

SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM  
3.45  
(ID # 7070)

**MEETING DATE:**

Tuesday, June 26, 2018

**FROM :** PUBLIC SOCIAL SERVICES:

**SUBJECT:** DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Maximus Human Services, Inc., amendment #02 to the Professional Services Agreement for Supplemental Security Income Advocacy Services, July 1, 2018 through June 30, 2021. [Districts: All]; [Increase for FY 18/19 of \$189,375 to existing \$120,625 annual base agreement through 20/21, \$91,875 increase for FY 19/20 and \$16,875 increase for FY 20/21; aggregate increase of \$298,125 to aggregate base of \$361,875, up to \$29,812.50 in additional compensation - 100% State]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and authorize the Board Chairman to execute amendment #02 to professional services agreement #AA-03396 with Maximus Human Services, Inc., for Supplemental Security Income advocacy services, increasing the maximum aggregate amount by \$298,125 from \$361,875 to \$660,000, for the period July 1, 2018 through June 30, 2021;
2. Authorize the Director of DPSS, or designee, to take all necessary steps to administer and implement agreement AA-03396, and amendments thereto, approved by the Board, including subsequent and necessary documents for such administration and implementation, subject to approval as to form by County Counsel.
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459 and based on availability of funding and as approved by County Counsel, to sign amendments that do not change the substantive terms of the agreement and sign amendments to the compensation provisions that do not exceed 10% annually.

**ACTION:** Policy

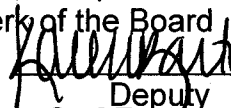
  
Susan Von Zabern, Director of Public Social Services 5/22/2018

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Perez, seconded by Supervisor Jeffries and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington and Perez  
Nays: None  
Absent: Ashley  
Date: June 26, 2018  
xc: DPSS, Purchasing

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$0	\$310,000	\$660,000	\$0
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS: State 100%</b>			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: FY 18/19-20/21</b>	

**C.E.O. RECOMMENDATION:** Approve.

**BACKGROUND:**

**Summary**

On December 12, 2017, DPSS received notification of acceptance of the county's application for Housing and Disability Advocacy Program (HDAP) funding, authorized by Assembly Bill 1603 (Chapter 25, Statutes of 2016). The state funded the HDAP allocation, in the amount of \$1,360,132, through June 30, 2020. DPSS allocated \$360,000 to provide Supplemental Security Income advocacy services (SSI).

Since November, 2013, DPSS has contracted with Maximus Human Services, Inc., a national organization with proven experience in disability benefits advocacy, to provide similar disability benefits advocacy to foster youth in obtaining SSI/SSP benefits while in foster care, before leaving the system and/or being emancipated.

On August 23, 2016 (3.50), the Board of Supervisors approved an agreement with Maximus, in the aggregate amount of \$583,021, covering the period FY 16/17 through 20/21 (\$361,875 covering the period FY 18/19 through 20/21). DPSS now proposes to augment the current agreement, for the period 18/19 through 20/21, to provide similar services for eligible HDAP clients who are chronically homeless, at an additional aggregate cost of \$298,125.

Many clients may qualify for federal SSI and State Supplementary Payment (SSP) benefits, but often go without because no one is there to assist them in the arduous application process. It is estimated that a total of 96 individuals per year will receive disability benefits advocacy services (288 total for three years); broken down by the following estimates per year: 168 people in FY 18/19; 90 people in FY 19/20; and 30 people in FY 20/21.

DPSS will utilize existing outreach and case management services/systems to identify and refer those clients who may be eligible for disability benefits and are experiencing chronic homelessness (based on HUD's definition). The highest users of state/county funded resources will be prioritized through coordination and integration with existing systems (primarily the

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County of Riverside Continuum of Care Coordinated Entry System and Whole Person Care Pilot). HDAP services will also receive referrals from the county's Whole Person Care Pilot.

