Additional Information Regarding Vendors Performing Work in Replacement of State Employees

This document contains copies of purchase order contracts obtained by OMB by which a nongovernmental person or entity agrees with any department, commission, board, council, agency, or public corporation to provide services, valued at one hundred fifty thousand dollars (\$150,000) or more, which are substantially similar to and in replacement of work normally performed by an employee of the department, commission, board, council, agency or public corporation. For additional supporting contract documents, you may submit a public records request to the Department of Administration in accordance with the Rhode Island Access to Public Records Act ("APRA"), R.I. Gen. Laws § 38-2-1 *et seq.* APRA forms, procedures and other information for the Department of Administration are available at http://www.admin.ri.gov/publicrecords/index.php.

Fiscal Year: FY19

Agency: Department of Health

Vendor Name: RHODE ISLAND PARENT INFORMATION NETWORK

Total Amount Paid to Vendor for Services: \$923,634.00

Summary of Services Rendered to Agency:

Identifying Code	Service Type	Description	Amount	Notes
PO 3440984	Training Consultants		\$439,001.02	
PO 3588418	Training Consultants		\$42,565.28	
PO 3592719	Training Consultants		\$81,929.57	
PO 3594293	Training Consultants		\$61,719.59	
PO 3599720	Training Consultants		\$32,738.27	
PO 3609686	Training Consultants		\$32,248.09	
PO 3609687	Training Consultants		\$38,038.47	
PO 3615949	Training Consultants		\$195,393.71	

Note: Some of the above payments may have been made under the terms of a master price agreement (MPA). MPAs are solicited as requests for proposals or requests for quotes and may have cap limits for pricing and cap limits for project cost. MPAs provide agencies with access to qualified vendors, expedited process, and opportunities for mini-bids. Such purchases are made directly under the MPA and do not require a separate and unique contract. All MPAs are public and can be viewed at http://www.purchasing.ri.gov/MPA/MPASearch.aspx.

Contents:

Item Number Document ID		Description	Notes
ltem 1	PO 3440984	Purchase Order contract	
Item 2	PO 3588418	Purchase Order contract	
Item 3	PO 3592719	Purchase Order contract	
Item 4	PO 3594293	Purchase Order contract	
Item 5	PO 3599720	Purchase Order contract	
ltem 6	PO 3609686	Purchase Order contract	
ltem 7	PO 3609687	Purchase Order contract	
Item 8	PO 3615949	Purchase Order contract	



State Of Rhode Island and Providence Plantations Department of Administration Division of Purchases One Capitol Hill Providence, RI 02908-5860

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- **E** RHODE ISLAND PARENT INFORMATION
- N NETWORK INC
- D 300 JEFFERSON BLVD STE 300
- O WARWICK, RI 02888-3860
- R United States

S H I P	DOH MANAGEMENT SERVICES THREE CAPITOL HILL, ROOM 402 SMITH ST PROVIDENCE, RI 02908 United States
T O	United States

RESOURCE SPECIALIST SERVICES - DOH		
Award Number	3440984	
Revision Number	13	
Effective Period	19-OCT-2015 -	
	30-SEP-2020	
Approved PO Date	26-NOV-2019	
Vendor Number	612-iSupplier	

Type of Requisition	*OTHER
Requisition Number	1408351
Change Order Requisition Number	DOHJP2070
Requisition Number	
Solicitation Number	7549544
Freight	Paid
Payment Terms	NET 30
Buyer	Francis, David
	-
Requester Name	Paolantonio, Julie A
Work Telephone	401-222-7976

This Purchase Order is issued pursuant to and in accordance with the terms and conditions of the solicitation and applicable federal, state, and local law, including the State of Rhode Island's purchasing regulations, available at www.purchasing.ri.gov.

