GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu driven database system. The INTERNET address for GSA Advantage! is: www.GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule (MAS)
FSC Group: Human Capital

Contract Number GS-02F-157AA

Contract Period: June 13, 2018 through June 12, 2023

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

COMMUNITY HOPE, INC.
959 ROUTE 46 STE 402
PARSIPPANY, NJ 07054-3706
PHONE: (973) 463-9600 FAX: (973) 463-0328
www.communityhope-nj.org

Contract Administration: Carmine Deo Phone: (973) 463-9600 cdeo@communityhope-nj.org

Business size: Other than small business

Community Hope presently holds CARF accreditation in Case Management, Community Housing, Service Coordination and Supportive Living services. This accreditation is applicable to new programs offering these services.

CUSTOMER INFORMATION

1a. Table of awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN #</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>624SS</td>
<td>Social Services, Professional Counseling and Veterans' Readjustment and</td>
</tr>
<tr>
<td></td>
<td>Behavioral Health Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM)</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced service for each special item number awarded in the contract.

<table>
<thead>
<tr>
<th>SIN #</th>
<th>Service</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>624SS</td>
<td>Supportive Transitional Housing Program</td>
<td>$34.98 per Participant/Day</td>
</tr>
</tbody>
</table>

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

See page 7

2. Maximum order for each SIN:

<table>
<thead>
<tr>
<th>SIN#</th>
<th>MAXIMUM ORDER*</th>
</tr>
</thead>
<tbody>
<tr>
<td>624SS</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

*If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. Minimum order: $100.00

4. Geographic coverage (delivery area): Domestic

5. Point(s) of production: Not Applicable

6. Discount from list prices or statement of net price: Net prices are included on this price list.

7. Quantity discounts:

<table>
<thead>
<tr>
<th>Service</th>
<th>101-250</th>
<th>251 and greater</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Residential Treatment Program</td>
<td>Additional 5%</td>
<td>Additional 10%</td>
</tr>
<tr>
<td>Supportive Transitional Housing Program</td>
<td>Additional .5%</td>
<td>Additional 1%</td>
</tr>
</tbody>
</table>

GSA CONTRACT GS-02F-157AA
8. Prompt payment terms: **Net 30 days.** Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items: **Not Applicable**

10a. Time of delivery: **As negotiated per task order**

10b. Expedited delivery: **As negotiated per task order**

10c. Overnight and 2-day delivery: **As negotiated per task order**

10d. Urgent requirements: **As negotiated per task order**

11. F.O.B. point(s): **Destination**

12a. Ordering address: **959 ROUTE 46 STE 402, PARSIPPANY, NJ 07054-3706**

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address: **959 ROUTE 46 STE 402, PARSIPPANY, NJ 07054-3706**

14. Warranty provision: **Not Applicable**

15. Export packing charges: **Not Applicable**

16. Terms and conditions of rental, maintenance, and repair: **Not Applicable**

17. Terms and conditions of installation: **Not Applicable**

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: **Not Applicable**

18b. Terms and conditions for any other services: **Not Applicable**

19. List of service and distribution points: **Not Applicable**

20. List of participating dealers: **Not Applicable**

21. Preventative maintenance: **Not Applicable**

22a. Special attributes such as environmental attributes: **Not Applicable**

22b. Section 508 compliance: **Not Applicable**

23. Data Universal Number System (DUNS) number: **829294305**

24. Notification regarding registration in the System for Award Management (SAM) database.

   **Registration valid**
GSA RATES

<table>
<thead>
<tr>
<th>PROGRAM TYPE/POSITION</th>
<th>GSA NET PRICE (INCLUDING IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Residential Treatment Program</td>
<td>$120.07 per Participant/Day</td>
</tr>
<tr>
<td>Supportive Transitional Housing Program</td>
<td>$34.98 per Participant/Day</td>
</tr>
<tr>
<td>Case Manager</td>
<td>$48.57 per hour</td>
</tr>
</tbody>
</table>
PROGRAM TYPE/ POSITION DESCRIPTIONS