**Impact on Residents and Businesses**

The County of Riverside annual Homeless Point in Time Count shows a 14% increase in the number of unsheltered chronic homeless individuals from 2016-2017 (there were 299 chronic homeless in 2016 and 341 in 2017). Overall, there was a 21% increase in the number of unsheltered homeless individuals from 2016-2107 (from 1,351 individuals to 1,638 individuals). In addition to an overall increase in those who have been homeless the longest, those with a disability could qualify for disability benefits. By expanding services to HDAP eligible clients, those with a disability could qualify for disability benefits for income and financial assistance to pay for housing, food and clothing to increase stability, promote recovery and decrease homelessness. It is estimated that under this agreement, a total of 288 individuals will receive disability benefits advocacy services over a three (3) year period.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Funding for this amendment was budgeted through the normal county budgeting process, so no budget adjustment is necessary; funds for this agreement have been allocated for FY 18/19.

	FY 18/19	FY 19/20	FY 20/21	Total MRA Increase
SSI Advocacy Services	\$189,375	\$91,875	\$16,875	\$298,125

**Contract History and Price Reasonableness**


On August 23, 2016 (#3.50), the Board of Supervisors approved RFQ #DPARC-490 bid and an agreement with Maximus Human Services, Inc., to provide Supplemental Security Income services for the period September 01, 2016 through June 30, 2021, in an aggregate amount of \$583,021. After negotiations, Maximus revised their cost to \$1,250 per application, a savings of \$158,400 throughout the contract term, for those 288 HDAP clients. DPSS would like to amend this agreement to expand disability advocacy services for those eligible for HDAP services, eligible clients who are chronically homeless. By utilizing an existing agreement to include HDAP eligible clients, DPSS is receiving the same rate for a more complex population than the foster youth clients. These services will maximize available financial resources by providing much needed assistance to qualified individuals experiencing chronic homelessness in Riverside County. The cost for DPSS to include HDAP clients will be an increased total of \$360,000 for the period July 1, 2018 through June 30, 2021. The maximum reimbursement amount for foster youth services decreased by \$20,625 annually from July 1, 2018 through June 30, 2021, for a maximum reimbursement amount of \$521,146, due to underutilization of services. The total aggregate cost of Foster Youth Services and HDAP services is \$881,146 over the entire term of the agreement, dating back to FY 16/17, through FY 20/21.

**Prev. Agn. Ref.: 08/23/16 (#3.50)**

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**ATTACHMENTS:**

**Attachment A:**      Amendment #02 to the Professional Service Agreement with Maximus Human Services, Inc. for Supplemental Security Income Advocacy Services

  
\_\_\_\_\_  
Jennifer Sargent, Principal Management Analyst

6/19/2018

  
\_\_\_\_\_  
Teresa Summers, Director of Purchasing

5/25/2018

  
\_\_\_\_\_  
Gregory V. Priamos, Director County Counsel

6/14/2018

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 AMENDMENT # 02  
 PROFESSIONAL SERVICES AGREEMENT WITH  
 MAXIMUS HUMAN SERVICES INC.  
 SUPPLEMENTAL SECURITY INCOME ADVOCACY SERVICES

**PROFESSIONAL SERVICES AGREEMENT:** AA-03396-02

**EFFECTIVE PERIOD:** September 1, 2016 - June 30, 2021

**EFFECTIVE DATE OF AMENDMENT:** July 1, 2018

**MAXIMUM AGGREGATE AMOUNT:** \$881,146.00

This Amendment # 02 to the Professional Services Agreement for Supplemental Security Income Advocacy Services, Agreement # AA-03396, (hereinafter referred to as "Amendment # 02"), effective July 1, 2018, is made by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (hereinafter referred to as the "County" and/or "DPSS"), and Maximus Human Services Inc., a Virginia corporation (hereinafter referred to as "Contractor").

