

Department of Dirigo Health  
CONTRACT FOR SPECIAL SERVICES - AMENDMENT

BY AGREEMENT of both parties this 8th day of June, 2010, the Contract for Special Services between the State of Maine, Department of Dirigo Health Agency (DHA) hereinafter called "Department," and Maine Business Service DBA Manpower hereinafter called "Contractor," is hereby amended as follows:

1. The termination date is extended from August 31, 2010 to August 31, 2011  
(old term date) (new term date)

**Reason** Renewing with Manpower for the second year of the contract.

2. The dollar amount of the contract is increased by \$280,182 from \$362,349 to \$642,531

**Reason** This contract allows the Department to continue to process renewals for 7,000+ members and process new enrollments of at least 4,750 members timely and according to Bureau of Insurance regulations. In addition, it will enable the Department to handle incoming phone inquiries in excess of 26,000 per year.

3. The Scope of Services in Rider A is amended as follows: N/A

All other terms and conditions of the original contract dated August 13, 2009 remain in full force and effect.

IN WITNESS WHEREOF, the Department and Contractor, by their duly authorized representatives, have executed this amendment in four originals as of the day and year first above written.

Department: Dirigo Health Agency

By: Gloria Tomsa  
Gloria Tomsa, Director of Operations

and

Contractor: Manpower

By: Lydia Sy  
Lydia Sy, Branch Manager

Approved  
on  
6/17/10

Approved, State Purchases Review Committee \_\_\_\_\_

Date: \_\_\_\_\_

(note: this section must be completed by using agency)

Encumbrance Number: 20090819\*1229

Vendor Code: VS0000000069

Old Contract Amount: \$362,349

Account Codes: 05495D10010124097

Amount of Increase: \$280,182

New Contract Amount: \$642,531

New Termination Date: 8/31/2011

## Supplemental Information Sheet, Contracted Positions

**Contractor:** Maine Business Service dba Manpower

**Department:** Dirigo Health Agency

**Contract Amount:** \$280,182 (should equal the sum of the amounts listed below)

Pos'n Title/Function	#	FTEs	Wage/Hr	Fringe/Hr	Markup/Hr	Billing Rate	Amount	Term Date
Public Relations Spec.		4.00	\$14.98	\$0.00	\$2.33	\$17.33		08/31/2011
Eligibility Benefit Spec.		3.00	\$9.99	\$0.00	\$1.56	\$11.56		08/31/2011
Accounting Technician		1.00	\$9.25	\$0.00	\$1.45	\$10.70		08/31/2011

**The Contractor will provide the following information:**

**#:** Enter the number of individuals employed in this position/function.

**FTEs:** 1 FTE = 2080 hours/year. To calculate FTEs, divide "Amount" by "Billing Rate" by "2080".

**Wage/Hr:** Enter the rate of pay to the employee for each hour worked.

**Fringe/Hr:** Enter the Contractor's share of any benefits, per hour worked.

**Markup/Hr:** Enter the Contractor's markup per hour worked.

**Billing Rate:** This is the sum of the previous three columns.

**Amount:** To be filled in for each position/function listed.

**Term Date:** The date the contract ends.

**Contracts for positions cannot be approved without this information!**