PO #3440984 DATED 11/20/2019 AGENCY DOC ID # DOHJP2070

EXTEND EFFECTIVE TERMS: FROM: 10/19/2015 - 09/29/2019 TO: 10/19/2015 - 09/29/2020

CURRENT CONTRACT VALUE: \$2,569,300.39 INCREASE CONTROL VALUE: \$441,065.10 REVISED CONTROL VALUE: \$3,010,365.49

PER AGREEMENT AMENDMENT #7 DATED 09/16/2019 AND THE RI'S GENERAL CONDITIONS OF PURCHASE. https://rules.sos.ri.gov/regulations/part/220-30-00-13

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http://controller.admin.ri.gov/iSupplier/isup/index.php	Themy Architac
To submit paper invoices, mail to: Department of Administration Controller, One Capitol Hill, 4th Floor, Providence 02908.	Nancy R. McIntyre

AGENCY CONTACT: JULIE PAOALNTONIO 401-222-7976

Reference Documents: 3440984..pdf

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Department of Health

Three Capitol Hill Providence, RI 02908-5097

TYY: 711 www.health.ri.gov



MODIFICATION #7

TO THE

AGREEMENT

BETWEEN

RHODE ISLAND DEPARTMENT OF HEALTH

AND

RHODE ISLAND PARENT INFORMATION NETWORK PEER RESOURSE SPECIALIST

- 1. This section is in modification of an <u>Agreement</u> we have with <u>Rhode Island Parent Information Network</u> for the period October 1, 2018 through September 30, 2019.
- 2. The purpose of this modification is to INCREASE this agreement by \$441,065.10 and EXTEND this agreement through September 30, 2020.
- 3. A revised **Budget** and **Budget Narrative** are attached.
- 4. All other terms and conditions of the <u>Agreement</u> remain in effect.
- 5. A detailed <u>Agreement</u> is on file in the Division of Central Management's Purchasing Unit.

ACCEPTED:

Rhode Island Department of Health

Nicole Alexander-Scott, MD, MPH Director of Health

3/16/19 Date:

Rhode Island Parent Information Network

Samuel Salganik Executive Director

Date:

ADDENDUM II Budget RI PARENT INFORMATION NETWORK Peer Resource Specialist October 1, 2019 – September 30, 2020 Modification # 7

The Contractor estimates that the budget for allowable expenses for work to be performed under this Agreement is as follows:

Expense Category	Approved Budget 11/1/15 - 9/30/16	Mod #1 10/1/16 - 9/30/17	Mod #2 3/1/16 - 9/30/17	Mod #3 10/1/17 - 9/30/18	Mod #4 1/1/18 - 9/30/18	Mod #5 1/1/18 - 9/30/18	Mod #6 10/1/18 - 9/30/19	Mod #7 10/1/19 - 9/30/20
1. Personnel	594,616.42	420,597.32	21,993.00	351,462.20	11,413.36	0.00	277,812.62	294,364.39
2. Fringe	115,675.56	77,605.28		75,829.14	1,195.93	0.00	62,240.05	56,394.50
3. Consultants					,	0.00		
4. In-State Travel	12,000.00	13,612.13	434	8,079.90	337	0.00	5,052.30	5,500.00
5. Out of State Travel		6,000.00		2,600.00	4,140.00	0.00	11,600.00	6,100.00
6. Printing/Copying	7,000.02	4,000.00		954.06		0.00	1,000.00	2,000.00
7. Office Supplies	7,000.00			500		0.00	· · · ·	4,873.34
8. Telephone/Internet	13,023.00	10,140.00		6,890.00	283.50	0.00	8,250.00	9,100.00
9. Education Materials	27,000.00	14,540.60		1,350.00	56.00	0.00	1,144.46	5,286.43
10. Postage	1,000.00	818				0.00		
11. Other Specify					· · · ·	0.00		· · ·
Database Enhancements	10,400.00					0.00		
Conf., Training, Regs.	14,000.00	15,500.00			375.00	0.00	2,912.31	
Stipends Trans/Childcare/Participants	6,000.00	1,000.00				0.00		
Certificates				125.00	75.00	0.00	675	250.00
12. Equipment		7,000.00				0.00		
Sub Total	807,715.00	559,813.33	22,427.00	447,790.30	17,875.79	0.00	370,686.74	383,868.66
Administrative/Indirect Costs	123,464.00	66,777.67	2,573.00	68,959.70	2,752.87	0.00	67,464.99	57,196.43
Total:	931,179.00	637,591.00	25,000.00	516,750.00	20,628.66	0.00	438,151.73	441,065.10