**WHEREAS**, DPSS and Contractor have entered into that certain Professional Services Agreement for Supplemental Security Income Advocacy Services, approved by the Riverside County Board of Supervisors on August 23, 2016, Agenda Item 3-50, and effective September 1, 2016 (hereinafter referred to as "Agreement"); and,

**WHEREAS**, the Agreement has been amended by that certain Amendment # 01, effective October 31, 2017, adding clarifying language to Section III. DPSS RESPONSIBILITIES and Section IV. CONTRACTOR RESPONSIBILITIES and deleting and replacing Exhibit A, SSI Process, in its entirety;

**NOW THEREFORE**, DPSS and Contractor agree as follows:

1. On the recitals page and every page thereafter, amend all references to the Agreement number to read: AA-03396-02.
2. Section I. DEFINITIONS shall be amended as follows:

"I. DEFINITIONS

- A. "Age-18 Redetermination" refers to the disability review to determine whether an individual who had been eligible for SSI as a child and has turned 18 is disabled under the new disability rules for adults.
- B. "ASD Social Worker" refers to a social worker from the Adult Services Division.
- C. "CDR" refers to Continuing Disability Review.

- D. "CES" refers to the Coordinated Entry System in Riverside County.
- E. "CoC" refers to the County of Riverside Continuum of Care.
- F. "Contractor" refers to Maximus Human Services, Inc. and its employees, agents and representatives providing services under this Agreement.
- G. "Dependent Youth" refers to children and/or NMDs in out-of-home placement with Riverside County DPSS Children's Services.
- H. "DPSS" and/or "the County" refers to the County of Riverside and its Department of Public Social Services, which has administrative responsibility for this Agreement.
- I. "HDAP" refers to the Housing and Disability Advocacy Program
- J. "HDAP Client" refers to a chronically homeless adult with a disability with Riverside County DPSS Adult Services.
- K. "HIPAA" refers the Health Insurance Portability and Accountability Act.
- L. "Redetermination" refers to the review of income, resources, and living arrangements to determine whether an individual is still eligible for SSI and is getting the correct payment.
- M. "SAMHSA" refers to Substance Abuse and Mental Health Services Administration
- N. "SOAR" refers to the SSI/SSDI Outreach, Access and Recovery
- O. "SSA" refers to the Social Security Administration, the federal agency administering the SSI program.
- P. "SSA-FCL" refers to the DPSS Social Security Foster Care Liaison.
- Q. "SSDI" refers to Social Security Disability Insurance.
- R. "SSI" refers to Supplemental Security Income.
- S. "SSI Advocate" refers to Contractor staff reviewing cases for SSI eligibility and preparing SSI applications.
- T. "SSP" refers to State Supplementary Payment.
- U. "Subcontract" refers to any contract, purchase order, or other purchase agreement, including modifications and change orders to the foregoing, entered into by the Contractor with a subcontractor to furnish supplies, materials, equipment, and services for the performance of any of the terms and conditions contained in this Agreement.
- V. "Subcontractor" means any supplier, vendor, or firm that furnishes supplies, materials, equipment, or services to or for the Contractor or another subcontractor.
- W. "SSW" refers to DPSS Children's Services Social Workers.
- X. "WPC" refers to Whole Person Care."

3. Section II. OBJECTIVES shall be amended as follows:

"II. OBJECTIVES

DPSS desires to maximize the use of federal and state funds by obtaining Supplemental Security Income (SSI) and State Supplementary Payment (SSP) benefits for eligible youth while each youth is in foster care and to have funding available to each youth upon leaving the system and/or upon emancipation. In addition, DPSS desires Contractor to provide disability benefits advocacy services for eligible HDAP clients who are chronically homeless or experiencing homelessness, and who may be eligible for disability income benefits by assisting eligible clients to successfully apply for and obtain SSI/SSDI benefits."

4. Section III. DPSS RESPONSIBILITIES, shall be amended as follows:

"III. DPSS RESPONSIBILITIES

A. Assign staff to be the liaison between DPSS and the Contractor.

B. DPSS may monitor the performance of the Contractor in meeting the terms, conditions and services in this Agreement. DPSS, at its sole discretion, may monitor the performance of the Contractor through any combination of the following methods: periodic on-site visits, annual inspections, evaluations and Contractor self-monitoring.

C. At least once per month, DPSS will provide the Contractor with a list of dependent youth and/or HDAP clients to be screened by the Contractor.

