

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: JSI RESEARCH & TRAINING INSTITUTE INC

Total Amount Paid to Vendor for Services: \$238,178.70

Summary of Services Rendered to Agency:

Identifying Code	Service Type	Description	Amount	Notes
PO 3453075	Training Consultants		\$173,813.56	
PO 3453075	Training and Education Services		\$27,467.35	
PO 3511343	Seminars and Conferences		\$36,897.79	

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
Item 1	PO 3453075	Purchase Order contract	
Item 2	PO 3511343	Purchase Order contract	

ITEM 1

Notice of Contract Purchase Agreement



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

V E N D O R	JSI RESEARCH & TRAINING INSTITUTE INC 44 FARNSWORTH ST BOSTON, MA 02210-1209 United States
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S H I P T O	DOH MANAGEMENT SERVICES THREE CAPITOL HILL, ROOM 402 SMITH ST PROVIDENCE, RI 02908 United States
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Epidemiological and Analytical Service Support - DOH	
Award Number	3453075
Revision Number	20
Effective Period	01-FEB-2016 - 31-DEC-2019
Approved PO Date	16-OCT-2019
Vendor Number	4911

Type of Requisition	*OTHER
Requisition Number	1424865
Change Order Requisition Number	DOHSO0051
Solicitation Number	7549784
Freight	Paid
Payment Terms	NET 30
Buyer	Francis, David -
Requester Name	Collins, Diane M
Work Telephone	401-222-1002

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.

CHANGE TO PO # 3453075 DATED 09/27/2019 AGENCY DOC ID # DOHSO0051

CURRENT CONTRACT VALUE: \$739,069.48
 INCREASE CONTROL VALUE: \$65,000.00
 REVISED CONTROL VALUE: \$804,069.48

PER AGREEMENT #20 DATED 10/21/2019 AND THE RI'S GENERAL CONDITIONS OF PURCHASE.

<https://rules.sos.ri.gov/regulations/part/220-30-00-13>

AGENCY CONTACT
 SUE OLNEY
 401-222-7535

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 <http://controller.admin.ri.gov/iSupplier/isup/index.php>

To submit paper invoices, mail to: Department of Administration Controller, One Capitol Hill, 4th Floor, Providence 02908.

STATE PURCHASING AGENT
 Nancy R. McIntyre

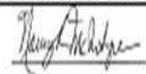
Reference Documents: 3453075.pdf

INVOICE TO

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To submit paper invoices, mail to: Department of Administration Controller, One Capitol Hill, 4th Floor, Providence 02908.

STATE PURCHASING AGENT



Nancy R. McIntyre



Department of Health
Three Capitol Hill
Providence, RI 02908-5097
TTY: 711
www.health.ri.gov

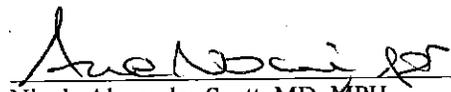
MODIFICATION #20

to the
AGREEMENT
between
RHODE ISLAND DEPARTMENT OF HEALTH
and
JSI RESEARCH & TRAINING INSTITUTE, INC.
“Epidemiological and Analytical Service Support”

1. This section is in modification of an Agreement we have with JSI Research & Training Institute, Inc. for the period July 1, 2019 through December 31, 2019.
2. **The purpose of this modification is to INCREASE this agreement by \$65,000.00.**
3. All other terms and conditions of the Agreement remain in effect.
4. A detailed Agreement 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

JSI RESEARCH & TRAINING INSTITUTE, INC.


Shannon Spurlock
Associate Director, Health Services

DATE: 1/2/19

DATE: 9/30/19

ADDENDUM II

Revised Budget - Modification #20
 JSI Research & Training Institute, Inc.
 "Epidemiological and Analytical Service Support"
 July 1, 2019 - December 31, 2019