It is understood and agreed that the amounts indicated above for the several line items are estimates of expenditures to be incurred by the Contractor on behalf of this Agreement and to be claimed by the Contractor for reimbursement under this Agreement. It is further understood and agreed that actual variations shall not in themselves be cause for disallowance of reimbursement by RIDOH; provided, however, that the Contractor shall notify and obtain the approval of the contract officer, in writing, if expenditures to be claimed for reimbursement in any line item above shall begin to vary significantly from the estimate given above; and provided further, that unless permission of the contract officer shall have been obtained in advance, no expenditure shall be claimed by the Contractor for reimbursement by RIDOH under this Agreement if such expenditure shall have been incurred in a line item category not listed above. All transfer of funds between budget line items require prior written approval by the RIDOH.

ADDENDUM IIA **Budget Narrative RI PARENT INFORMATION NETWORK** Peer Resource Specialist October 1, 2019 – September 30, 2020 Modification #7

PERSONNEL

Laura Jones, Director of Health Programs \$37.53 per hour for 195 hours

Ms. Jones provides oversight, direction and management of RIPIN's RIDOH's Family/Peer Resource Specialist Program, researches and writes grants and funding reports with staff support, and supervises management staff. The Director of Health Programs understands and advocates for peer support programs, RIDOH initiatives, MCH initiatives, CLAS Standards, Social Determinants, health care climate, and Medical Home Model. The Director of Health Programs provides general oversight and management to all aspects of RIPIN health programs and services to include supervision of program supervisors and managers, effective management of partner relationships, particularly with the Managed Care Organizations (MCO), as well as staff support, data collection and reporting. This position reports to the RIPIN Growth & Development Officer, Emily Garthee, and provides periodic updates to the Director on the overall program progress.

Deborah Masland, Director of Peer Support

\$37.53 per hour for 12 hours

Ms. Masland provides oversight, direction and management of RIPIN's Peer Support Programs, providing budget oversight and supervision of all project managers. In collaboration with RIDOH, Ms. Masland also maintains relationships with existing project partners, as well as initiates outreach to potential future partners as RIPIN's Cedar program grows. This position reports to RIPIN Growth & Development Officer, Emily Garthee, and provides periodic updates to the Director on the overall program progress.

Carla Salerno, RIDOH Program Manager

\$23.40 per hour for 1842 hours

Ms. Salerno, acts as the liaison between RIPIN and RIDOH and is the designated supervisor to all RIPIN staff assigned to the RIDOH. The program manager oversees, manages, supervises, trains, mentors, coaches and evaluates the performance of a team of RIPIN Peer Resource Specialists located at RIDOH; assists the Office of Special Needs Director in administering the RIPIN / RIDOH contract; and assists RIDOH program managers in accessing community input through use of RIPIN Peer Resource Specialists (PRS). The RIDOH Program Manager makes sure all RIPIN staff are aware of and understand the initiatives and resources available through RIDOH. Ms. Salerno reports to Director of Health Initiatives, Laura Jones.

Kathleen Kuiper, Office of Special Health Care Needs (OSHCN) Coordinator \$23,419.50 \$24.02 per hour for 975 hours

Ms. Kuiper acts as the resource coordinator and primary resource to the OSHCN at the RIDOH. She reports to RIDOH Program Manager, Carla Salerno and coordinates with Deborah Garneau, her point person at RIDOH.