D. DPSS will provide workspaces in a County facility or facilities for use by the SSI Advocate. DPSS shall have the discretion to determine whether this will be a dedicated cubicle assigned to each SSI Advocate or a shared space in which the SSI Advocate can work while in that office.

E. DPSS shall have final authority in decisions relating to the dependent youth's and HDAP client's best interest.

F. DPSS HDAP Specialist will serve as the liaison between Contractor and those referred from CES and DPSS and will provide a weekly list of HDAP eligible clients to Contractor."

5. Section IV. CONTRACTOR RESPONSIBILITIES, paragraph A. SCOPE OF SERVICES shall be amended as follows:

"IV. CONTRACTOR RESPONSIBILITIES

A. SCOPE OF SERVICE

1. Assign staff to be the liaison between the Contractor and DPSS.

2. Contractor staff providing direct services under the awarded contract will have a minimum of three (3) years' experience preparing, processing, reviewing, or approving disability claims.

3. Contractor will screen all dependent foster youth and homeless clients on lists provided by DPSS in accordance with III.C at least once per month or as requested by County. Contractor will review all in-progress applications at least monthly.
4. Contractor will prioritize applications for youth in out-of-home placement that are turning 18 years of age and/or emancipating from the system within one year. Contractor shall ensure that applications for emancipating youth are submitted before they reach 17.5 years of age (or within six months of entering foster care for youth who enter after age 17.5).
5. Before completing an application, Contractor will review cases with the DPSS Social Security Foster Care Liaison (SSA-FCL) and/or HDAP Specialist to ensure that applicants are financially eligible according to state guidelines.
6. Contractor will conduct case reviews at DPSS facilities in office space designated by the County.
7. Contractor will travel to various County work sites as required to review case files and obtain necessary documentation. DPSS has offices located throughout Riverside County, including Riverside, Elsinore, Temecula, Hemet, Perris, Moreno Valley, Banning, Cathedral City, Indio, and Blythe.
8. Contractor will collect all information required for application by the SSA, including (but not limited to) biographical, legal, medical, and educational information, and submit applications to SSA.
9. Additional required resources and forms Contractor shall utilize include:
  - a. Contractor shall utilize form SSA-1696 to represent the client for SSI/RSDI benefits and discuss confidential information with SSA staff. SSA-1696 Appointment of Representative  
<https://www.ssa.gov/forms/ssa-1696.pdf>
  - b. Contractor shall utilize form SSA-827 to allow SSA staff and the authorized rep to request medical information from treating sources to utilize as evidence for only the SSI application. SSA-827 Authorization to Disclose Information - <https://www.ssa.gov/forms/ssa-827.pdf>
  - c. SSA-11 Request To Be Selected As Payee - recipient of cash benefits needs to sign this form (usually the client)
  - d. SSA-8000 - application for SSI. Contractor will complete the application, that client needs to sign.
  - e. SSA-3373 Adult Function Report - questionnaire to be completed by client or someone who knows client well; Contractor can assist in completing this questionnaire during interview
  - f. SSA-3369 Work History Report - questionnaire to be completed by client regarding work history; Contractor can assist in completing this questionnaire during interview



