

**CVERAP Phase II – Modification #1**

**CONTRACTOR** **CLIENT**

Nan McKay and Associates, Inc. (NMA)  
1810 Gillespie Way, Suite 202  
El Cajon, CA 92020

New Jersey Department of Community Affairs  
P.O. Box 800  
Trenton, NJ 08625-0800

**POINT OF CONTACT** John McKay  
**TITLE** Chief Executive Officer  
**PHONE** [REDACTED]  
**EMAIL** [REDACTED]

**POINT OF CONTACT** Elena Gaines  
**TITLE** Assistant Director  
**PHONE** [REDACTED]  
**EMAIL** [REDACTED]

**PURPOSE**

This modification to the original contract is based upon NJDCA's receipt of additional funds from two Eligible Local Governments from their original allocation from the U.S. Department of Treasury for the Emergency Rental Assistance Program: Morris County's allocation of \$14,677,248.30 and Burlington's allocation of \$13,000,000. These amounts do not include DCA's admin fees. Therefore, this modification adds up to 120 days of CVERAP support as estimated below:

Title	Rate	#	Hours Per Week	Hours Per Month	3 Months	Estimated Total
Manager	[REDACTED]	[REDACTED]	40	170	510	[REDACTED]
Supervisor	[REDACTED]	[REDACTED]	40	170	3060	[REDACTED]
Housing Specialist	[REDACTED]	[REDACTED]	40	170	17850	[REDACTED]
Call Center Lead	[REDACTED]	[REDACTED]	40	170	1020	[REDACTED]
Call Center Spec	[REDACTED]	[REDACTED]	40	170	7140	[REDACTED]
Quality Control	[REDACTED]	[REDACTED]	41	174.25	1045.5	[REDACTED]
Project Support Staff	[REDACTED]	[REDACTED]	42	178.5	2142	[REDACTED]
--	--	--	--	--	--	<b>\$1,692,945</b>

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.**

**NAN MCKAY AND ASSOCIATES, INC.** **NEW JERSEY DEPT. OF COMMUNITY AFFAIRS**

**NAME** John McKay  
**SIGNATURE** *John McKay*  
**TITLE** Chief Executive Officer  
**DATE** 9/30/2022

**NAME** *Elena Gaines*  
**SIGNATURE** *Elena Gaines*  
**TITLE** *Deputy Dir.*  
**DATE**

CVERAP Phase II – Modification #2

CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
<b>POINT OF CONTACT</b>	John McKay	<b>POINT OF CONTACT</b>	[REDACTED]
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Assistant Director
<b>PHONE</b>	[REDACTED]	<b>PHONE</b>	[REDACTED]
<b>EMAIL</b>	[REDACTED]	<b>EMAIL</b>	[REDACTED]

**ARA FUNDS: 18-MONTH PROGRAM**

Title	Rate	#	Hours Per Week	Hours Per Month	24 Months	Estimated Total
Manager	[REDACTED]	[REDACTED]	40	170	3060	[REDACTED]
Supervisor	[REDACTED]	[REDACTED]	40	170	27540	[REDACTED]
Housing Specialist	[REDACTED]	[REDACTED]	40	170	183600	[REDACTED]
Call Center Manager	[REDACTED]	[REDACTED]	40	170	3060	[REDACTED]
Call Center Sup	[REDACTED]	[REDACTED]	40	170	9180	[REDACTED]
Call Center Spec	[REDACTED]	[REDACTED]	40	170	55080	[REDACTED]
Quality Control	[REDACTED]	[REDACTED]	40	170	15300	[REDACTED]
Programmer	[REDACTED]	[REDACTED]	20	85	1530	[REDACTED]
Podio	[REDACTED]	[REDACTED]	20	85	1530	[REDACTED]
Avtek/Genesys	[REDACTED]	[REDACTED]				[REDACTED]
--	--	[REDACTED]	--	--	--	<b>\$16,518,900</b>

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.**

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
<b>NAME</b>	John McKay	<b>NAME</b>	Elena Gamos
<b>SIGNATURE</b>	<i>John McKay</i>	<b>SIGNATURE</b>	<i>[Signature]</i>
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Dept. Dir.
<b>DATE</b>	9/30/2022	<b>DATE</b>	



**CVERAP, ERA1 ROUND 1 REALLOCATION  
MODIFICATION #4  
FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

CVERAP, ERA1 Round 1 Reallocation – Modification #4

CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
<b>POINT OF CONTACT</b>	John McKay	<b>POINT OF CONTACT</b>	[REDACTED]
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Assistant Director
<b>PHONE</b>	[REDACTED]	<b>PHONE</b>	[REDACTED]
<b>EMAIL</b>	[REDACTED]	<b>EMAIL</b>	[REDACTED]

**PURPOSE**

This modification to the original contract is based upon NJDCA's receipt of \$42,706,022 in additional funds under the ERA1 Round 1 reallocation. The pricing provided below is for **February-April, 2022**.