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

Expense Category	2/1/16 to 12/31/2016 Original	Increase Mod #1	Increase Mod #2	Increase Mod #3	Increase Mod #4	Increase Mod #5	Increase Mod #6	Increase Mod #7
1 Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Fringe Benefits	-	-	-	-	-	-	-	-
3 Consultants	-	-	-	-	-	-	-	-
4 Deliverables	90,258.00	9,924.84	7,469.68	7,200.00	27,259.69	26,500.00	8,024.00	5,000.00
Sub-Total	\$ 90,258.00	\$ 9,924.84	\$ 7,469.68	\$ 7,200.00	\$ 27,259.69	\$ 26,500.00	\$ 8,024.00	\$ 5,000.00
Indirect Cost	-	-	-	-	-	-	-	-
Total	\$ 90,258.00	\$ 9,924.84	\$ 7,469.68	\$ 7,200.00	\$ 27,259.69	\$ 26,500.00	\$ 8,024.00	\$ 5,000.00

Expense Category	Increase and extend to 12/31/2017 Mod #8	Increase Mod #9	Increase Mod #10	Increase Mod #11	Increase Mod #12	Increase Mod #13
1 Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Fringe Benefits	-	-	-	-	-	-
3 Consultants	-	-	-	-	-	-
4 Deliverables	136,500.00	5,000.00	15,000.00	21,000.00	14,893.75	8,754.00
Sub-Total	\$ 136,500.00	\$ 5,000.00	\$ 15,000.00	\$ 21,000.00	\$ 14,893.75	\$ 8,754.00
Indirect Cost	-	-	-	-	-	-
Total	\$ 136,500.00	\$ 5,000.00	\$ 15,000.00	\$ 21,000.00	\$ 14,893.75	\$ 8,754.00

Expense Category	Increase and extend to 12/31/2018 Mod #14	Increase Mod #15	Increase Mod #16	Increase Mod #17	Increase and Extend 12/31/2019 Mod #18	Increase Mod #19	Increase Mod #20
1 Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,825.00	\$ 32,844.00
2 Fringe Benefits	-	-	-	-	-	\$ 8,673.00	\$ 12,481.00
3 Consultants	-	-	-	-	-	\$ -	\$ -
4 Printing/Copying	-	-	-	-	-	\$ 457.00	\$ 657.00
5 Supplies	-	-	-	-	-	\$ 1,412.00	\$ 1,963.00
6 Telephone/Internet	-	-	-	-	-	\$ 913.00	\$ 1,313.00
7 Education/Resource	-	-	-	-	-	\$ 685.00	\$ 979.00
8 Materials	-	-	-	-	-	\$ 228.00	\$ 329.00
9 Postage	-	-	-	-	-	\$ -	\$ -
9 OTHER	-	-	-	-	-	\$ -	\$ -
10 Rent & Utilities	-	-	-	-	-	\$ 1,826.00	\$ 2,628.00
Systems Support	-	-	-	-	-	\$ 5,250.00	\$ 7,554.00
Deliverables	119,299.52	4,197.00	18,846.00	65,715.00	108,000.00	\$ -	\$ -
Sub-Total	\$ 119,299.52	\$ 4,197.00	\$ 18,846.00	\$ 65,715.00	\$ 108,000.00	\$ 42,269.00	\$ 60,748.00
Indirect Cost	-	-	-	-	-	\$ 2,959.00	\$ 4,252.00
Total	\$ 119,299.52	\$ 4,197.00	\$ 18,846.00	\$ 65,715.00	\$ 108,000.00	\$ 45,288.00	\$ 65,000.00

*To be spent down
by 9/30/2019

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 Department of Health.

ADDENDUM IIa
 Budget Narrative
 JSI Research & Training Institute, Inc.
 Epidemiological and Analytical Service Support
 Opioid Surveillance
 July 1, 2019 – December 31, 2019

