

# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

55 FARMINGTON AVENUE – HARTFORD, CONNECTICUT 06105-5033

8-12-16

Rocco R. Tricarico  
Executive Director  
Human Resources Agency of New Britain, Inc.  
180 Clinton Street  
New Britain, CT .06053

CONTRACT #: 13DSS1501NL / 089C-CBG-30  
PERIOD: 10/1/2013 To 9/30/2016

AMOUNT: \$1,687,485.00  
AMENDMENT: A2

Dear Mr. Tricarico:

I am pleased to inform you that the above referenced amendment has been fully executed and approved. Attached is a scanned copy of the amendment for your files.

Requests for Payment should be completed and directed to the program contact identified below. The Department will process requests for payment in accordance with the terms of the contract. Your receipt of payment is contingent upon the continued availability of funds and your agency's compliance with the terms of the contract.

For issues or concerns related to the Program please direct your inquiries to:

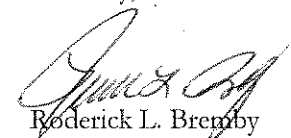
**PROGRAM**

Clare Fravel  
(860) 424-5032

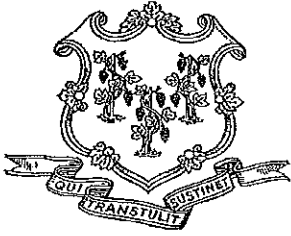
**CONTRACT**

Tina McGill  
(860) 424-5082  
tina.mcgill@ct.gov

Sincerely,

  
Roderick L. Bremby  
Commissioner

C: Clare Fravel  
Cassie Norfleet-Johnson  
Contract file



STATE OF CONNECTICUT  
DEPARTMENT OF SOCIAL SERVICES

**CONTRACT AMENDMENT**

**Contractor:** Human Resources Agency of New Britain, Inc.

**Contractor Address:** 180 Clinton Street, New Britain, CT .06053

**Contract Number:** 13DSS1501NL / 089C-CBG-30

**Amendment Number:** A2

**Amount as Amended:** **\$1,687,485.00**

**Contract Term as Amended:** 10/1/2013 - 9/30/2016

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The contract between Human Resources Agency of New Britain, Inc. (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and approved by the Office of the Commissioner on 11/25/2014, is hereby further amended as follows:

1. The total maximum amount payable under this contract has increased by \$38,844.00 from \$1,648,641.00 to \$1,687,485.00. This one-time increase is due to the various additions and/or reductions to FFY 15 and FFY 16 budget component revisions.
2. The budget on pages 2-3 of Amendment #1 is hereby deleted and shall be replaced in their entirety by pages 2 - 4 of this Amendment.

**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.**

POS Budget (Revised 7/13)

CBG & HSI Composite

Contractor Name: Human Resources Agency of New Britain  
 Program/Contract Number: CORE-CT 13DSS1501NL / POS 089C-CBG-30  
 Program Name: CBG & HSI Composite

