with HIV/AIDS to get into medical care and remain in care by the coordination and/or procurement of needed services so that the problems associated with living with the disease are mitigated. Case Managers help empower clients to develop and utilize independent living skills and strategies that increase the likelihood of adherence to medical care.

The Case Manager completes a full intake package on each client upon entry into Case Management. The intake includes demographics, medical, emotional, mental, and personal history. The Case Manager's knowledge of each client, from testing HIV positive, through death, will facilitate access to care and complement the continuum of care. BEAT-AIDS has an extensive referral network at all stages throughout the continuum. Referrals will address needs that could otherwise create barriers to

entering care or staying in care. In addition, 100% of participants will be entered into HMIS, an information system shared by multiple providers to enhance collaboration efforts.

BEAT-AIDS Case Managers will train and coach clients in accessing services and in understanding chemical dependency (where applicable) and HIV/AIDS treatment. They will refer clients to appropriate services with understanding, and without judgment or stigmatizing the client. The BEAT-AIDS team is diverse and culturally sensitive, helping clients to trust and relate to agency staff.

The proposed Case Management services will positively impact clients' ability to remain in care by:

- Meeting client's stated needs (including their need for Case Management)
- Overcoming the client's stated barriers by referring them – and, if necessary, accompanying clients – to services whose lack would constitute a barrier (ie. Transportation, housing, food, co-pays for medications and doctor's visits, identification, support groups etc.)
- Introducing clients to culturally sensitive service providers and client advocates
- Providing training and coaching in accessing services and understanding chemical dependency and HIV/AIDS treatment
- Counseling and referral to appropriate services with nonjudgmental understanding and without stigma
- Providing specialized and individual case management services
- Referring clients to support groups, opportunities to create support network and client advocate assistance

Case managers are the bridge to medical treatment and adherence for individuals who are identified as individuals who participate in high-risk behavior.

TARGETED POPULATION:

The targeted population for this project is HIV positive individuals who may also be included in one or more severe need groups, to include: Recently released from incarceration or IDU (intravenous drug users) or SA (substance abusers) or women of childbearing age or heterosexual males or Hispanic MSM (men having sex with men) or Anglo MSM or African-American MSM.

NUMBER OF PARTICIPANTS/ CLIENTS SERVED:

BEAT AIDS will provide Case Management services to a total of 95 unduplicated HIV positive clients for the year. A minimum number of 46 individuals will be served by the end of each month out of the total case load.

Delegate Agency Scorecard

Agency Name: BEAT AIDS COALITION TRUST

Program Name: Case Management (CM)

Amount: \$61,601.00

Contract Term: October 1, 2016 – September 30, 2017

Select Category (Select One)

- 1. Youth and Family Services
- 2. Youth Services
- 3. **X Community Safety Net**
- 4. Workforce Development

Select Program Service Indicator(s) (Select Minimum of One)

- | | |
|--|--|
| 1. School Readiness Success | 8. Seniors Services |
| 2. 3 rd Grade Reading | 9. X Reduction with Homelessness/Stability of Residence |
| 3. High School Graduation Rate/Education Success | 10. Teen Pregnancy Reduction |
| 4. College & Career Readiness | 11. Youth Crime Recidivism Prevention |
| 5. Transition Out of Poverty | 12. Domestic Violence Reduction |
| 6. Employment Gains | 13. Child Abuse Reduction |
| 7. Removing Family Barriers | 14. Improve Family Financial Stability/Financial Literacy |

Outcomes/Results Measures

- 1. 70 Participants will improve homelessness/stability of residence as demonstrated by documentation provided during quarterly Case Management visits.
- 2. 70 Participants will be adherent medical care.

Outputs

- 1. 95 HIV positive Unduplicated Participants served per year
- 2. 46 Participants served per Month
- 3. 95 Participants entered into HMIS within 24-48 hours from intake

Addition:

35 Participants will receive bus passes

Data Source and Reporting

- 1. Lab work documentation, medication log, provider confirmation, and/or pharmacy confirmation. (Any one of these source documents is sufficient).
- 2. HMIS
- 3. National Quality Center for Improving HIV Care (<http://nationalqualitycenter.org/>); this data source provides HIV/AIDS quality training, medical adherence measures, and monitoring & evaluation guidance used by the BEAT AIDS Case Management Program to ensure quality program outcomes.