Resource Specialist, PPEP #1, Dr. Flynn \$22.15 per hour for 260 hours

There are two resource specialists assigned to support the Pediatric Practice Enhancement Program (PPEP). The RIPIN PRS, placed in pediatric settings throughout the state, must be a parent or family member of a child with special health care needs. The PRS provides connections to supports, resources and services for families whose children are clients of that pediatric setting. The PRS role serves to enhance overall care coordination for all families. These PPEP Resource Specialists report to Medical Homes supervisor, Valerie Ahern.

Donna Houle, Resource Specialist-Birth Defects

\$20,120.40

\$294,364.39

\$450.36

\$7,318.35

\$43,102.80

\$5.759.00

\$18.63 per hour for 1080 hours

Resource Specialist-Birth Defects, with RI RIDOH Team, identifies gaps in services for families of children with special needs/birth defects via family surveys and focus groups. The Resource Specialist conducts service assessment surveys on children with specific birth defects to identify if they are being referred and receiving medical, developmental, and educational services in a timely manner. Ms. Houle reports to RIDOH Program Manager, Carla Salerno and coordinates with her RIDOH point person, Samara Viner-Brown

Marzena Piorowski, Resource Specialist-EHDI

The RIEHDI PRS must be a parent or family member whose child is deaf or hard of hearing. This PRS serves as a resource for Early Intervention for families of children with hearing loss through peer family supports and educational materials. The PRS supports the RIHAP team in efforts to contact families of children with missed hearing screenings and to follow-up and ensure that all children born in RI receive a newborn hearing screening and appropriate follow-up testing as needed. Ms. Piorowski reports to Peer Navigator Manager, Margaret Greene-Bromell.

Gladys Medina, Resource Specialist-EHDI

\$15.00 per hour for 1040 hours

\$16.19 per hour for 273 hours

The RIEHDI PRS must be a parent or family member whose child is deaf or hard of hearing. This PRS serves as a resource for Early Intervention for families of children with hearing loss through peer family supports and educational materials. The PRS supports the RIEHDI team in efforts to contact families of children with missed hearing screenings and to follow-up and ensure that all children born in RI receive a newborn hearing screening and appropriate follow-up testing as needed. Ms. Medina reports to Peer Navigator Manager, Margaret Greene-Bromell.

TBH, Resource Specialist-Communications Distribution Center

\$20.00 per hour for 1820 hours

This position responds to incoming calls to the Health Information Line, understands the programs at the RI RIDOH, provides information and education, and makes referrals as needed. This person will report to RIDOH Program Manager, Carla Salerno and coordinates with RIDOH point person, Margarita Jaramillo.

Mely Tavares, Resource Specialist-Kidsnet/Immunization

\$16.13 per hour for 1820 hours

This position conducts education/outreach activities in under-immunized school communities, facilitates training programs and immunization updates with in-home childcare providers, organizes registration of participants in Department of Children Youth and Families (DCYF) trainings, coordinates DCYF licensing trainings for perspective childcare providers, and attends health fairs at schools and other community based events to promote immunization. Resource Specialist-Immunization reports to RIDOH Program Manager, Carla Salerno, and coordinates with RIDOH point person, Kathy Marceau.

Luisa DePina, Family Visiting Specialist

\$18.77 per hour for 1950 hours

Ms. DePina in her role as Family Visiting Specialist will be an active participant of the Women and Infants multidisciplinary team prioritizing daily activities to support the outreach efforts to new families who have recently given birth. Educate families on home visiting programs and the different early childhood services across the state to increase engagement. Partner with families to identify needs, make referrals and coordinate services to support families in achieving their goals.

Nenita Vinalon, Resource Specialist, WIC #3

18.00 per hour for 130 hours

There are four resource specialists assigned to support the WIC Program. WIC Resource Specialists serve as 'Secret Shoppers' and 'Compliance Buyers;' conduct quality assurance and compliance activities to ensure appropriate implementation of WIC benefits; and visit participating merchants posing as WIC participants to make purchases, document the handling of the transaction, report to RIDOH, and deliver purchased items to the approved food bank or nonprofit partner. These WIC Resource Specialists report to Carla Salerno, RIDOH Program Manager, and coordinate with WIC Coordinator, Luisa DePina.