ALL FORMULA CALCULATIONS

CSBG & HSI Budget

Line#	Item	2013-2014	(+ or -)	2013-2014	2014-2015	(+ or -)	2014-2015	2015-2016	(+ or -)	2015-2016	2013-2016	(+ or -)	2013-2016
		Year 1	Year 1 Adj	Year 1 Rev	Year 2	Year 2 Adj	Year 2 Rev	Year 3	Year 3 Adj	Year 3 Rev	3 Year Total	3 Year Total Adj	3 Year Total Rev
<b>1</b>	<b>CONTRACTUAL SERVICES</b>												
1a	Accounting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1b	Legal	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
1c	Independent Audit	\$ 2,553.00	\$ -	\$ 2,553.00	\$ 2,981.00	\$ -	\$ 2,981.00	\$ 2,271.00	\$ -	\$ 2,271.00	\$ 7,805.00	\$ -	\$ 7,805.00
1d	Other Contractual Services	\$ 17,443.00	\$ -	\$ 17,443.00	\$ 19,387.00	\$ -	\$ 19,387.00	\$ 22,971.26	\$ -	\$ 22,971.26	\$ 59,801.26	\$ -	\$ 59,801.26
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 19,996.00</b>	<b>\$ -</b>	<b>\$ 19,996.00</b>	<b>\$ 24,368.00</b>	<b>\$ -</b>	<b>\$ 24,368.00</b>	<b>\$ 25,242.26</b>	<b>\$ -</b>	<b>\$ 25,242.26</b>	<b>\$ 69,606.26</b>	<b>\$ -</b>	<b>\$ 69,606.26</b>
<b>2</b>	<b>ADMINISTRATION</b>												
2a	Admin Salaries	\$ 32,452.00	\$ -	\$ 32,452.00	\$ 24,758.00	\$ -	\$ 24,758.00	\$ 25,553.00	\$ -	\$ 25,553.00	\$ 82,763.00	\$ -	\$ 82,763.00
2b	Admin Fringe Benefits	\$ 12,140.73	\$ -	\$ 12,140.73	\$ 9,991.00	\$ -	\$ 9,991.00	\$ 10,262.86	\$ -	\$ 10,262.86	\$ 32,394.59	\$ -	\$ 32,394.59
2c	Admin Overhead	\$ 1,924.00	\$ -	\$ 1,924.00	\$ 26,892.00	\$ -	\$ 26,892.00	\$ 28,844.00	\$ -	\$ 28,844.00	\$ 57,660.00	\$ -	\$ 57,660.00
	<b>TOTAL ADMINISTRATION</b>	<b>\$ 46,516.73</b>	<b>\$ -</b>	<b>\$ 46,516.73</b>	<b>\$ 61,641.00</b>	<b>\$ -</b>	<b>\$ 61,641.00</b>	<b>\$ 64,659.86</b>	<b>\$ -</b>	<b>\$ 64,659.86</b>	<b>\$ 172,817.59</b>	<b>\$ -</b>	<b>\$ 172,817.59</b>
<b>3</b>	<b>DIRECT PROGRAM STAFF</b>												
3a	Program Salaries	\$ 298,657.70	\$ -	\$ 298,657.70	\$ 317,069.00	\$ -	\$ 317,069.00	\$ 290,751.99	\$ -	\$ 290,751.99	\$ 906,478.69	\$ -	\$ 906,478.69
3b	Program Fringe Benefits	\$ 111,727.57	\$ -	\$ 111,727.57	\$ 108,503.17	\$ -	\$ 108,503.17	\$ 97,729.75	\$ -	\$ 97,729.75	\$ 315,960.49	\$ -	\$ 315,960.49
	<b>TOTAL DIRECT PROGRAM</b>	<b>\$ 410,385.27</b>	<b>\$ -</b>	<b>\$ 410,385.27</b>	<b>\$ 423,572.17</b>	<b>\$ -</b>	<b>\$ 423,572.17</b>	<b>\$ 388,481.74</b>	<b>\$ -</b>	<b>\$ 388,481.74</b>	<b>\$ 1,222,439.18</b>	<b>\$ -</b>	<b>\$ 1,222,439.18</b>
<b>4</b>	<b>OTHER COSTS</b>												
4a	Program Rent	\$ 33,841.00	\$ -	\$ 33,841.00	\$ 34,958.83	\$ -	\$ 34,958.83	\$ 36,595.08	\$ -	\$ 36,595.08	\$ 105,392.91	\$ -	\$ 105,392.91
4b	Consumable Supplies	\$ 4,092.00	\$ -	\$ 4,092.00	\$ 4,426.00	\$ -	\$ 4,426.00	\$ 4,430.49	\$ -	\$ 4,430.49	\$ 12,948.49	\$ -	\$ 12,948.49
4c	Travel & Transportation	\$ 792.00	\$ -	\$ 792.00	\$ 300.00	\$ -	\$ 300.00	\$ 632.00	\$ -	\$ 632.00	\$ 1,724.00	\$ -	\$ 1,724.00
4d	Utilities	\$ 8,321.00	\$ -	\$ 8,321.00	\$ 7,179.00	\$ -	\$ 7,179.00	\$ 6,966.00	\$ -	\$ 6,966.00	\$ 22,466.00	\$ -	\$ 22,466.00
4e	Repairs & Maintenance	\$ 14,546.00	\$ -	\$ 14,546.00	\$ 9,983.00	\$ -	\$ 9,983.00	\$ 9,983.00	\$ -	\$ 9,983.00	\$ 34,512.00	\$ -	\$ 34,512.00
4f	Insurance	\$ 3,035.00	\$ -	\$ 3,035.00	\$ 4,260.00	\$ -	\$ 4,260.00	\$ 4,332.38	\$ -	\$ 4,332.38	\$ 11,627.38	\$ -	\$ 11,627.38
4g	Food & Related Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4h	Training & Conference Cost	\$ 522.00	\$ -	\$ 522.00	\$ 1,884.00	\$ -	\$ 1,884.00	\$ 603.00	\$ -	\$ 603.00	\$ 2,809.00	\$ -	\$ 2,809.00
4i	Other Project Expenses	\$ 7,500.00	\$ -	\$ 7,500.00	\$ 545.00	\$ -	\$ 545.00	\$ 23,097.00	\$ -	\$ 23,097.00	\$ 31,142.00	\$ -	\$ 31,142.00
	<b>TOTAL OTHER COSTS</b>	<b>\$ 72,649.00</b>	<b>\$ -</b>	<b>\$ 72,649.00</b>	<b>\$ 63,333.83</b>	<b>\$ -</b>	<b>\$ 63,333.83</b>	<b>\$ 86,638.95</b>	<b>\$ -</b>	<b>\$ 86,638.95</b>	<b>\$ 222,621.78</b>	<b>\$ -</b>	<b>\$ 222,621.78</b>
<b>5</b>	<b>EQUIPMENT</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>6</b>	<b>PROGRAM INCOME</b>												
6a	Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6b	Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>TOTAL PROGRAM INCOME</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>7</b>	<b>TOTAL NET PROGRAM COST</b>	<b>\$ 549,547.00</b>	<b>\$ -</b>	<b>\$ 549,547.00</b>	<b>\$ 572,915.00</b>	<b>\$ -</b>	<b>\$ 572,915.00</b>	<b>\$ 565,022.81</b>	<b>\$ -</b>	<b>\$ 565,022.81</b>	<b>\$ 1,687,484.81</b>	<b>\$ -</b>	<b>\$ 1,687,484.81</b>