PERSONNEL		\$24,758.00
<u>Lisa Schamus, Project Director</u>	<u>\$252.00</u>	
<p>\$63.04 per hour for 8 hours Ms. Schamus will provide oversight for JSI's role in the Violent Death Reporting System project including monitoring of deliverables and budgets</p>		
<u>Shannon Young, Data Abstractor</u>	<u>\$8,321.00</u>	
<p>\$26.00 per hour for 320 hours Ms. Young, Ms. Morse, and Mr. Davis will share responsibility for identifying cases to report to Opioid Overdoes project, abstracting data from the Medical Examiner's database, creating narrative summaries for each case, and cross reviewing a sample of cases for data quality checks in collaboration with the epidemiologist. Ms. Young will also attend internal and CDC meetings.</p>		
<u>Mikey Davis, Internal Consultant</u>	<u>\$10,920.00</u>	
<p>\$39.00 per hour for 280 hours Mr. Davis, Ms. Morse and Ms. Young will share responsibility for identifying cases to report to Opioid Overdoes project, abstracting data from the Medical Examiner's database, creating narrative summaries for each case, and cross reviewing a sample of cases for data quality checks in collaboration with the epidemiologist.</p>		
<u>Rachel Morse, Internal Consultant</u>	<u>\$5,265.00</u>	
<p>\$39.00 per hour for 135 hours Mr. Davis, Ms. Morse and Ms. Young will share responsibility for identifying cases to report to Opioid Overdoes project, abstracting data from the Medical Examiner's database, creating narrative summaries for each case, and cross reviewing a sample of cases for data quality checks in collaboration with the epidemiologist.</p>		
FRINGE BENEFITS		\$9,408.00
<p>Fringe is calculated at 38% of personnel and includes FICA, Life/Disability, Health, Payroll/Unemployment Taxes, Pension Expense and Worker's Compensation Insurance</p>		
PRINTING/COPYING		\$495.00
<p>Project related printing and copying expenses.</p>		
SUPPLIES		\$1,478.00
<p>General office supplies to include paper, pens, file folders, etc.</p>		
TELEPHONE/INTERNET		\$990.00
<p>Project related telephone, internet, conference calls and WebEx services.</p>		
EDUCATION/RESOURCE MATERIALS		\$743.00
<p>Update of project related books and reference manuals in the corporate library</p>		
POSTAGE		\$248.00
<p>Postage for mailings associated with this contract</p>		
OTHER		\$7,675.00
<u>Rent & Utilities</u>	<u>\$1,981.00</u>	

Cost associated with contract staff percentage of usage of facilities.

Systems Support

\$5,694.00

Cost associated with accounting, computer, operations and other support to contract staff.

SUB-TOTAL	\$45,795.00
ADMINISTRATIVE COST 7% of all direct expenses	\$3,205.00
TOTAL	\$49,000.00

ADDENDUM IIa
 Budget Narrative
 JSI Research & Training Institute, Inc.
 Epidemiological and Analytical Service Support
 Child Death Review Team
 July 1, 2019 – December 31, 2019

PERSONNEL		\$8,086.00
<u>Lisa Schamus, Project Director</u>	<u>\$504.00</u>	
\$63.04 per hour for 8 hours		
Ms. Schamus will provide oversight for JSI's role in the Child Death Review Team including monitoring of deliverables and budgets.		
<u>Shannon Spurlock, Consultant</u>	<u>\$2,737.00</u>	
\$57.02 per hour for 48 hours		
Ms. Spurlock will act as Project Manager for JSI's Child Death Review Team staff, facilitate Child Death Review Team Meetings, prepare reports, assist with preparation for Child Death Review Team meetings including presentation of data related to deaths, and ensure follow-up items are attended to .		
<u>Angelique Higgins, Staff Associate</u>	<u>\$2,112.00</u>	
\$26.07 per hour for 81 hours		
Ms. Higgins serve as a note taker at Child Death Review Team meetings. Ms. Higgins will also assist with the tracking of cases on a monthly basis, identifying which are meeting eligible, and write case scenarios.		
<u>Shannon Young, Data Abstractor</u>	<u>\$1,300.00</u>	
\$26.00 per hour for 50 hours		
Ms. Young will serve as the lead for ensuring that relevant data is available to the Child Death Review Team in advance of Team meetings. Ms. Young will assist with meeting facilitation as needed and with follow up items and report preparation.		
FRINGE BENEFITS		\$3,073.00
Fringe is calculated at 38% of personnel and includes FICA, Life/Disability, Health, Payroll/ Unemployment Taxes, Pension Expense and Worker's Compensation Insurance		
PRINTING/COPYING		\$162.00
Printing expenses for printing of meeting materials and for project related copying expenses.		
SUPPLIES		\$485.00
General office supplies to include paper, pens, file folders, etc.		
TELEPHONE/INTERNET		\$323.00
Project related telephone, internet, conference calls and WebEx services.		
EDUCATION/RESOURCE MATERIALS		\$236.00
Update of project related books and reference manuals in the corporate library		
POSTAGE		\$81.00
Postage for mailings associated with this contract		

OTHER **\$2,507.00**
Rent & Utilities \$647.00
Cost associated with contract staff percentage of usage of facilities.