- g. SSA-16 Application For Disability Insurance Benefits - application for Title II benefits (if the client has worked before)
  - h. County shall provide Contractor any necessary forms required.
  - i. Business Associate Addendum, to allow Contractor to handle confidential information that is placed in the County's care.
10. Contractor is responsible for application, reconsideration, hearings/appeals, and disability reviews. An application process flow chart is attached hereto as Exhibit A-1, Foster Youth SSI Benefits Advocacy Process and Exhibit A-2, HDAP SSI Benefits Advocacy Process.
11. Contractor will coordinate scheduling SSA-requested medical examinations with the assigned Riverside County Social Services Worker (SSW). Contractor will not transport foster youth or HDAP clients to medical examinations.
12. Within four (4) calendar weeks of receipt of any denial letter, Contractor will evaluate and determine if a case has potential for approval through the appeal council or judicial review steps of the SSI appeal process. The Contractor will contact the dependent youth's SSW and DPSS HDAP Specialist regarding cases where an application is denied to jointly determine if filing a reconsideration is the course of action in the best interests of the dependent youth and HDAP client.
13. Upon Request from DPSS, Contractor shall provide Children's Services Division staff with orientations regarding the application process and the duties and procedures of the Contractor's staff. DPSS will coordinate the orientations and reserves the right to request up to six (6) orientations per contract year. DPSS shall give the Contractor one month's notice when requesting an orientation. In addition to individual benefits advocacy and assistance, Contractor shall provide orientations regarding the application process and the services they provide to DPSS staff and representatives from the CoC, CES and WPC. The DPSS HDAP Specialist will coordinate the orientations with Contractor as requested.
14. Contractor will make contact with the HDAP client within 14 business days. Contractor will review all assigned cases with the HDAP Specialist and ASD Social Worker at least monthly at DPSS office locations throughout the County, depending on where the HDAP client is residing.
15. Developing and filing completely prepared documents for each step of the process(es) related to applying for disability benefits:
  - a. Applications
  - b. Appeals
  - c. Reconsiderations
  - d. Reinstatements/ and
  - e. Redeterminations

16. Coordinating with federal/state offices for: pending applications, appeals, reconsiderations, reinstatements, redeterminationss and advocating on behalf of HDAP clients.
17. Obtaining all relevant documentation from hospitals/medical centers, physicians, clinics, employers, case managers and others to meet the necessary burden of proof of an HDAP client's disability.
18. Contractor will be responsible for assisting the client in completing the application, reconsideration, hearings/appeals and disability reviews. A benefits application flow chart is included as Exhibit A-2, HDAP SSI Benefits Advocacy Process. Contractor staff will coordinate scheduling SSA-requested medical examinations with the HDAP Social Worker, who will arrange transportation for clients, as necessary.
19. Denials: Within four (4) calendar weeks of an HDAP client receiving a denial letter, Contractor will evaluate and determine if the case has potential for approval through the appeal council or judicial review steps of the SSI appeal process. Contractor shall contact the HDAP Social Worker regarding cases where an application is denied to jointly determine if filing a reconsideration is the best course of action and in the best interest of the client.
20. In addition Contractor will assist HDAP clients through the tedious and lengthy application process for disability benefits, DPSS also coordinates annual training in SSI/SSDI Outreach, Access and Recovery (SOAR) Technical Assistance for CoC-funded project staff and other CoC member agencies serving the homeless population. DPSS has partnered with San Bernardino County, a recipient of SOAR technical assistance, through Substance Abuse and Mental Health Services Administration (SAMHSA), to provide this training in Riverside County for the past two years.
21. Veteran's benefits: The DPSS HDAP Specialist will coordinate with the County of Riverside Department of Veterans' Services to refer any homeless veterans who may be eligible for benefits. The Department of Veterans' Service Representatives are thoroughly trained and accredited by the U.S. Department of Veterans Affairs to assist veterans with disability claims, including: compensation for service related disabilities, pension for veterans with non-service connected disabilities, medical treatment at VA Medical Centers (application and information), and other benefits.
22. Contractor will facilitate problem solving of procedural, programmatic, and regulatory issues. Contractor will transfer all case paperwork to designated County Staff upon receipt of written Notice of Award.
23. Contractor will provide any interpretation service needed for communication with DPSS clients or any foreign-language-speaking collateral contacts who must be consulted as part of the responsibilities enumerated above.
24. Contractor shall maintain all client records in such a manner to ensure client confidentiality and HIPAA compliance.
25. Technical Security System Requirements of the Privacy Agreements.

Contractor employees, subcontractors, and volunteers with access to MEDS/SSA/CMS/CWS provided information are required to take the same annual privacy and security training as well as sign an annual confidentiality agreement form. The records are to be maintained for a minimum period of five years by the Contractor. The Privacy Officer will provide the training materials and annual confidentiality agreement form.