POS Budget (Revised 7/1)

CSG

Contractor Name: Human Resources Agency of New Britain  
 Program/Contract Number: CORE-CT 13DSS1501NL / POS 089C-CBG-30  
 Program Name: CBG

CSBG Budget

Line #	Item	2013-2014	(+ or -)	2013-2014	2014-2015	(+ or -)	2014-2015	2015-2016	(+ or -)	2015-2016	2016-2016	(+ or -)	2016-2016
		Year 1	Year 1 Adj.	Year 1 Rev.	Year 2	Year 2 Adj.	Year 2 Rev.	Year 3	Year 3 Adj.	Year 3 Rev.	3 Year Total	3 Year Total Adj.	3 Year Total Rev.
1	CONTRACTUAL SERVICES												
	a Accounting	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
	b Legal	\$ -		\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -		\$ -	\$ -	\$ 2,000	\$ 2,000
	c Independent Audit	\$ 1,333		\$ 1,333	\$ 1,333	\$ 528	\$ 1,861	\$ 1,333	\$ (182)	\$ 1,151	\$ 3,969	\$ 346	\$ 4,345
	d Other Contractual Services	\$ 13,943		\$ 13,943	\$ 13,943	\$ (6,665)	\$ 7,278	\$ 13,943	\$ (3,866)	\$ 10,047	\$ 41,829	\$ (9,761)	\$ 32,068
	<b>TOTAL CONTRACTUAL SERVICES</b>	\$ 15,276	\$ -	\$ 15,276	\$ 15,276	\$ (4,137)	\$ 11,139	\$ 15,276	\$ (3,278)	\$ 11,998	\$ 45,828	\$ (7,415)	\$ 38,413
2	ADMINISTRATION												
	a Admin Salaries	\$ 15,067		\$ 15,067	\$ 18,837	\$ (6,480)	\$ 12,357	\$ 18,837	\$ (5,655)	\$ 13,152	\$ 52,741	\$ (12,165)	\$ 40,576
	b Admin Fringe Benefits	\$ 5,637		\$ 5,637	\$ 7,047	\$ (2,895)	\$ 4,151	\$ 7,047	\$ (2,624)	\$ 4,423	\$ 19,731	\$ (5,520)	\$ 14,211
	c Admin Overhead	\$ 1,200		\$ 1,200	\$ 1,200	\$ 12,349	\$ 13,549	\$ 1,200	\$ 12,350	\$ 13,550	\$ 3,600	\$ 24,659	\$ 28,299
	<b>TOTAL ADMINISTRATION</b>	\$ 21,904	\$ -	\$ 21,904	\$ 27,084	\$ 2,973	\$ 30,057	\$ 27,084	\$ 4,041	\$ 31,125	\$ 76,072	\$ 7,014	\$ 83,086
3	DIRECT PROGRAM STAFF												
	a Program Salaries	\$ 171,765		\$ 171,765	\$ 171,765	\$ 21,082	\$ 192,847	\$ 171,765		\$ 171,765	\$ 515,295	\$ 21,082	\$ 536,377
	b Program Fringe Benefits	\$ 64,257		\$ 64,257	\$ 64,257	\$ 520	\$ 64,777	\$ 64,257	\$ (6,495)	\$ 57,763	\$ 192,772	\$ (5,975)	\$ 186,797
	<b>TOTAL DIRECT PROGRAM</b>	\$ 236,022	\$ -	\$ 236,022	\$ 236,022	\$ 21,602	\$ 257,624	\$ 236,022	\$ (6,495)	\$ 229,528	\$ 708,067	\$ 15,107	\$ 723,174
4	OTHER COSTS												
	a Program Rent	\$ 16,504		\$ 16,504	\$ 14,035	\$ 2,688	\$ 16,723	\$ 14,035	\$ 2,414	\$ 16,449	\$ 44,574	\$ 5,103	\$ 49,676
	b Consumable Supplies	\$ 1,756		\$ 1,756	\$ 1,756	\$ 334	\$ 2,090	\$ 1,756	\$ 338	\$ 2,094	\$ 5,268		\$ 5,268
	c Travel & Transportation	\$ 500		\$ 500	\$ 500	\$ (332)	\$ 168	\$ 500		\$ 500	\$ 1,500		\$ 1,500
	d Utilities	\$ 6,437		\$ 6,437	\$ 5,082	\$ 213	\$ 5,295	\$ 5,082		\$ 5,082	\$ 16,814		\$ 16,814
	e Repairs & Maintenance	\$ 12,278		\$ 12,278	\$ 10,922	\$ (2,907)	\$ 8,015	\$ 10,922	\$ (2,907)	\$ 8,015	\$ 28,308		\$ 28,308
	f Insurance	\$ 2,600		\$ 2,600	\$ 2,600	\$ 755	\$ 3,355	\$ 2,600	\$ 755	\$ 3,355	\$ 7,800		\$ 7,800
	g Food & Related Costs	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
	h Training & Conference Costs	\$ -		\$ -	\$ -	\$ 1,684	\$ 1,684	\$ -	\$ 603	\$ 603	\$ -		\$ -
	i Other Project Expenses	\$ -		\$ -	\$ -	\$ 495	\$ 495	\$ -	\$ 23,097	\$ 23,097	\$ -	\$ 23,592	\$ 23,592
	<b>TOTAL OTHER COSTS</b>	\$ 40,075	\$ -	\$ 40,075	\$ 34,855	\$ 2,930	\$ 37,825	\$ 34,855	\$ 24,301	\$ 59,196	\$ 104,264	\$ 28,695	\$ 132,958
5	EQUIPMENT	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
6	PROGRAM INCOME												
	a Fees	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
	b Other Income	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
	<b>TOTAL PROGRAM INCOME</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	<b>TOTAL NET PROGRAM COST</b>	\$ 313,277	\$ -	\$ 313,277	\$ 313,277	\$ 23,368	\$ 336,645	\$ 313,277	\$ 18,569	\$ 331,846	\$ 939,831	\$ 41,937	\$ 981,768