CONTRACT RESIDENTIAL TREATMENT PROGRAM

Rapid shelter placement with staffing available on-site 24 hours a day, 7 days per week; up to 3 healthy meals per day and available laundry facilities. Planning and coordinating all activities associated with providing safe and appropriate residential care during their residential stay. Providing support services including

a) Structured group activities as appropriate - examples include group therapy, social skills training, Alcoholics Anonymous, Narcotics Anonymous, vocational counseling and physical activities as appropriate;

b) Collaboration with the VA program staff, which will provide supportive psychosocial services;

c) Individual professional counseling, including counseling on self care skills, adaptive coping skills and, as appropriate, vocational rehabilitation counseling, in collaboration with VA program and community resources;

d) Assistance to develop responsible living patterns and to achieve a more adaptive level of psychosocial functioning, upgraded social skills, and improved personal relationships;

e) Support for an alcohol/drug abuse-free lifestyle;

f) Assistance to gain and to apply knowledge of the illness/recovery process; and

g) The ability to assess and respond to a Veteran in crisis.
SUPPORTIVE TRANSITIONAL HOUSING PROGRAM

Eligibility Screening: Homeless veterans will be screened to determine their eligibility based on VA established program participation criteria as well as housing assistance eligibility, and veteran benefit status.

Needs Assessment and Linkage: A comprehensive assessment of veteran healthcare, mental health, social service, employment, income, family, and addictions needs, status, and current participation in services will be conducted. Eligibility for linkage to VA and community services will be determined and completed.

Housing Assistance Linkage: Veterans will be linked to public housing authorities in order to access subsidized housing options. Employees will assist with application completion, provide support through eligibility determination, and assist with navigating the PHA process.

Housing Search Assistance: Employees will assist veterans in searching, locating, viewing, and securing permanent, affordable housing in their desired communities.

Housing Stability Planning: Housing procurement and stability planning will be comprehensive and include all facets of long term sustainability of a permanent, independent housing situation. This includes employment, financial stability, home maintenance, childcare, family composition, and skill training.

Supportive Counseling and Case Management: Employees will provide emotional support, build hope, and foster resiliency in the veterans served. Counseling will support relationship building and reunification with veteran family members. Veterans will be supported in all areas of community integration including reconnecting with family and friends, finding cultural opportunities, exploring spiritual organizations, and develops new interests, activities, and relationships. Intensity and frequency of services are adjusted based on the unique needs of the Veteran. Services will be provided in the Veteran’s home at least monthly. Includes Transportation to appointments and housing activities by service employees as needed.

Documentation and Care Coordination: Employees will complete required documentation, communicate with other service providers as authorized, and complete reporting responsibilities as required.

Transportation: Transportation to appointments and housing activities provided by a van driver as needed.
CASE MANAGER

Responsibilities:

- Conduct screenings to determine eligibility for services and ensure engagement with vulnerable and hard to reach individuals using a low barrier approach.
- Conduct psychosocial assessments that evaluate mental health, substance use, trauma, and other healthcare needs and identifies functioning levels in critical recovery areas.
- Conduct needs assessments and recovery planning activities that incorporate the needs, abilities, and preferences of the individuals served.
- Deliver group and individual recovery counseling using standard professional counselling methods.
- Provide recovery education and support that promotes the full recovery of the individual using low barrier, harm reduction, and supportive approaches that integrate behavioral and physical healthcare needs.
- Provide medication adherence coaching including the promotion of healthy medication management techniques, medication education, and self-administration monitoring.
- Provide life skills education and support that engages the individual in securing high levels of independence in everyday functioning including, banking, nutrition, household management, and community engagement.
- Conduct crisis management and on-call coverage 24 hours and 7 days a week to help individuals through critical times and to minimize emergency services use.
- Provide housing placement assistance that includes finding and securing housing, and providing tenancy supports to help individuals keep their housing long term.
- Engage in systems advocacy with other services providers to ensure maximized opportunities for individuals to enhance their well-being.
- Provide employment supports that help individuals find, get, and keep employment that supports their recovery and housing stability.
- Provide transportation in agency vehicles in a safe and courteous manner.
- Coordinate medical, mental health, substance use, social, and other needed services with and on behalf of individuals that ensure a full quality of life.
- Assist individuals in engaging with family and support systems in a healthy way.
- Document service delivery electronically and maintain accurate and timely clinical documentation while upholding confidentiality.
- Maintain compliance with the Agency Code of Ethics, the standards of applicable regulatory bodies, and established accreditation benchmarks.

**Education:**
- Master’s Degree in Social Work, Psychology, Nursing or a related profession.

**Certification:**
- State licensed to practice in their degreed profession.

**Experience:**
- One year of mental health, substance use, homeless, or veteran services experience.
- Knowledge of the Critical Time Intervention model or other relevant evidence based practices.