26. Contractor shall report breaches of PII/PHI to the Privacy Officer's contact information  
 DPSS Privacy Officer Contact Information  
[privacyincident@rivco.org](mailto:privacyincident@rivco.org)

and/or

Nancy Chung  
 Administrative Services Manager I  
 Department of Public Social Services  
 7894 Mission Grove Pkwy. S. Ste. 100, 2nd Floor  
 Riverside, CA 92508  
 (951) 358-6841"

6. Section IV. CONTRACTOR RESPONSIBILITIES, paragraph B. REPORTING shall be amended as follows:

**"B. REPORTING**

1. The Contractor will provide a Monthly Aggregate Report to DPSS by the fifteenth calendar day of the month following the end of the month in which services were rendered (i.e., July report is due by August 15<sup>th</sup>) on forms provided or approved by DPSS. The report will include but not be limited to the following information.
  - a. Total number of new cases screened
  - b. Total number of new cases identified
  - c. Total number of new cases processed and applications filed
  - d. Total number of filed cases currently pending SSA decision
  - e. Total number of applications approved
  - f. Total number of applications denied
  - g. Total number of applications appealed
  - h. Total number of new Age-18 Redeterminations of disability identified
  - i. Total number of new Age-18 Redeterminations of disability processed and applications filed
  - j. Total number of filed Age-18 Redeterminations of disability currently pending SSA decision
  - k. Total number of Age-18 Redeterminations of disability approved
  - l. Total number of Age-18 Redeterminations of disability denied
  - m. Total number of Age-18 Redeterminations of disability appealed
  - n. Total number of new CDRs identified
  - o. Total number of new CDRs processed and applications filed
  - p. Total number of filed CDRs currently pending SSA decision
  - q. Total number of CDRs approved
  - r. Total number of CDRs denied
  - s. Total number of CDRs appealed

- t. Date on which report numbers were generated
2. The Contractor will provide a HADP Monthly Aggregate Report to DPSS by the fifteenth calendar day of the month following the end of the month in which services were rendered (i.e., July report is due by August 15<sup>th</sup>) on forms provided or approved by DPSS. The report will include but not be limited to the following information.
    - a. Total number of new cases screened
    - b. Total number of new cases identified
    - c. Total number of new cases processed and applications filed
    - d. Total number of filed cases currently pending SSA decision
    - e. Total number of applications approved
    - f. Total number of applications denied
    - g. Total number of applications appealed
    - h. Total number of new CDRs identified
    - i. Total number of new CDRs processed and applications filed
    - j. Total number of filed CDRs currently pending SSA decision
    - k. Total number of CDRs approved
    - l. Total number of CDRs denied
    - m. Total number of CDRs appealed
    - n. Date on which report numbers were generated
  3. The Contractor will provide a Monthly Client Detail Report by the fifteenth calendar day of the month following the end of the month in which services were rendered (i.e., July report is due by August 15<sup>th</sup>) on forms provided or approved by DPSS. Information will include but not be limited to the name and Date of Birth of each client served during the month (including clients with submitted applications pending SSA decisions, and any client who has an approval, denial, or appeal), type of service provided, status, and status date.
  4. The Contractor will provide statistics and reports, when available, upon DPSS request. Contractor shall submit, on forms provided or approved by DPSS, any financial and/or programmatic reports as requested by DPSS concerning Contractor's activities as they relate to this Agreement. Contractor shall maintain adequate records of its services provided.
  5. Contractor will be responsible to facilitate any problem-solving necessary when it comes to procedural, programmatic and regulatory issues. Payment will be contingent upon Contractor submitting an approved and complete application for each HDAP client approved by DPSS."
7. Section IV. CONTRACTOR RESPONSIBILITIES, paragraph C. FISCAL, subparagraphs 1, 2 and 3 shall be amended as follows:

"C. FISCAL

1. MAXIMUM AGGREGATE AMOUNT  
Total payment under this Agreement shall not exceed in aggregate \$881,146.00.
  - a. Total payment under this Agreement shall not exceed in aggregate

\$521,146.00 for Foster Youth Services.