POS Budget (Revised 7/13)

HSI

Contractor Name:

Human Resources Agency Division  
 2013-01-13DSS1501NL/089C-CBG-30  
 HSI

Program/Contract Number:

Program Name:

HSI Budget

Line#	Item	2013-2014	(+/-)	2013-2014	2014-2015	(+/-)	2014-2015	2015-2016	(+/-)	2015-2016	2013-2015	(+/-)	2013-2015
		Year 1	Year 1 Adj.	Year 1 Rev.	Year 2	Year 2 Adj.	Year 2 Rev.	Year 3	Year 3 Adj.	Year 3 Rev.	3 Year Tot.	3 Year Tot Adj.	3 Year Tot Rev.
<b>1</b>	<b>CONTRACTUAL SERVICES</b>												
	1a Accounting	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
	1b Legal	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
	1c Independent Audit	\$ 1,220		\$ 1,220	\$ 1,220	\$ (100)	\$ 1,120	\$ 1,220	\$ (100)	\$ 1,120	\$ 3,660	\$ (200)	\$ 3,460
	1d Other Contractual Services	\$ 3,500		\$ 3,500	\$ 3,500	\$ 8,609	\$ 12,109	\$ 3,500	\$ 8,624	\$ 12,124	\$ 10,500	\$ 17,233	\$ 27,733
	<b>TOTAL CONTRACTUAL SERVICES</b>	\$ 4,720	\$ -	\$ 4,720	\$ 4,720	\$ 8,509	\$ 13,229	\$ 4,720	\$ 8,524	\$ 13,244	\$ 14,160	\$ 17,633	\$ 31,193
<b>2</b>	<b>ADMINISTRATION</b>												
	2a Admin. Salaries	\$ 17,385	\$ -	\$ 17,385	\$ 17,385	\$ (4,984)	\$ 12,401	\$ 17,385	\$ (4,984)	\$ 12,401	\$ 52,155	\$ (9,958)	\$ 42,187
	2b Admin. Fringe Benefits	\$ 6,504	\$ -	\$ 6,504	\$ 6,504	\$ (664)	\$ 5,840	\$ 6,504	\$ (664)	\$ 5,840	\$ 19,511	\$ (1,327)	\$ 18,184
	2c Admin. Overhead	\$ 724	\$ -	\$ 724	\$ 724	\$ 12,619	\$ 13,343	\$ 724	\$ 14,570	\$ 15,294	\$ 2,172	\$ 27,189	\$ 29,361
	<b>TOTAL ADMINISTRATION</b>	\$ 24,613	\$ -	\$ 24,613	\$ 24,613	\$ 6,971	\$ 31,584	\$ 24,613	\$ 8,922	\$ 33,535	\$ 73,838	\$ 15,894	\$ 89,732
<b>3</b>	<b>DIRECT PROGRAM STAFF</b>												
	3a Program Salaries	\$ 126,893	\$ -	\$ 126,893	\$ 126,893	\$ (2,671)	\$ 124,222	\$ 126,893	\$ (7,966)	\$ 118,927	\$ 380,678	\$ (10,576)	\$ 370,102
	3b Program Fringe Benefits	\$ 47,471	\$ -	\$ 47,471	\$ 47,471	\$ (5,744)	\$ 41,726	\$ 47,471	\$ (7,503)	\$ 39,967	\$ 142,412	\$ (13,248)	\$ 129,164
	<b>TOTAL DIRECT PROGRAM</b>	\$ 174,363	\$ -	\$ 174,363	\$ 174,363	\$ (8,415)	\$ 165,948	\$ 174,363	\$ (15,469)	\$ 158,894	\$ 523,090	\$ (23,824)	\$ 499,266
<b>4</b>	<b>OTHER COSTS</b>												
	4a Program Rent	\$ 17,337	\$ -	\$ 17,337	\$ 17,337	\$ 897	\$ 18,234	\$ 17,337	\$ 2,808	\$ 20,145	\$ 52,011		\$ 52,011
	4b Consumable Supplies	\$ 2,336	\$ -	\$ 2,336	\$ 2,336		\$ 2,336	\$ 2,336		\$ 2,336	\$ 7,008		\$ 7,008
	4c Travel & Transportation	\$ 292	\$ -	\$ 292	\$ 292	\$ (160)	\$ 132	\$ 292	\$ (160)	\$ 132	\$ 556		\$ 556
	4d Utilities	\$ 1,884	\$ -	\$ 1,884	\$ 1,884		\$ 1,884	\$ 1,884		\$ 1,884	\$ 5,652		\$ 5,652
	4e Repairs & Maintenance	\$ 2,268	\$ -	\$ 2,268	\$ 2,268	\$ (300)	\$ 1,968	\$ 2,268	\$ (300)	\$ 1,968	\$ 6,204		\$ 6,204
	4f Insurance	\$ 435	\$ -	\$ 435	\$ 435	\$ 470	\$ 905	\$ 435	\$ 542	\$ 977	\$ 2,317		\$ 2,317
	4g Food & Related Costs	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -		\$ -
	4h Training & Conference Cost	\$ 522	\$ -	\$ 522	\$ 522	\$ (522)	\$ -	\$ 522	\$ (522)	\$ -	\$ 522		\$ 522
	4i Other Project Expenses	\$ 7,500	\$ -	\$ 7,500	\$ 7,500	\$ (7,450)	\$ 50	\$ 7,500	\$ (7,500)	\$ -	\$ 7,500		\$ 7,500
	<b>TOTAL OTHER COSTS</b>	\$ 32,574	\$ -	\$ 32,574	\$ 32,574	\$ (7,665)	\$ 25,909	\$ 32,574	\$ (5,131)	\$ 27,443	\$ 85,626	\$ -	\$ 81,820
<b>5</b>	<b>EQUIPMENT</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>6</b>	<b>PROGRAM INCOME</b>												
	6a Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	6b Other Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>TOTAL PROGRAM INCOME</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>7</b>	<b>TOTAL NET PROGRAM COST</b>	\$ 236,270	\$ -	\$ 236,270	\$ 236,270	\$ 0	\$ 236,270	\$ 236,270	\$ (3,093)	\$ 233,177	\$ 708,810	\$ (3,693)	\$ 705,117