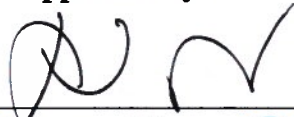
Quality Standards

1. One educational/didactic group is led by a Licensed Chemical Dependency counselor and another is led by a facilitator who is an advanced Nurse Practitioner with a Ph.D. A third group is facilitated by the Executive Director who has a Master's Degree in Education. Cognitive and behavioral based theory will also be used to facilitate some groups.
2. Case managers and agency management demonstrate basic knowledge, skills and strategies to support and promote increased medical adherence.


Explanatory Notes

The objective of Case Management is to reduce the community viral load through linkage and adherence to medical treatment. Case managers are the bridge to medical treatment and adherence for individuals who are identified as those who participate in high-risk behavior. The targeted population for this project is HIV positive individuals who may also be included in one or more severe need groups, to include: Recently released from incarceration or IDU (intravenous drug users) or SA (substance abusers) or minority women of childbearing age or heterosexual males or Hispanic MSM (men having sex with men) or Anglo MSM or African-American MSM.

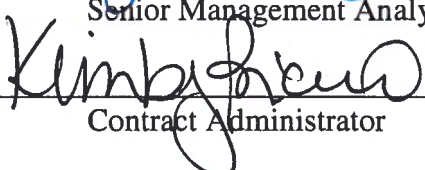
Reviewed and approved by:



Program Monitor



Senior Management Analyst



Contract Administrator

1/26/17

Date

1/26/17

Date

1/27/17

Date

Exhibit II

TOTAL AGENCY BUDGET

Agency Name: BEAT AIDS COALITION TRUST

FUNDING SOURCES	Actual Revenue FY 2015	Actual Expenditures FY 2015	Estimated Revenue FY 2016	Estimated Expenditures FY 2016	Projected Revenue FY 2017	Projected Expenditures FY 2017
1. City of San Antonio (COSA)	47,500.00	47,500.00	47,500.00	47,500.00	61,601.00	61,601.00
2. Local Government (other than COSA)	35,000.00	35,000.00	161,942.85	161,942.85	181,942.00	181,942.00
3. State Government						
4. Federal Government	1,234,501.00	1,234,501.00	1,578,655.15	1,578,655.15	2,108,828.00	2,108,828.00
5. United Way						
6. Foundation Grants	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
7. Donation	207,702.52	207,702.52	227,502.00	227,502.00	237,502.00	237,502.00
8. Other (list)	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00
TOTAL	\$1,609,103.52	\$1,609,103.52	\$2,100,000.00	\$2,100,000.00	\$2,674,273.00	\$2,674,273.00

Exhibit II

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,601.00

COSA GL		Contractor's GL	GL DESCRIPTION			ESG Programs Only - Agency Match	
						Total Cost to COSA	
** Position Type: All positions must select a Position Type. The Position Type "Program" is defined as any position that provides direct services/contact to a participant of the above named COSA Funded Program. All personnel providing Administration support (eg. CEO,CFO, Accountants and Secretarial staff), use position type "Admin".							
Personnel Services Schedule	Position/Title	**Position Type	Salary/ Wage Per Pay Period	Number of Pay Periods	Total Annual Salary	% Budgeted/ Allocated to COSA	Salary Budgeted/ Allocated to COSA
5101010	5105	Case Manager	1,088.55	24	26,125.20	100.00%	26,125.20
5101010	5105	Client Advocate	677.09	24	16,250.16	100.00%	16,250.16
5101010					0.00		0.00
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PROGRAM LINE ITEM BUDGET

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 Program Title: Case Management