Annually, payments shall not exceed for Foster Youth:

FISCAL YEAR PERIOD	ANNUAL PAYMENT
September 1, 2016 through June 30, 2017	\$100,521.00
July 1, 2017 through June 30, 2018	\$120,625.00
July 1, 2018 through June 30, 2019	\$100,000.00
July 1, 2019 through June 30, 2020	\$100,000.00
July 1, 2020 through June 30, 2021	\$100,000.00
Total	\$521,146.00

- b. Total payment under this Agreement shall not exceed in aggregate \$360,000.00 for HDAP Services.

Annually, payments shall not exceed for HDAP:

FISCAL YEAR PERIOD	ANNUAL PAYMENT
July 1, 2018 through June 30, 2019	\$210,000.00
July 1, 2019 through June 30, 2020	\$112,500.00
July 1, 2020 through June 30, 2021	\$37,500.00
Total	\$360,000.00

## 2. UNIT OF SERVICE COST RATE

Foster Youth Services	Unit Cost of Service
Fee for obtaining SSI written Notice of Award of benefits	\$1,250.00
Fee for obtaining a notice of disability under adult disability rules for an Age-18 Redetermination of disability	\$1,250.00
Fee for obtaining a notice of continued disability for a Continuing Disability Review (CDR)	\$625.00

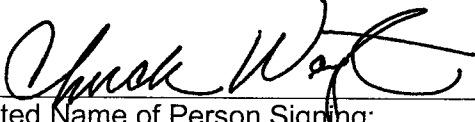
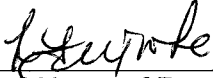
HDAP Service	Unit Cost of Service
Fee for submitting approved and complete SSI written Application for benefits	\$1,250.00

## 3. METHOD, TIME AND SCHEDULE CONDITIONS OF PAYMENT

- a. The Contractor will be paid the actual amount of each monthly invoice for payment in accordance with the Unit of Service Cost Rate. If the required supporting documentation is not provided, DPSS may delay payment until the information is received by DPSS.
- b. The Contractor will provide a separate invoice for Foster Youth services and HDAP services once a month to DPSS within twenty (20) calendar days following the month in which the services were provided and will submit in the format provided by Riverside County DPSS along with any supporting documentation.

- c. All complete claims submitted in a timely manner shall be processed within forty-five (45) calendar days.
  - d. The Contractor shall submit DPSS Forms 2076A (Exhibit B), following the instructions set forth in Exhibit B, attached hereto and incorporated herein by this reference, for request of all payments. Additionally, The Contractor shall submit supporting documentation of award, such as copies of award letters or other documentation provided by SSA as proof of award. For HDAP referred clients Contractor shall submit supporting documentation of application receipt or online certificate.
  - e. Each claiming period shall consist of a calendar month claiming period. Contractor Invoice estimates for May and June are due no later than the 5th of June. Actual Contractor invoices for May and June are due no later than the 30th of July.”
8. Exhibit A, SSI Process, shall be deleted and replaced in its entirety with Exhibit A-1, Foster Youth SSI Benefits Advocacy Process, attached hereto and incorporated herein.
9. All other terms and conditions in the Agreement remain unchanged and in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused their duly authorized representatives to execute this Amendment # 02 to the Agreement.

Authorized Signature for County: 	Authorized Signature for Maximus Human Services Inc.: 
Printed Name of Person Signing: Chuck Washington	Printed Name of Person Signing: Adam Polatnick <b>Lauren Fujioka Sr. Director</b>
Title: Chairman, Board of Directors	Title: <del>Vice President &amp; Asst. General Counsel</del>
Address: 10281 Kidd St. Riverside, CA 92503	Address: 1891 Metro Center Drive Reston, VA 20190
Date Signed: JUN 26 2018	Date Signed: 6/18/2018