Title	Rate	#	Hours Per Week	Hours Per Month	3 Months	Estimated Total
Manager	[REDACTED]	[REDACTED]	40	170	510	[REDACTED]
Supervisor	[REDACTED]	[REDACTED]	40	170	4080	[REDACTED]
Housing Specialist	[REDACTED]	[REDACTED]	40	170	29070	[REDACTED]
Call Center Manager	[REDACTED]	[REDACTED]	40	170	510	[REDACTED]
Call Center Sup	[REDACTED]	[REDACTED]	40	170	1530	[REDACTED]
Call Center Spec	[REDACTED]	[REDACTED]	40	170	10710	[REDACTED]
Quality Control	[REDACTED]	[REDACTED]	40	170	2550	[REDACTED]
Programmer	[REDACTED]	[REDACTED]	20	85	255	[REDACTED]
Podio	[REDACTED]	[REDACTED]	20	85	255	[REDACTED]
-	--	[REDACTED]	-	-	-	<b>\$2,733,600</b>

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.**

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
<b>NAME</b>	John McKay	<b>NAME</b>	Egga Gaines
<b>SIGNATURE</b>		<b>SIGNATURE</b>	
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Deputy Dir.
<b>DATE</b>		<b>DATE</b>	



**CVERAP ADMIN FEE REALLOCATIONS  
MODIFICATION #5  
FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

**CVERAP Admin Fee Reallocations – Modification #5**

CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
<b>POINT OF CONTACT</b>	John McKay	<b>POINT OF CONTACT</b>	[REDACTED]
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Assistant Director
<b>PHONE</b>	[REDACTED]	<b>PHONE</b>	[REDACTED]
<b>EMAIL</b>	[REDACTED]	<b>EMAIL</b>	[REDACTED]

**PURPOSE**

The New Jersey Department of Community Affairs (NJDCA) received additional ERA 1 and 2 funds not contemplated or included in original contract. This modification provides administrative fees for the following four (4) new funding allocations received by NJDCA and to be administered and disbursed by NMA: ERA1 Rcallocation (Round 2), Burlington ERA1 Reallocation (Round 2), Burlington ERA2, and Morris ERA2. Provided below is the labor budget, technology fee, and a breakout of disbursements and fees for each of the allocations. The pricing provided below is for **April–July, 2022**.

Program	Funds to Disburse	Labor	Technology	Estimated Total
ERA1 Reallocation (Round 2)	\$40,180,596.30	\$2,828,662.98	\$226,388.09	\$3,055,051.08
Burlington ERA1 Reallocation (Round 2)	\$2,203,259.15	\$155,106.65	\$12,413.74	\$167,520.39
Burlington ERA2	\$3,575,289.86	\$251,695.87	\$20,144.13	\$271,840.00
Morris ERA2	\$9,871,406.66	\$694,934.50	\$55,618.11	\$750,552.61
<b>Total</b>	<b>\$55,830,551.96</b>	<b>\$3,930,400.00</b>	<b>\$314,564.08</b>	<b>\$4,244,964.08</b>

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.**

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
<b>NAME</b>	John McKay	<b>NAME</b>	Elena Gaines
<b>SIGNATURE</b>		<b>SIGNATURE</b>	
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Deputy Director
<b>DATE</b>		<b>DATE</b>	

**CVERAP ERA 1 Reallocation 3 – Modification #6**  
7/26/2022

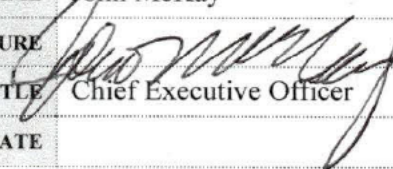
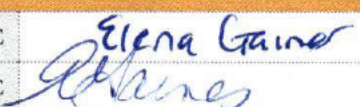
CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
POINT OF CONTACT	John McKay	POINT OF CONTACT	[REDACTED]
TITLE	Chief Executive Officer	TITLE	Assistant Director
PHONE	[REDACTED]	PHONE	[REDACTED]
EMAIL	[REDACTED]	EMAIL	[REDACTED]

**PURPOSE**

This modification to the original contract is for ERA1 Reallocation (Round 3). Provided below is the staffing budget, technology fee, and a breakout of disbursements and fees for each of the allocations. The pricing provided below is for **August – October, 2022**.