Systems Support \$1,860.00
Cost associated with accounting, computer, operations and other support to contract staff.

SUB-TOTAL **\$14,953.00**

ADMINISTRATIVE COST **\$1,047.00**
7% of all direct expenses

TOTAL **\$16,000.00**

ADDENDUM IIa
Budget Narrative
JSI Research & Training Institute, Inc.
Epidemiological and Analytical Service Support
Opioid Surveillance
September 1, 2019 – December 31, 2019

PERSONNEL

\$24,758.00

Lisa Schamus, Project Director

\$252.00

\$63.04 per hour for 8 hours

Ms. Schamus will provide oversight for JSI's role in the Violent Death Reporting System project including monitoring of deliverables and budgets

Shannon Young, Data Abstractor

\$8,321.00

\$26.00 per hour for 320 hours

Ms. Young, Ms. Morse, and Mr. Davis will share responsibility for identifying cases to report to Opioid Overdoes project, abstracting data from the Medical Examiner's database, creating narrative summaries for each case, and cross reviewing a sample of cases for data quality checks in collaboration with the epidemiologist. Ms. Young will also attend internal and CDC meetings.

Mikey Davis, Internal Consultant

\$10,920.00

\$39.00 per hour for 280 hours

Mr. Davis, Ms. Morse and Ms. Young will share responsibility for identifying cases to report to Opioid Overdoes project, abstracting data from the Medical Examiner's database, creating narrative summaries for each case, and cross reviewing a sample of cases for data quality checks in collaboration with the epidemiologist.

Rachel Morse, Internal Consultant

\$5,265.00

\$39.00 per hour for 135 hours

Mr. Davis, Ms. Morse and Ms. Young will share responsibility for identifying cases to report to Opioid Overdoes project, abstracting data from the Medical Examiner's database, creating narrative summaries for each case, and cross reviewing a sample of cases for data quality checks in collaboration with the epidemiologist.

FRINGE BENEFITS

\$9,408.00

Fringe is calculated at 38% of personnel and includes FICA, Life/Disability, Health, Payroll/Unemployment Taxes, Pension Expense and Worker's Compensation Insurance

PRINTING/COPYING

\$495.00

Project related printing and copying expenses.

SUPPLIES

\$1,478.00

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

TELEPHONE/INTERNET

\$990.00

Project related telephone, internet, conference calls and WebEx services.

EDUCATION/RESOURCE MATERIALS

\$743.00

Update of project related books and reference manuals in the corporate library

POSTAGE		\$248.00
Postage for mailings associated with this contract		
OTHER		\$7,675.00
<u>Rent & Utilities</u>	<u>\$1,981.00</u>	
Cost associated with contract staff percentage of usage of facilities.		
<u>Systems Support</u>	<u>\$5,694.00</u>	
Cost associated with accounting, computer, operations and other support to contract staff.		
	SUB-TOTAL	\$45,795.00
	ADMINISTRATIVE COST	\$3,205.00
	7% of all direct expenses	
	TOTAL	\$49,000.00

ITEM 2

Notice of Contract Purchase Agreement



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

V E N D O R	JSI RESEARCH & TRAINING INSTITUTE INC 44 FARNSWORTH ST BOSTON, MA 02210-1209 United States
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FAMILY PLANNING DATA SYSTEM - DOH	
Award Number	3511343
Revision Number	3
Effective Period	01-MAY-2017 - 31-MAR-2020
Approved PO Date	30-APR-2019
Vendor Number	4911

S H I P T O	DOH MANAGEMENT SERVICES THREE CAPITOL HILL, ROOM 402 SMITH ST PROVIDENCE, RI 02908 United States
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Type of Requisition	SINGLE / SOLE SOURCE
Requisition Number	1503119
Change Order Requisition Number	DOHLT-0289
Solicitation Number	
Freight	Paid
Payment Terms	NET 30
Buyer	Francis, David -
Requester Name	Tamburrino, Lori
Work Telephone	401-222-1007

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.

AGENCY DOC. ID = DOHLT-0289 DATED 4/29/2019

PO #3511343 JSI RESEARCH & TRAINING INSTITUTE INC

TO INCORPORATE MODIFICATION #2 DATED 4/29/2019 INTO FILE.