FORM APPROVED COUNTY COUNSEL  
 BY:  6/12/18  
 DANIELLE D. MALAND DATE

ATTEST:  
 KECIA WARRER-IHEM, Clerk  
 BY:   
 DEPUTY

Exhibit A-1 – Foster Youth SSI Benefits Advocacy Process

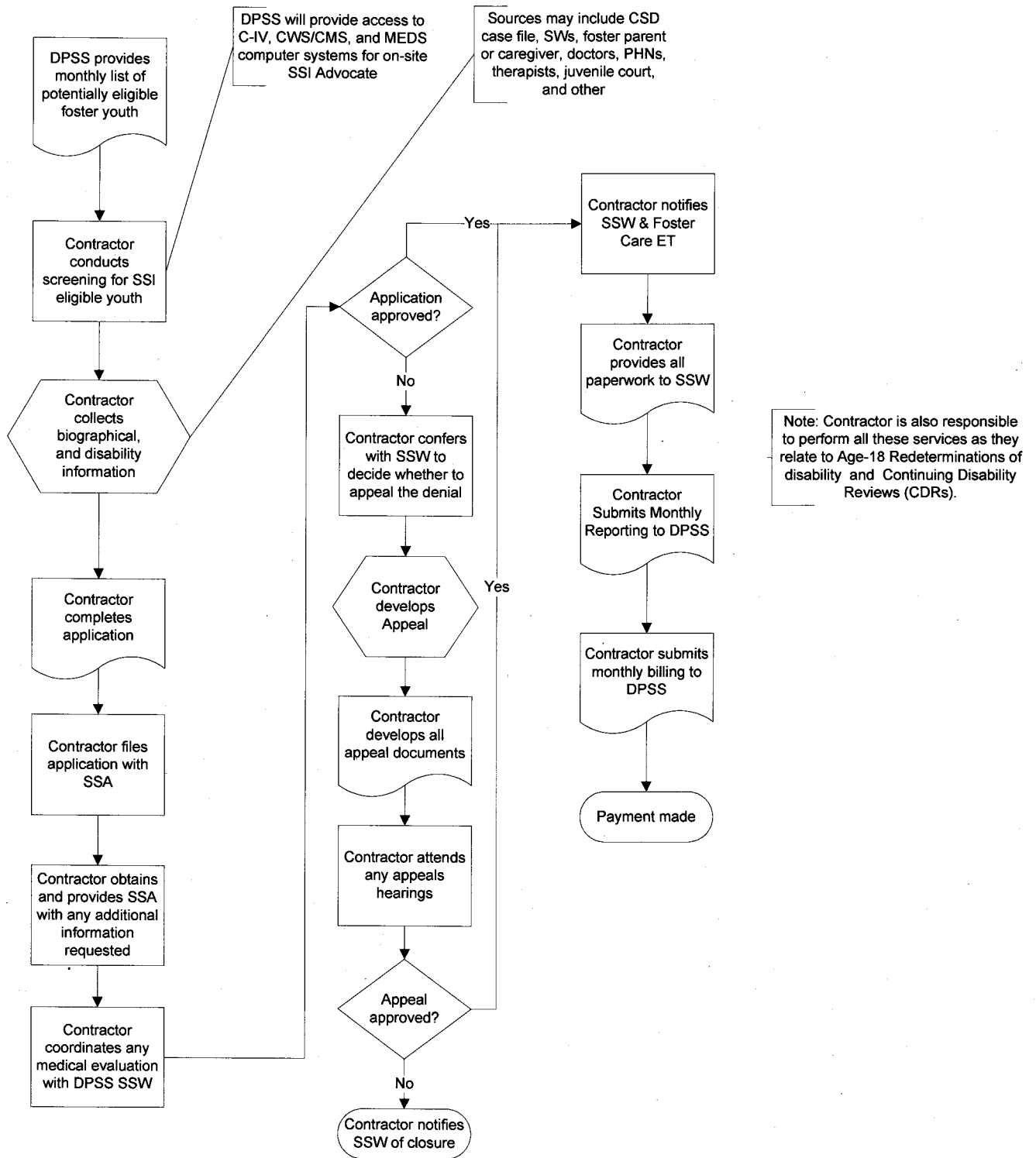


Exhibit A-2 - HDAP SSI Benefits Advocacy Process

County of Riverside  
Housing and Disability Assistance Program  
Process Flowchart