Budget Version: Original
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COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA		ESG Programs Only - Agency Match
5201025		Education			
5203090		Transportation Fees - Must not exceed current IRS Standard Mileage Rate	Anticipated Mileage	Rate Per Mile	0.00
5205050		Freight and Storage			
5204010		Linen and Laundry Service			
5204050		Maintenance and Repair - Buildings and Improvements			
5204080		Maintenance and Repair - Machinery and Equipment			
5208530		Alarm and Security Services			
5201040		Fees to Professional Contractors - (Enter Details Below)			0.00
		Contractor Name	Purpose/Description of Services to be Provided	Contract Amount	
5203040		Advertising and Publication			
5203050		Membership Dues and Licenses			
5203060		Binding, Printing and Reproduction			
5203070		Subscriptions to Publications			
Total Contractual Services					\$3,339.98
Commodities					
5302010	5515	Office Supplies			800.00
5303010		Janitorial Supplies			
5304005		Clothing and Linen Supplies			
5304025		Motor Fuel and Lubricants			
5304070		Recreation Supplies			
5301010		Maintenance and Repair Materials (Buildings and Improvements)			
5301030		Maintenance and Repair Materials (Machinery and Equipment)			
5304075		Computer Software			
5304080		Other Commodities			0.00
		Purpose/Description of Other Commodities	Amount		
Total Commodities					\$800.00
Fixed Charges					
5403010		Telecommunications			
5404530		Gas and Electricity			
5404540		Water			
5405030		Liability, Hazard, Fidelity Insurance			
5407020		Direct Assistance Payments To Program Participants - (Itemize by Type Below)			1,520.00
		(Rental, Medical, Educational, Food for Program Participants, etc.)	Amount		
		VIA TRANSIT: 5 bus passes X \$38.00 per bus pass X 8 months = \$1,520		1,520.00	
Total Fixed Charges					\$1,520.00

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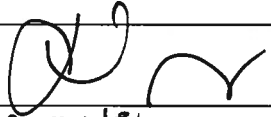
Budget Version: Original
 Total Program Budget: \$61,601.00


COSA GL			Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
Capital Outlay						
5501000	5405	Computer Equipment <\$5,000			1,967.52	
5501055		Machinery and Equipment - Other <\$5000				
5501065		Furniture and Fixtures <\$5,000				
Total Capital Outlay					\$1,967.52	\$0.00
Total Program Budget					\$61,601.00	\$0.00


* Administrative Cost % for COSA Program

*Total Administrative Cost for this COSA funded program may not exceed 20% of the City's allocation to the Agency for this program.

COSA USE ONLY

Approved  1/26/17
Program Monitor Signature Date

Approved  1/26/17
Fiscal Monitor Signature Date

Approved  1/27/17
Additional Fiscal Approver Signature Date

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Beat AIDS Coalition Trust, Inc.

Melody Woosley, Director
Department of Human Services



Michele Durham,
Executive Director

Date: _____

Date: 1-20-17

APPROVED AS TO FORM:

Assistant City Attorney

ATTACHMENTS

Exhibit I – Scope of Work and Scorecard Revision (amending Attachment I in the Contract)

Exhibit II – Budget Revision (amending Attachment II in the Contract)



CITY OF SAN ANTONIO
DEPARTMENT OF HUMAN SERVICES

SCOPE OF WORK

Agency Name: BEAT AIDS Coalition Trust
Program Name: Case Management
FY 2016-2017

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Program Name: Case Management (CM)

Amount: \$61,601.00

Contract Term: October 1, 2016 – September 30, 2017

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- | | |
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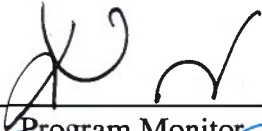
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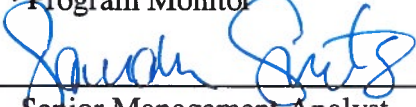
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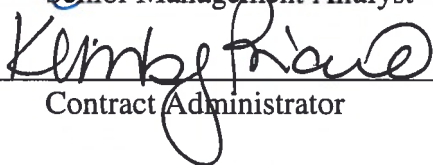
Reviewed and approved by:



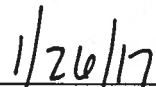
Program Monitor



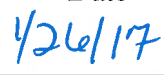
Senior Management Analyst



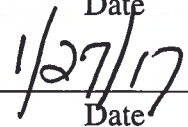
Contract Administrator



Date



Date



Date

Exhibit II

TOTAL AGENCY BUDGET

Agency Name: BEAT AIDS COALITION TRUST

FUNDING SOURCES	Actual Revenue FY 2015	Actual Expenditures FY 2015	Estimated Revenue FY 2016	Estimated Expenditures FY 2016	Projected Revenue FY 2017	Projected Expenditures FY 2017
1. City of San Antonio (COSA)	47,500.00	47,500.00	47,500.00	47,500.00	61,601.00	61,601.00
2. Local Government (other than COSA)	35,000.00	35,000.00	161,942.85	161,942.85	181,942.00	181,942.00
3. State Government						
4. Federal Government	1,234,501.00	1,234,501.00	1,578,655.15	1,578,655.15	2,108,828.00	2,108,828.00
5. United Way						
6. Foundation Grants	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
7. Donation	207,702.52	207,702.52	227,502.00	227,502.00	237,502.00	237,502.00
8. Other (list)	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00	59,400.00
TOTAL	\$1,609,103.52	\$1,609,103.52	\$2,100,000.00	\$2,100,000.00	\$2,674,273.00	\$2,674,273.00

