

**AMENDMENT NO. 2 TO THE AGREEMENT BETWEEN THE COUNTY OF LAKE
AND LAKE FAMILY RESOURCE CENTER FOR THE PROVISION OF THE FEMA
BASED IMMEDIATE SERVICES PROGRAM (ISP) KNOWN AS CAL HOPE FOR
FISCAL YEAR 2018-19 AND FISCAL YEAR 2019-20**

This Amendment No. 2 to Agreement is made and entered into this 16th day of March, 2019 by and between the County of Lake, a political subdivision of the State of California (hereinafter referred to as "County") and Lake Family Resource Center (hereinafter referred to as "Contractor").

RECITALS

WHEREAS, the parties hereto have entered into an Agreement dated October 1, 2018 under which Contractor will provide the FEMA based Immediate Services Program (ISP) known as Cal Hope to County; and

WHEREAS, the Agreement was first amended on or about December 13, 2018 in order to add specific information regarding the Description of Services and Fiscal Provisions including a template for reporting and budget and travel reimbursement information needs to be added in order to align with County's Agreement with the Department of Health Care Services which provides the FEMA based funds for these services; and

WHEREAS, due to the additional FEMA based Regular Services Program (RSP) funds being contracted, the parties now desire to amend the Agreement a second time to increase the maximum payable under the Agreement by \$488,976.42 for a new contract maximum of \$642,254.66; and

WHEREAS, the RSP program allows for the extension of the service period by two (2) months from June 30, 2019 to August 30, 2019.

NOW, THEREFORE, the parties hereby agree as follows:

Section 2 – Term is hereby amended to read as follows:

"Term. This Agreement shall commence on October 1, 2018, and shall terminate on August 30, 2019, unless earlier terminated as hereinafter provided. In the event County desires to temporarily continue services after the expiration of this Agreement, such continuation shall be deemed on a month-to-month basis, subject to the same terms, covenants, and conditions contained herein."

Section 3 – COMPENSATION is hereby amended to read as follows:

"COMPENSATION. Contractor has been selected by County to provide the services described hereunder in Exhibit A, attached hereto. Compensation to Contractor shall not exceed Six Hundred Forty Two Thousand Two Hundred Fifty Four Dollars and 66 Cents (\$642,254.66)."

Exhibit B – Section 4 - Payment Terms is hereby amended to read as follows:

“County shall reimburse Contractor on a monthly basis once invoiced by Contractor.”

Exhibit B – FISCAL PROVISIONS, SECTION 7 – BUDGET is hereby amended to read as follows:

Exhibit B Attachment I A1
Budget
Year 1
(08/4/18 through 6/30/19)

Position Title	# of Staff	FTE	Daily Salary Range	Number of Days	Total Cost	
Team Lead	1	100%-1	\$291.76/Day	60-205/Days	\$17,505.60	\$59,810.80
Crisis Counselor	4	100% 1	\$258.32/Day	60-205/Days	\$61,996.80	\$211,822.40
Fiscal Specialist	0.5	50% 1	\$202.40/Day	46 191/Days	\$4,655.20	\$19,329.20
Admin/Data Evaluations Specialist	0.5	50% 1	\$258.32/Day	46 191/Days	\$5,943.36	\$24,669.56
Total Salary					\$90,098.86	\$315,631.96
Fringe Benefits (53.951% of Direct Personnel Costs)					\$48,609.28	\$170,286.60
Total Personnel						\$138,708.24
						\$485,918.56

Operating Expenses

Office Supplies: (\$25/person/month
 $\$25 \times 5 \text{ staff} \times 2 \text{ months} = 250.00$ \$1,124.98
 Photocopies/Printing cost: (\$0.15 x 5000 copies per copy
 $\$0.15 \times 5,000 \text{ 12,000 copies} = 750.00$ \$1,800.00
 Cell Phone Service: \$100/month
 3 phones x \$100 x 2 9 = \$600 \$2,700.00
 Uniform/Safety clothing: \$40/uniform with Project Logo
 5 staff x 4 uniforms x \$40 = \$800.00