AGENCY CONTACT:
 LORI TAMBURRINO
 401-222-1007

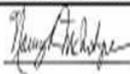
Reference Documents: 3511343.pdf

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STATE PURCHASING AGENT


 Nancy R. McIntyre



Department of Health
Three Capitol Hill
Providence, RI 02908-5097
TTY: 711
www.health.ri.gov

MODIFICATION #2

to the
AGREEMENT
between
RHODE ISLAND DEPARTMENT OF HEALTH
and
JSI RESEARCH & TRAINING INSTITUTE, INC.

“Family Planning Data System”

1. This section is in modification of an Agreement we have with JSI Research & Training Institute, Inc. for the period April 1, 2018 – March 31, 2019.
2. The purpose of this modification is to a) **INCREASE** this agreement by \$35,062.97 and b) **EXTEND** through March 31, 2020.
3. All other terms and conditions of the Agreement remain in effect.
4. A detailed Agreement is on file in the Division of Central Management’s Purchasing Unit.

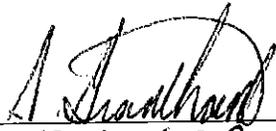
ACCEPTED:

RHODE ISLAND DEPARTMENT OF
HEALTH

JSI RESEARCH & TRAINING
INSTITUTE, INC.

for 

Nicole Alexander-Scott, MD, MPH
Director of Health



~~Steward Landers~~ *Sue Grantham*
~~Director of Health Services~~ *Vice President*

DATE: 4/26/19

DATE: 3/29/19

ADDENDUM II

Revised Budget - Modification #2
JSI Research & Training Institute, Inc.
Family Planning Data System

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

<u>Expense Category</u>	<u>5/1/2017 3/31/2018 Original</u>	<u>Increase and Extend 3/31/2019 Mod # 1</u>	<u>Increase and Extend 3/31/2020 Mod # 2</u>
1 Personnel	\$ 16,573.27	\$ 7,338.00	\$ 6,497.08
2 Fringe Benefits	\$ 6,297.84	\$ 2,788.44	\$ 2,468.89
3 Consultants	\$ -	\$ -	\$ -
4 Supplies	\$ 928.51	\$ -	\$ -
5 Telephone	\$ 290.09	\$ -	\$ -
6 Other - Computer Support	\$ 897.22	\$ -	\$ -
Direct Subcontracts	\$ 8,483.25	\$ 23,555.00	\$ 23,000.00
Rent	\$ 1,624.96	\$ 250.00	\$ 1,000.00
Utilites	\$ 1,331.12	\$ 250.00	\$ 1,000.00
Subtotal	\$ 36,426.26	\$ 34,181.44	\$ 33,965.97
Indirect Cost	\$ 2,235.44	\$ 2,734.52	\$ 1,097.00
Total	\$ 38,661.70	\$ 36,915.96	\$ 35,062.97

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 RIDOH.

ADDENDUM IIa
 Modification #2
 JSI Research & Training Institute, Inc.
 Family Planning Data System
 April 1, 2019 – March 31, 2020

PERSONNEL		\$6,497.08
<u>Lori Kiel, Project Director</u>	<u>\$934.08</u>	
\$58.38 per hour for 16 hours Lori Kiel serves as project director and is responsible for coordinating the activities of JSI staff and subcontractors.		
<u>Wayne Zafft, Operations</u>	<u>\$5,563.00</u>	
\$55.63 per hour for 100 hours Wayne Zafft is the primary person responsible for FPER processing and also provides Customer Service support.		
FRINGE BENEFITS		\$2,468.89
Fringe Benefits is calculated @ 38% include 16% insurance, 9% payroll taxes, 13% pension		
OTHER		\$2,000.00
<u>Rent</u>	<u>\$1,000.00</u>	
<u>Utilities</u>	<u>\$1,000.00</u>	
SUBCONTRACTS		\$23,000.00
Subcontracts include all other support requirements associated with the ongoing operation of the system, technical support, and system hosting.		
<u>BowLink Technologies</u>		
BowLink Technologies provides technical support, operations, and customer service.		
ADMINISTRATIVE COST		\$1,097.00
10% of all direct expenses less equipment and subcontracts		
TOTAL		<u>\$35,062.97</u>