Ashleigh Echevarria, Resource Specialist, WIC #4

\$15,600.00

\$4,419,90

\$29,356.60

\$36,400.00

\$36,601.50

\$2,340.00

There are four resource specialists assigned to support the WIC Program. WIC Resource Specialists serve as 'Secret Shoppers' and 'Compliance Buyers;' conduct quality assurance and compliance activities to ensure appropriate implementation of WIC benefits; and visit participating merchants posing as WIC participants to make purchases, document the handling of the transaction, report to RIDOH, and deliver purchased items to the approved food bank or nonprofit partner. These WIC Resource Specialists report to Carla Salerno, RIDOH Program Manager, and coordinate with WIC Coordinator, Luisa DePina.

Pauline Thompson, Youth Resource Specialist \$15,600.00 \$15.00 per hour for 1040 hours Ms. Thompson assists the OSHCN by using skills gained through personally navigating systems; accessing support and information specifically around the transition from education to adult services, higher education, healthcare or employment; supporting and disseminating information to families and youth; and supporting the training of students in Healthy Lifestyle curriculum. Ms. Thompson reports to RIDOH Program Manager, Carla Salerno and coordinates with Deborah Garneau, RIDOH point person.

Thomas Smith, Resource Specialist-Special Needs Registry #2 \$9.380.80 \$18.04 per hour for 520 hours Mr. Smith, is the outreach worker for Emergency Registry at all outreach events, orders supplies, sets up for events, and attends meetings as needed. This position reports to RIDOH Program Manager, Carla Salerno.

Resource Specialist-Special Needs Registry #3 \$4,000.00 \$100.00 per hour for 40 hours as needed as needed HLN Nathan Markley, IT Coordinator \$2,908.80 \$16.16 per hour for 180 hours as needed for EHDI Website design project Jennifer Franchetti, Resource Specialist-Special Needs Registry #4 \$16,416.40 \$18.04 per hour for 910 hours as needed

Ms. Franchetti, is the outreach worker for Emergency Registry at all outreach events, orders supplies, sets up for events, and attends meetings as needed. This position reports to RIDOH Program Manager, Carla Salerno.

Sandra Rivera, Office Manager

\$24.21 per hour for 78 hours

Ms. Rivera will serve as the primary office liaison for off-site staff as needed. \$1,888.38

FRINGE BENEFITS

The fringe benefits rate is 21.67% of total salaries on average across the program and includes FICA, SUTA, Worker's Compensation Insurance, Medical coverage, Dental coverage, Life & Long-Term Disability Insurance, 401k contribution, educational assistance and AAA membership.

IN-STATE TRAVEL

Reimbursement for RIPIN staff listed in the contract for in-state program related travel, including community outreach to assist consumers, conducting secret shopping, and attending meetings and conferences. Mileage is reimbursed at the federal mileage rate (\$0.58 cents per mile)

OUT-OF-STATE TRAVEL AND CONFERENCE REGISTRATION

Rhode Island Kids Count; Community Health Trainings; Healthy Mothers, Healthy Babies; Autism Project; Advocates in Action; Dare to Dream; Diversity training. Staff and other conferences to be determined.

SUPPLIES

General office supplies to include paper, pens, file folders, etc.

\$5,500.00

\$56,394.50

\$6,100.00

\$4,873.34

PRINTING/COPYING Printing expenses for printing of monthly flyers, brochures, and information sheets	\$2,000.00
EDUCATION/RESOURCE MATERIALS Caregiver conference, Dare to Dream conference expenses	\$5,286.43
TELEPHONE/TECHNOLOGY RIPIN resource center and cell phones for staff associated with this contract	\$9,100.00
OTHER Training/Certification Certificates for Peer Resource Specialist staff.	\$250.00
SUB-TOTAL	\$383,868.66
ADMINISTRATIVE COST 14.9% of all direct expenses	\$57,196.43
TOTAL	\$441,065.10