Exhibit II

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,801.00

COSA GL	Contractor's GL	GL DESCRIPTION			Total Cost to COSA	ESG Programs Only - Agency Match		
** Position Type: All positions must select a Position Type. The Position Type "Program" is defined as any position that provides direct services/contact to a participant of the above named COSA Funded Program. All personnel providing Administration support (eg. CEO,CFO, Accountants and Secretarial staff), use position type "Admin".								
Personnel Services Schedule		Position/Title	**Position Type	Salary/ Wage Per Pay Period	Number of Pay Periods	Total Annual Salary	% Budgeted/ Allocated to COSA	Salary Budgeted/ Allocated to COSA
5101010	5105	Case Manager	Program	1,088.55	24	26,125.20	100.00%	26,125.20
5101010	5105	Cient Advocate	Program	677.09	24	16,250.16	100.00%	16,250.16
5101010						0.00		0.00
5101010						0.00		0.00
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5101010						0.00		0.00

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$81,801.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
5201025		Education		
5203090		Transportation Fees - Must not exceed current IRS Standard Mileage Rate	0.00	
		Anticipated Mileage		
		Rate Per Mile		
5205050		Freight and Storage		
5204010		Linen and Laundry Service		
5204050		Maintenance and Repair - Buildings and Improvements		
5204080		Maintenance and Repair - Machinery and Equipment		
5208530		Alarm and Security Services		
5201040		Fees to Professional Contractors - (Enter Details Below)	0.00	
		Contractor Name	Contract Amount	
		Purpose/Description of Services to be Provided		
5203040		Advertising and Publication		
5203050		Membership Dues and Licenses		
5203060		Binding, Printing and Reproduction		
5203070		Subscriptions to Publications		
Total Contractual Services			\$3,339.98	\$0.00
Commodities				
5302010	5515	Office Supplies	800.00	
5303010		Janitorial Supplies		
5304005		Clothing and Linen Supplies		
5304025		Motor Fuel and Lubricants		
5304070		Recreation Supplies		
5301010		Maintenance and Repair Materials (Buildings and Improvements)		
5301030		Maintenance and Repair Materials (Machinery and Equipment)		
5304075		Computer Software		
5304080		Other Commodities	0.00	
		Purpose/Description of Other Commodities	Amount	
Total Commodities			\$800.00	\$0.00
Fixed Charges				
5403010		Telecommunications		
5404530		Gas and Electricity		
5404540		Water		
5405030		Liability, Hazard, Fidelity Insurance		
5407020		Direct Assistance Payments To Program Participants - (Itemize by Type Below)	1,520.00	
		(Rental, Medical, Educational, Food for Program Participants, etc.)	Amount	
		VIA TRANSIT: 5 bus passes X \$38.00 per bus pass X 8 months = \$1,520	1,520.00	
Total Fixed Charges			\$1,520.00	\$0.00

PROGRAM LINE ITEM BUDGET

Agency Name: BEAT AIDS COALITION TRUST
 Program Title: Case Management

Budget Version: Original
 Total Program Budget: \$61,601.00

COSA GL	Contractor's GL	GL DESCRIPTION	Total Cost to COSA	ESG Programs Only - Agency Match
Capital Outlay				
5501000	5405	Computer Equipment <\$5,000	1,967.52	
5501055		Machinery and Equipment - Other <\$5000		
5501065		Furniture and Fixtures <\$5,000		
Total Capital Outlay			\$1,967.52	\$0.00
Total Program Budget			\$61,601.00	\$0.00

* Administrative Cost % for COSA Program

*Total Administrative Cost for this COSA funded program may not exceed 20% of the City's allocation to the Agency for this program.

COSA USE ONLY

Approved  1/20/17
Program Monitor Signature Date

Approved  1/26/17
Fiscal Monitor Signature Date

Approved  1/27/17
Additional Fiscal Approver Signature Date