Program	Funds to Disburse	NMA Labor	NMA Tech Fee	NMA Total
ERA1 Reallocation <b>(Round 3) - NJ State</b>	\$ 37,421,328.90	\$ 2,619,493.02	\$ 207,896.27	\$ <b>2,827,389.29</b>
ERA1 Reallocation <b>(Initial) - Middlesex</b>	\$ 7,020,000.00	\$ 491,400.00	\$ 39,000.00	\$ <b>530,400.00</b>
<b>Total</b>	\$ <b>44,441,328.90</b>	\$ <b>3,110,893.02</b>	\$ <b>246,896.27</b>	\$ <b>3,357,789.29</b>

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
NAME	John McKay	NAME	Elena Gainer
SIGNATURE		SIGNATURE	
TITLE	Chief Executive Officer	TITLE	Depty Dir.
DATE		DATE	



CVERAP ADMIN FEE REALLOCATIONS  
MODIFICATION #7  
FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

CVERAP ERA 1 Reallocation 3, 4, & Admin Reallocation – Modification #7  
11 08 2022

CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
POINT OF CONTACT	John McKay	POINT OF CONTACT	
TITLE	Chief Executive Officer	TITLE	Assistant Director
PHONE		PHONE	
EMAIL		EMAIL	

PURPOSE

On October 28, 2022, Treasury announced and awarded final reallocations for ERA1. Treasury guidelines require that these funds be expended by December 29, 2022 and that any funds not obligated by this date be returned to Treasury. The State does not want any ERA1 funds to be returned to Treasury. Understanding that Treasury's deadline is aggressive, not flexible, and that the timeline includes major holidays that will take staff offline, it is the interest of NMA and the State that the project over staff its operations to reassure that all ERA1 funds will be expended by December 29, 2022. This modification increases current staffing levels by 197.

Provided below is the staffing budget, technology fee, and a breakout of disbursements and fixed fees for each of the allocations. The pricing provided below is for **November - December, 2022**.

Program	Funds to Disburse	NMA Labor	NMA Tech Fee	NMA Total
ERA1 Reallocation (Round 3) - NJ State	\$ 37,421,328.90	\$ 713,150.00	\$ -	\$ 713,150.00
ERA1 Reallocation (Round 4) - NJ State	\$ 18,531,581.75	\$ 1,772,119.36	\$ 102,953.23	\$ 1,875,072.59
ERA1 Internal Admin Fee Reallocation - NJ State	\$ 16,000,000.00	\$ 1,377,028.64	\$ -	\$ 1,377,028.64
<b>Total</b>	<b>\$ 34,531,581.75</b>	<b>\$ 3,149,148.00</b>	<b>\$ 102,953.23</b>	<b>\$ 3,965,251.23</b>

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
NAME	John McKay	NAME	<i>Elena Barnes</i>
SIGNATURE	<i>John McKay</i>	SIGNATURE	<i>[Signature]</i>
TITLE	Chief Executive Officer	TITLE	<i>Deputy Dir.</i>
DATE	11-09-2022	DATE	



**CVERAP ERA2 REALLOCATIONS & SUPPLEMENTAL STAFF  
MODIFICATION #8  
FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

**CVERAP ERA 2 Reallocations & Supplemental Staff - Modification #8**

CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
<b>POINT OF CONTACT</b>	John McKay	<b>POINT OF CONTACT</b>	[REDACTED]
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Assistant Director
<b>PHONE</b>	[REDACTED]	<b>PHONE</b>	[REDACTED]
<b>EMAIL</b>	[REDACTED]	<b>EMAIL</b>	[REDACTED]

**PURPOSE**

On October 18, 2022, Treasury announced and awarded round 1 reallocation for ERA2. On January 24, 2023, Treasury announced and awarded round 2 reallocation for ERA2. Last disbursements for ERA1 were made in December 2022 which would have prompted a reduction in staff. However, DCA requested that finance and call center staffing levels remain the same. This modification is for the review of applications and initial disbursement of Round 1 and Round 2 of ERA funds along with 6 months of supplemental staff.

**ERA 2 Reallocation Round 1 & 2:**

Title	Rate	#	Hours Per Week	Hours Per Month	2 Months	Total
Manager	[REDACTED]	[REDACTED]	40	170	1190	\$ [REDACTED]
Supervisor	[REDACTED]	[REDACTED]	40	170	6460	\$ [REDACTED]
Housing Specialist	[REDACTED]	[REDACTED]	40	170	52700	\$ [REDACTED]
Call Center Manager	[REDACTED]	[REDACTED]	40	170	1615	\$ [REDACTED]
Call Center Sup	[REDACTED]	[REDACTED]	40	170	3400	\$ [REDACTED]
Call Center Spec	[REDACTED]	[REDACTED]	40	170	37825	\$ [REDACTED]
Quality Supervisor	[REDACTED]	[REDACTED]	40	170	425	\$ [REDACTED]
Quality Control	[REDACTED]	[REDACTED]	40	170	5950	\$ [REDACTED]
Subtotal						\$ [REDACTED]
Technology Fee						\$ 641,249.72
<b>Total</b>		[REDACTED]				\$ 6,317,549.72