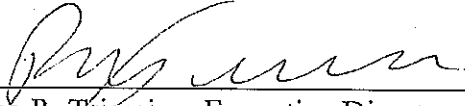
## SIGNATURES AND APPROVALS

13DSS1501NL/089C-CBG-30 A2

The Contractor IS NOT a Business Associate under the Health Insurance Portability and Accountability Act of 1996 as amended.

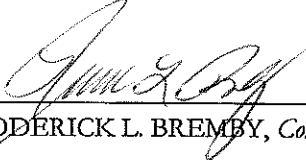
**CONTRACTOR**

Human Resources Agency of New Britain, Inc.

  
\_\_\_\_\_  
Rocco R. Tricarico, Executive Director

8 / 10 / 2016  
Date

**DEPARTMENT OF SOCIAL SERVICES**

  
\_\_\_\_\_  
RODERICK L. BREMBY, *Commissioner*

8 / 12 / 2016  
Date

*This contract does not require the approval of the Attorney General pursuant to an agreement between the Department and the Office of the Attorney General, dated 12/29/2015.*



**STATE OF CONNECTICUT**  
**NONDISCRIMINATION CERTIFICATION — Affidavit**  
**By Entity**  
**For Contracts Valued at \$50,000 or More**

*Documentation in the form of an affidavit signed under penalty of false statement by a chief executive officer, president, chairperson, member, or other corporate officer duly authorized to adopt corporate, company, or partnership policy that certifies the contractor complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended*

**INSTRUCTIONS:**

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at \$50,000 or more for any year of the contract. Complete all sections of the form. Sign form in the presence of a Commissioner of Superior Court or Notary Public. Submit to the awarding State agency prior to contract execution.

**AFFIDAVIT:**

I, the undersigned, am over the age of eighteen (18) and understand and appreciate the obligations of

an oath. I am Executive Director of HRA of New Britain, Inc., an entity  
Signatory's Title Name of Entity

duly formed and existing under the laws of Connecticut.  
Name of State or Commonwealth

I certify that I am authorized to execute and deliver this affidavit on behalf of

HRA of New Britain, Inc. and that HRA of New Britain, Inc.  
Name of Entity Name of Entity

has a policy in place that complies with the nondiscrimination agreements and warranties of Connecticut

General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

[Signature]  
Authorized Signatory

Rocco R. Tricarico  
Printed Name

Sworn and subscribed to before me on this 10 day of August, 2016.

