

**West Piedmont Workforce Investment Board
Amendment to WIA Contract for Youth Service**

THIS MODIFICATION AND AMENDMENT (“Modification”) is made and entered into as of the 1st day of July 2013, by and among the WEST PIEDMONT WORKFORCE INVESTMENT BOARD (“WPWIB”) and HENRY COUNTY PUBLIC SCHOOLS (“Contractor”).

In consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. **Recitals.**

The parties recite the following facts:

- a. Following procurement procedures, selection and award, WPWIB and Contractor entered into that Contract for Youth Services (“Contract”) dated July 1, 2011, related to provision of services to eligible in-school youth in the local of Henry County.
- b. While all 10 program elements must be adhered to, the Contract contains a provision allowing modifications executed in writing between the parties.
- c. The WPWIB and Contractor therefore desire to modify and amend the Contract accordingly.

2. **Modifications.**

The parties agree that the contracted services under the Contract shall be amended as follows:

- a. The Contractor agrees to expand its services to eligible in-school youth in the locale of the City of Martinsville and adhere to the accompanying Memorandum of Understanding with Martinsville City Public Schools.
- b. The Project Director will continue as full-time position instead of part-time and another full time support position will be added due to the expanded service area.
- c. The agreed upon number of youth in-school activity is as follows:

Martinsville-Henry County

- New – 70
- Carryover – 62
- Follow up – 49

- d. The Contractor agrees to help the board reach its negotiated performance measures with the state as it pertains to the following measures:

Performance Measure	Percentage of the actual enrollment (both new and carryover) obtaining the measure
Placement in Employment or Education	85 percent
Attainment of Degree or Certificate Rate	95 percent

- e. The Contractor agrees to adhere to the following youth in-school budgets for PY 13-14:

Martinsville-Henry County	PY 13-14 Approved Budget
111000 · Salary & Wages-Client Services	105,019.94
211000 · FICA-Client Services	39,784.00
600100 · Office Supplies	1,500.00
820500 · Work Experience/Internships	24,060.25
821000 · Other Supportive Services	2,500.00
822000 · Leadership Development	1,000.00
823000 · Tutoring	3,000.00
830500 · Occupational Skills Training	2,500.00
885000 · Other Support Services - Transportation	2,892.93
	<u>182,257.12</u>

- f. The Contractor agrees to send out the WPWIB's customer satisfaction electronic surveys to youth participants so that the board can track quarterly customer satisfaction. Links to this survey can be obtained by clicking on the following:
- g. Youth – <http://www.vaworkforcecenters.com/youthcomments.cfm>
- h. The Contractor will submit a completed Time Allocation sheet for each employee per pay period for the Contractor and Subcontractor with each reimbursement request. [Click here for the time allocation sheet](#) or go to [http://www.vaworkforcecenters.com/documents/Time%20Allocation%20Sheet%20\(July%202013-June%202015\).xls](http://www.vaworkforcecenters.com/documents/Time%20Allocation%20Sheet%20(July%202013-June%202015).xls).
- i. The Contractor agrees to provide WPWIB a list of activities with dates, times, and location. The Contractor will provide WPWIB staff with updates or changes in a timely manner.
- j. The Contractor agrees that failure to meet these specified adjustments, along with all of the other general terms, provisions and conditions of the Contract and previous modifications, may result in the Contractor's becoming sanctioned. A description of sanctions may be one of the following:
- Disallowing costs associated with a particular violation or deficiency and the seeking of repayment.
 - Disapproval of requests for reimbursement until the violation or deficiency has been corrected.
 - The WPWIB may deduct the amount of mis-expenditure from the Contractor's allocation of allowable administrative or indirect funds from the subsequent program year's allocation.
 - Development of a performance improvement plan.
 - Monetary or other sanctions may be imposed to reduce the funding allocation for the next program year by up to five percent of the degree of failure to meet the WPWIB's performance measures ([in conformance with the Virginia Workforce Council Policy Number: 05-03](#)).

3. Effect on Contract.

Except as modified and amended herein, all of the other general terms, provisions and conditions of the Contract and previous modifications as appropriate shall remain in full force and effect, and the parties ratify and confirm the same.

IN WITNESS WHEREOF, the parties have caused this Modification to be executed on the day and date first written above.

Amanda C. Witt

Amanda Witt, WPWIB Chair

9-24-2013

Date

Lisa Fultz

Lisa Fultz, WPWIB Executive Director

24 Sept 2013

Date

Dewitt House

Dewitt House, Assistant Superintendent
Henry County Public Schools
Contractor

9/23/13

Date