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RIPIN - Community Resources Coordination FY19		
Award Number	3588418	
Revision Number	2	
Effective Period	-	
Approved PO Date	19-JUL-2019	
Vendor Number	612-iSupplier	

	Type of Requisition
1578405	Requisition Number
	Change Order Requisition Number
	Solicitation Number
Paid	Freight
NET 30	Payment Terms
Autocreate, *	Buyer
-	
Paolantonio, Julie A	Requester Name
401-222-7976	Work Telephone

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RIPIN - Community Resources Coordination FY19 Aug Services	
Award Number	3592719
Revision Number	0
Effective Period	-
Approved PO Date	10-OCT-2018
Vendor Number	612-iSupplier

Type of Requisition	
Requisition Number	1582774
Change Order Requisition Number	
Solicitation Number	
Freight	Paid
Payment Terms	NET 30
Buyer	
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Requester Name	Paolantonio, Julie A
Work Telephone	401-222-7976

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RIPIN - Community Resources Coordination FY19 Sept Services	
Award Number	3594293
Revision Number	0
Effective Period	-
Approved PO Date	19-OCT-2018
Vendor Number	612-iSupplier

	Type of Requisition
1583802	Requisition Number
	Change Order Requisition Number
	Solicitation Number
Paid	Freight
NET 30	Payment Terms
	Buyer
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Paolantonio, Julie A	Requester Name
401-222-7976	Work Telephone

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 RIPIN - Community Resources Coordination FY19 OctoberServices

 Award Number
 3599720

 Revision Number
 0

 Effective Period

 Approved PO Date
 30-NOV-2018

 Vendor Number
 612-iSupplier

	Type of Requisition
1588897	Requisition Number
	Change Order Requisition Number
	Solicitation Number
Paid	Freight
NET 30	Payment Terms
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Paolantonio, Julie A	Requester Name
401-222-7976	Work Telephone

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RIPIN - Community Resources Coordination FY19 December Services	
Award Number	3609686
Revision Number	0
Effective Period	-
Approved PO Date	11-FEB-2019
Vendor Number	612-iSupplier

	Type of Requisition
1595187	Requisition Number
	Change Order Requisition Number
	Solicitation Number
Paid	Freight
NET 30	Payment Terms
	Buyer
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Paolantonio, Julie A	Requester Name
401-222-7976	Work Telephone

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RIPIN - Community Resources Coordination FY19 November Services	
Award Number	3609687
Revision Number	0
Effective Period	-
Approved PO Date	11-FEB-2019
Vendor Number	612-iSupplier

	Type of Requisition
1594668	Requisition Number
	Change Order Requisition Number
	Solicitation Number
Paid	Freight
NET 30	Payment Terms
	Buyer
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Paolantonio, Julie A	Requester Name
401-222-7976	Work Telephone

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 RIPIN - Community Resources Coordination FY19 OctoberServices

 Award Number
 3615949

 Revision Number
 1

 Effective Period

 Approved PO Date
 20-MAR-2019

 Vendor Number
 612-iSupplier

	Type of Requisition
1601219	Requisition Number
	Change Order Requisition Number
	Solicitation Number
Paid	Freight
NET 30	Payment Terms
Autocreate, *	Buyer
-	
Olney, Sue M	Requester Name
401-222-1253	Work Telephone

This Purchase Order is issued pursuant to and in accordance with the terms and conditions of the solicitation and applicable federal, state, and local law, including the State of Rhode Island's purchasing regulations, available at www.purchasing.ri.gov.

This agreement CANCELED on 25-JUL-19

INVOICE TO	
The State of Rhode Island accepts electronic invoices via its supplier portal. To register and submit electronic invoices, visit the supplier portal at	STATE PURCHASING AGENT
http://controller.admin.ri.gov/iSupplier/isup/index.php	Then Anchidge
To submit paper invoices, mail to: Department of Administration Controller, One Capitol Hill, 4th Floor, Providence 02908.	Nancy R. McIntyre