[Signature]  
Commissioner of the Superior Court/  
Notary Public

2/29/2020  
Commission Expiration Date

IRENE S. CHLASTAWA  
NOTARY PUBLIC OF CONNECTICUT  
My Commission Expires 2/29/2020



**STATE OF CONNECTICUT**  
**NONDISCRIMINATION CERTIFICATION – New Resolution**  
**By Entity**  
**For Contracts Valued at \$50,000 or More**

*Documentation in the form of a corporate, company, or partnership policy adopted by resolution of the board of directors, shareholders, managers, members or other governing body of a contractor that certifies the contractor complies with the nondiscrimination agreements and warranties under Connecticut General Statutes §§ 4a-60(a)(1) and 4a-60a(a)(1), as amended*

**INSTRUCTIONS:**

For use by an entity (corporation, limited liability company, or partnership) when entering into any contract type with the State of Connecticut valued at \$50,000 or more for any year of the contract. Complete all sections of the form. Submit to the awarding State agency prior to contract execution.

**CERTIFICATION OF RESOLUTION:**

I, Rocco R. Tricario, Executive Director, of HRA of New Britain, Inc  
Authorized Signatory Title Name of Entity

an entity duly formed and existing under the laws of Connecticut  
Name of State or Commonwealth

certify that the following is a true and correct copy of a resolution adopted on the 19<sup>th</sup> day of November, 2007 by the governing body of Human Resources Agency of New Britain, Inc.  
Name of Entity

in accordance with all of its documents of governance and management and the laws of Connecticut  
Name of State or Commonwealth and further certify that such resolution has not been modified

or revoked, and is in full force and effect.

RESOLVED: That the policies of Human Resources Agency comply with the  
Name of Entity of New Britain, Inc.

nondiscrimination agreements and warranties of Connecticut General Statutes

§§ 4a-60(a)(1) and 4a-60a(a)(1), as amended.

The undersigned has executed this certificate this 10 day of August, 2016.

Rocco R. Tricario  
Authorized Signatory

8/10/2016  
Date

Rocco R. Tricario  
Printed Name





**STATE OF CONNECTICUT**  
**GIFT AND CAMPAIGN CONTRIBUTION CERTIFICATION**

*Written or electronic certification to accompany a State contract with a value of \$50,000 or more, pursuant to C.G.S. §§ 4-250, 4-252(c) and 9-612(f)(2) and Governor Dannel P. Malloy's Executive Order 49.*

**INSTRUCTIONS:**

Complete all sections of the form. Attach additional pages, if necessary, to provide full disclosure about any lawful campaign contributions made to campaigns of candidates for statewide public office or the General Assembly, as described herein. Sign and date the form, under oath, in the presence of a Commissioner of the Superior Court or Notary Public. Submit the completed form to the awarding State agency at the time of initial contract execution and if there is a change in the information contained in the most recently filed certification, such person shall submit an updated certification either (i) not later than thirty (30) days after the effective date of such change or (ii) upon the submittal of any new bid or proposal for a contract, whichever is earlier. Such person shall also submit an accurate, updated certification not later than fourteen days after the twelve-month anniversary of the most recently filed certification or updated certification.

**CHECK ONE:**  Initial Certification  12 Month Anniversary Update (Multi-year contracts only.)

Updated Certification because of change of information contained in the most recently filed certification or twelve-month anniversary update.

**GIFT CERTIFICATION:**

As used in this certification, the following terms have the meaning set forth below:

- 1) "Contract" means that contract between the State of Connecticut (and/or one or more of its agencies or instrumentalities) and the Contractor, attached hereto, or as otherwise described by the awarding State agency below;
- 2) If this is an Initial Certification, "Execution Date" means the date the Contract is fully executed by, and becomes effective between, the parties; if this is a twelve-month anniversary update, "Execution Date" means the date this certification is signed by the Contractor;
- 3) "Contractor" means the person, firm or corporation named as the contractor below;
- 4) "Applicable Public Official or State Employee" means any public official or state employee described in C.G.S. §4-252(c)(1)(i) or (ii);
- 5) "Gift" has the same meaning given that term in C.G.S. § 4-250(1);
- 6) "Principals or Key Personnel" means and refers to those principals and key personnel of the Contractor, and its or their agents, as described in C.G.S. §§ 4-250(5) and 4-252(c)(1)(B) and (C).

I, the undersigned, am a Principal or Key Personnel of the person, firm or corporation authorized to execute this certification on behalf of the Contractor. I hereby certify that, no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person firm or corporation who participate substantially in preparing bids, proposals or negotiating state contracts or (C) any agent of such, firm, corporation, or principals or key personnel who participates substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or state employee of the state agency or quasi-public agency soliciting bids or proposals for state contracts who participates substantially in the preparation of bid solicitations or request for proposals for state contracts or the negotiation or award of state contracts or (ii) any public official or state employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency.