**ERA 2 Supplemental Staff:**

Title	Rate	#	Hours Per Week	Hours Per Month	6 Months	Total
Manager	[REDACTED]	[REDACTED]	40	170	1020	\$ [REDACTED]
Supervisor	[REDACTED]	[REDACTED]	40	170	1020	\$ [REDACTED]
Call Center Sup	[REDACTED]	[REDACTED]	40	170	3060	\$ [REDACTED]



**CVERAP ERA2 REALLOCATIONS & SUPPLEMENTAL STAFF  
MODIFICATION #8  
FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

Call Center Spec	█	█	40	170	35700	\$ █
AP Specialists	█	█	40	170	10260	\$ █
Subtotal						\$ █
<b>Total</b>		█				\$ <b>2,272,500.00</b>

Program	Funds to Disburse	NMA Labor	NMA Tech Fee	NMA Total
ERA2 Reallocation (Round 1) - NJ State	\$30,471,920.06	\$2,718,300.00	\$304,719.20	\$3,023,019.20
ERA2 Reallocation (Round 2) - NJ State	\$33,653,052.05	\$2,958,000.00	\$336,530.52	\$3,294,530.52
ERA2 Supplemental Staff - 6 Months	\$-	\$2,272,500.00	\$-	\$2,272,500.00
<b>Total</b>	<b>\$64,124,972.11</b>	<b>\$7,987,050.00</b>	<b>\$641,249.72</b>	<b>\$8,590,049.72</b>

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.**

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
<b>NAME</b>	John McKay	<b>NAME</b>	Elena Gaines
<b>SIGNATURE</b>	<i>John McKay</i>	<b>SIGNATURE</b>	<i>EMGaines</i>
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Deputy Director
<b>DATE</b>	06/29/2023	<b>DATE</b>	



**CVERAP ERA2R3 - Modification #10**  
05/05/2023

CONTRACTOR		CLIENT	
Nan McKay and Associates, Inc. (NMA) 1810 Gillespie Way, Suite 202 El Cajon, CA 92020		New Jersey Department of Community Affairs P.O. Box 800 Trenton, NJ 08625-0800	
<b>POINT OF CONTACT</b>	John McKay	<b>POINT OF CONTACT</b>	██████████
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Assistant Director
<b>PHONE</b>	██████████	<b>PHONE</b>	██████████
<b>EMAIL</b>	j.██████████	<b>EMAIL</b>	██████████

**PURPOSE**

On April 12, 2023, Treasury announced and awarded round 3 reallocation for ERA2 in the amount of \$31,451,068.77. This modification is for the review of applications and initial disbursement of these funds in a compressed two-month timeline.

Title	Rate	#	Hours Per Week	Hours Per Month	2 Months	Total
Project Manager	████	████	40	170	3400	\$ █████
Supervisor	████	████	40	170	2720	\$ █████
Housing Specialist	████	████	40	170	33660	\$ █████
Call Center Manager	████	████	40	170	1020	\$ █████
Call Center Sup	████	████	40	170	1360	\$ █████
Call Center Spec	████	████	40	170	3400	\$ █████
Quality Supervisor	████	████	40	170	340	\$ █████
Quality Control	████	████	40	170	5100	\$ █████
Subtotal						\$ █████
Technology Fee						\$ 314,510.69
<b>Total</b>		████				<b>\$ 3,286,110.69</b>

Program	Awarded Funds	NMA Labor	NMA Tech Fee	NMA Total
ERA2 Reallocation (Round 3) - NJ State	\$31,451,068.77	\$ 2,971,600.00	\$ 314,510.69	\$ 3,286,110.69
<b>Total</b>	<b>\$ 31,451,068.77</b>	<b>\$ 2,971,600.00</b>	<b>\$ 314,510.69</b>	<b>\$ 3,286,110.69</b>



**CVERAP ADMIN FEE REALLOCATIONS  
MODIFICATION #10  
FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

**ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL AGREEMENT REMAIN UNCHANGED AND ARE IN FULL FORCE AND EFFECT, EXCEPT AS MODIFIED HEREIN.**

NAN MCKAY AND ASSOCIATES, INC.		NEW JERSEY DEPT. OF COMMUNITY AFFAIRS	
<b>NAME</b>	John McKay	<b>NAME</b>	Elena Gaines
<b>SIGNATURE</b>	<i>John McKay</i>	<b>SIGNATURE</b>	<i>EMGaines</i>
<b>TITLE</b>	Chief Executive Officer	<b>TITLE</b>	Deputy Director
<b>DATE</b>	06/29/2023	<b>DATE</b>	