

Contract Summary Form

OC Expediter Requisition #: 1793605

Hub for Integration, Reentry & Employment (HIRE)

SUMMARY OF SIGNIFICANT CHANGES

1. Patent/Copyright/Trademarked Materials/Proprietary Infringement: Added language to address use of trademarked materials. Page 1-2.
2. Delegation, Assignment and Subcontracts: Added language to address notification and approval process for delegations and subcontracts. Page 2.
3. Change of Ownership/Name, Litigation Status, Conflicts with County Interests: Added language to address financial conflicts of interest. Page 3.
4. Confidentiality: Added language to address written consents for release of information. Page 3.
5. Compliance with Laws: Added language to require maintaining certifications, permits, licenses, etc. necessary for the services provided. Page 4-5.
6. Adjustments – Scope of Work: Modified language that changes to scope require approval of County Project Manager. Page 4.
7. Notices: Added contact and updated email addresses. Page 4-5.
8. Payment Card Compliance: Added section. Page 5.
9. Notification of Public Events/Meetings: Added section. Page 5.
10. Literature, Advertisements/Marketing, Social Media: Added section. Page 6.
11. Debarment and Suspension Certification: Added section. Page 7.
12. Networking and IT Responsibilities: Added section. Page 7.
13. Attachment A, Scope of Work: replaced in its entirety to update background, add to scope of work preparations for the Workforce Reentry Center, modify definition of Equipment, add notifications for changes in Key Personnel, and update Operating Hours to add Holiday schedule at the Manchester Office Building.
14. Attachment B, Payment and Compensation: replaced in its entirety to increase annual budget from \$550,000 to \$800,000 for years two and three, increase total contract amount from \$1,650,000 to \$2,150,000, modify Section 5 (Contractor’s Expense), add Section 10 (Fundraising and Consulting Services), and add Section 11 (Special Provisions).
15. Attachment C, County Social Media Use Policy and Procedures, added to the Contract.
16. Attachment D, OCIT’s Basic Security Recommendations for County Vendors, added to the contract.
17. Attachment E, Business Associate Agreement, added to contract.

SUBCONTRACTORS

This contract does not currently include subcontractors or pass through to other providers.

CONTRACT OPERATING EXPENSES

Budget Item	Annual Budget
Salaries and Benefits	\$487,900
Stipends for Program Participants	50,000
Professional Services	91,000
Marketing/Communication	7,000
Office Expenses and Supplies	18,000
Program Expenses and Supplies	110,000
Client Supports	6,000
Staff Training	4,100
*Indirect Costs	26,000
Total	\$800,000

**Indirect costs may include, but are not limited to management oversight, travel, audit costs, and other miscellaneous costs associated with the indirect support of this program. Indirect costs are limited to 15% of the Modified Total Direct Costs, in accordance with the Uniform Guidance, 2CFR.*