I further certify that no Principals or Key Personnel know of any action by the Contractor to circumvent (or which would result in the circumvention of) the above certification regarding **Gifts** by providing for any other Principals, Key Personnel, officials, or employees of the Contractor, or its or their agents, to make a **Gift** to any Applicable Public Official or State Employee. I further certify that the Contractor made the bid or proposal for the Contract without fraud or collusion with any person.

**CAMPAIGN CONTRIBUTION CERTIFICATION:**

I further certify that, on or after January 1, 2011, neither the Contractor nor any of its principals, as defined in C.G.S. § 9-612(f)(1), has made any **campaign contributions** to, or solicited any contributions on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support, any candidate for statewide public office, in violation of C.G.S. § 9-612(f)(2)(A). I further certify that **all lawful campaign contributions** that have been made on or after January 1, 2011 by the Contractor or any of its principals, as defined in C.G.S. § 9-612(f)(1), to, or solicited on behalf of, any exploratory committee, candidate committee, political committee, or party committee established by, or supporting or authorized to support any candidates for statewide public office or the General Assembly, are listed below:

**Lawful Campaign Contributions to Candidates for Statewide Public Office:**

<u>Contribution Date</u>	<u>Name of Contributor</u>	<u>Recipient</u>	<u>Value</u>	<u>Description</u>

**Lawful Campaign Contributions to Candidates for the General Assembly:**

<u>Contribution Date</u>	<u>Name of Contributor</u>	<u>Recipient</u>	<u>Value</u>	<u>Description</u>

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Human Resources Agency of New Britain Inc.  
Printed Contractor Name

Rocco R. Trearico  
Printed Name of Authorized Official

\_\_\_\_\_  
Signature of Authorized Official

Subscribed and acknowledged before me this 10<sup>th</sup> day of August, 2016

Irene S. Chlastawa  
Commissioner of the Superior Court (or Notary Public)

IRENE S. CHLASTAWA  
NOTARY PUBLIC OF CONNECTICUT  
My Commission Expires 2/29/2020

2/29/2020  
My Commission Expires





STATE OF CONNECTICUT

Written or electronic PDF copy of the written certification to accompany a large state contract pursuant to P.A. No. 13-162 (Prohibiting State Contracts With Entities Making Certain Investments In Iran)

Respondent Name: \_\_\_\_\_ N/A

INSTRUCTIONS:

CHECK ONE: [ ] Initial Certification. [ ] Amendment or renewal.

A. Who must complete and submit this form. Effective October 1, 2013, this form must be submitted for any large state contract, as defined in section 4-250 of the Connecticut General Statutes. This form must always be submitted with the bid or proposal, or if there was no bid process, with the resulting contract, regardless of where the principal place of business is located.

Pursuant to P.A. No. 13-162, upon submission of a bid or prior to executing a large state contract, the certification portion of this form must be completed by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization or other business organization whose principal place of business is located outside of the United States. United States subsidiaries of foreign corporations are exempt. For purposes of this form, a "foreign corporation" is one that is organized and incorporated outside the United States of America.

Check applicable box:

- [ ] Respondent's principal place of business is within the United States or Respondent is a United States subsidiary of a foreign corporation. Respondents who check this box are not required to complete the certification portion of this form, but must submit this form with its Invitation to Bid ("ITB"), Request for Proposal ("RFP") or contract package if there was no bid process. [ ] Respondent's principal place of business is outside the United States and it is not a United States subsidiary of a foreign corporation. CERTIFICATION required. Please complete the certification portion of this form and submit it with the ITB or RFP response or contract package if there was no bid process.

B. Additional definitions.

- 1) "Large state contract" has the same meaning as defined in section 4-250 of the Connecticut General Statutes; 2) "Respondent" means the person whose name is set forth at the beginning of this form; and 3) "State agency" and "quasi-public agency" have the same meanings as provided in section 1-79 of the Connecticut General Statutes.

C. Certification requirements.

No state agency or quasi-public agency shall enter into any large state contract, or amend or renew any such contract with any Respondent whose principal place of business is located outside the United States and is not a United States subsidiary of a foreign corporation unless the Respondent has submitted this certification.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Commissioner of the Superior Court, a Notary Public or a person authorized to take an oath in another state.

CERTIFICATION:

I, the undersigned, am the official authorized to execute contracts on behalf of the Respondent. I certify that:

- [ ] Respondent has made no direct investments of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010. [ ] Respondent has either made direct investments of twenty million dollars or more in the energy sector of Iran on or after October 1, 2013, as described in Section 202 of the Comprehensive Iran Sanctions, Accountability and Divestment Act of 2010, or Respondent made such an investment prior to October 1, 2013 and has now increased or renewed such an investment on or after said date, or both.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Printed Respondent Name

Rocco R. Tricario Printed Name of Authorized Official

Signature of Authorized Official

IRENE S. CHLASTAWA NOTARY PUBLIC OF CONNECTICUT My Commission Expires 2/29/2020

Subscribed and acknowledged before me this 10 day of August, 2016

Irene S. Chlastawa Commissioner of the Superior Court (or Notary Public) 2/29/2020 My Commission Expire



STATE OF CONNECTICUT CONSULTING AGREEMENT AFFIDAVIT

Affidavit to accompany a bid or proposal for the purchase of goods and services with a value of \$50,000 or more in a calendar or fiscal year, pursuant to Connecticut General Statutes §§ 4a-81(a) and 4a-81(b). For sole source or no bid contracts the form is submitted at time of contract execution.