Total Operating Expenses

\$2,400.00
\$6,424.98

Equipment Expenses

Cell Phones (2 teams and team lead
 \$800 x 3 phones total = \$2,400.00

Total Equipment Expenses

\$2,400.00

Travel (At CalHR reimbursement rates)

Mileage: (Ave. 50 miles/day x 2 teams of 2)
 $\$0.545 \times 50 \times 2 \times 60 \text{ days} = \$3,270.00$
Mileage: (Ave. 75 miles/day x 2 teams of 2)
 $\$0.545 \times 75 \times 2 \times 145 \text{ days} = \$11,853.75$
Mileage (300 miles round trip, 5 staff, 4 trainings)
 $\$0.545 \times 300 \times 5 \times 4 \text{ days} = \$3,270.00$
Lodging (\$95 per night, plus tax (approx. 15%), 5 staff 4
trainings) \$1,092.50 x 4 days = \$4,370.00
Per Diem (\$46 per day, 2 days/training, 5 staff, 4 trainings)
 $\$460.00 \times 4 \text{ days} = \$1,840.00$

Total Travel

\$3,270.00
\$24,603.75

Subcontractors

Training Venue: \$750/day
 $\$750 \times 2 = \$1,500.00$
 Public Messaging: (Radio ads \$1,000/month,
 Newspaper ads \$500/month, Billboard/public signage \$500/month
 Branding materials \$500/month)
 $\$2500 \times 2 \text{ months} = \$5,000.00$
Public Messaging: (Radio ads \$ 200/month
Billboard/public signage \$300/month,
Branding materials \$200/month)
 $\$700 \times 7 \text{ months} = \$4,900.00$

Total Subcontracts

\$6,500.00
\$11,400.00

Indirect Costs

Indirect Costs

\$0.00

Annual Budget Total

\$153,278.24
\$530,747.29

Exhibit B Attachment II A1

BudgetYear 2(07/1/19 through 8/30/19)

Position Title	# of Staff	FTE	Daily Salary Range	Number of Days	Total Cost
Team Lead	1	1	\$291.76/Day	44/Days	\$12,837.44
Crisis Counselor	4	1	\$258.32/Day	44/Days	\$45,464.32
Fiscal Specialist	0.5	1	\$202.40/Day	44/Days	\$4,452.80
Admin/Data Evaluations Specialist	0.5	1	\$258.32/Day	44/Days	\$5,683.04
			<u>Total Salary</u>		\$68,437.60
			<u>ringe Benefits (53.951% of Direct Personnel Cost)</u>		\$36,922.77
			<u>Total Personnel</u>		\$105,360.37

Operating Expenses

Office Supplies: (\$25/person/month)\$25 x 5 x 2 = \$250.00Photocopies/Printing: (\$0.15/copy, 1,000 copies/month)\$0.15 x 1,000 x 2 = \$300Cell Phone Service: 3 phones (2 teams, 1 team lead)3 x \$100/month x 2 months = \$600.00Total Operating Expenses \$1,150.00

Equipment Expenses

Total Equipment Expenses \$0.00

Travel (At CalHR reimbursement rates)

Mileage: (Avg. 75 miles/day, 44 days, 2 teams of 2)\$0.545 x 75 x 2 x 44 = \$3,597.00Total Travel \$3,597.00

Subcontractors

Public Messaging: (radio ads \$200/month, billboard/public signage \$300/mand branding materials \$200/month) \$700 x 2 months = \$1,400.00Total Subcontractors \$1,400.00

Indirect Costs

Indirect Costs \$0.00Annual Budget Total \$111,507.37

The Parties agree that all other terms and conditions of the original Agreement shall remain in full force and effect.

COUNTY OF LAKE

LAKE FAMILY RESOURCE CENTER

BY: _____
Chair. Board of Supervisors
Date: _____

BY: Lisa Morrow
Lisa Morrow, Executive Director
Date: 4/17/19

APPROVED AS TO FORM:
ANITA L. GRANT
County Counsel

ATTEST:
CAROL J. HUCHINGSON
Clerk to the Board of Supervisors

BY: ALG
Date: 4-19-19

BY: _____
Date: _____