INSTRUCTIONS:

If the bidder or vendor has entered into a consulting agreement, as defined by Connecticut General Statutes § 4a-81(b)(1): Complete all sections of the form. If the bidder or contractor has entered into more than one such consulting agreement, use a separate form for each agreement. Sign and date the form in the presence of a Commissioner of the Superior Court or Notary Public. If the bidder or contractor has not entered into a consulting agreement, as defined by Connecticut General Statutes § 4a-81(b)(1): Complete only the shaded section of the form. Sign and date the form in the presence of a Commissioner of the Superior Court or Notary Public.

Submit completed form to the awarding State agency with bid or proposal. For a sole source award, submit completed form to the awarding State agency at the time of contract execution.

This affidavit must be amended if there is any change in the information contained in the most recently filed affidavit not later than (i) thirty days after the effective date of any such change or (ii) upon the submittal of any new bid or proposal, whichever is earlier.

AFFIDAVIT: [Number of Affidavits Sworn and Subscribed On This Day: \_\_\_\_]

I, the undersigned, hereby swear that I am a principal or key personnel of the bidder or contractor awarded a contract, as described in Connecticut General Statutes § 4a-81(b), or that I am the individual awarded such a contract who is authorized to execute such contract. I further swear that I have not entered into any consulting agreement in connection with such contract, except for the agreement listed below:

Form with fields for Consultant's Name and Title (None), Name of Firm, Start Date, End Date, Cost, and Description of Services Provided.

Is the consultant a former State employee or former public official? [ ] YES [X] NO

If YES: Name of Former State Agency Termination Date of Employment

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Printed Name of Bidder or Contractor: HRA of New Britain, Inc. Signature of Principal or Key Personnel: [Signature] Date: 8/10/2016

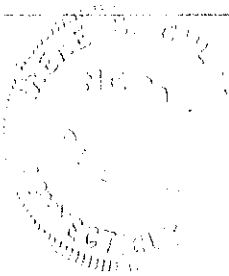
Printed Name (of above): Rocco R. Tricario Awarding State Agency

Sworn and subscribed before me on this 10 day of August, 2016.

Commissioner of the Superior Court or Notary Public: [Signature]

My Commission Expires: 2/29/2020

IRENE S. CHLASTAWA NOTARY PUBLIC OF CONNECTICUT My Commission Expires 2/29/2020



# WORKFORCE ANALYSIS

Contractor Human Resources Agency of New Britain, Inc.  
 Address 180 Clinton Street, New Britain, CT .06053

Number of Connecticut Employees	
Full-time: 182	Part-time: 25
Employment figures obtained from Paylocity - EEO Headcount	
Visual Check <input type="checkbox"/>	Employment Records <input checked="" type="checkbox"/>
Other <input type="checkbox"/>	Contractor «ContractorOrg» Numb

JOB CATEGORIES	TOTALS	WHITE (Not of Hispanic Origin)		BLACK (Not of Hispanic Origin)		HISPANIC		ASIAN OR PACIFIC ISLANDER		AMER. INDIAN OR ALASKAN NATIVE		PERSON WITH DISABILITIES	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials & Managers	20	2	8	0	3	3	3	0	0	1	0		
Professionals	92	5	31	5	19	4	25	1	2	1			
Technicians													
Service Workers	2	1		1									
Office & Clerical	98	4	22	6	14	2	48	0	2	0	0		
Craft Workers (Skilled)													
Operators (Semi-Skilled)													
Laborers (Unskilled)													
<b>TOTALS</b>	<b>212</b>	<b>12</b>	<b>61</b>	<b>12</b>	<b>35</b>	<b>9</b>	<b>76</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>0</b>		
Totals One Year Ago													

### FORMAL ON-THE-JOB-TRAINEES

Apprentices													
Trainees													

1. Have you successfully implemented an Affirmative Action Plan?

Yes  No  If yes, date of implementation \_\_\_\_\_; If no, explain \_\_\_\_\_  
 Do you promise to develop and implement a successful Affirmative Action Plan?

Yes  No  N/A  Explain: \_\_\_\_\_

2. Have you successfully developed an apprenticeship program complying with Sec. 46a-68-1 to 46a-68-17 of the Connecticut Department of Labor Regulations, inclusive:

Yes  No  N/A  Explain: \_\_\_\_\_

3. According to EEO-1 data, is the composition of your work force at or near parity when compared with the racial and sexual composition of the work force in the relevant labor market area?

Yes  No  Explain: \_\_\_\_\_

4. If you plan to subcontract, will you set aside a portion of the contract for legitimate minority business enterprises?

Yes  No  Explain: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: 8/10/2016