

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



**Contract Number**

**21-61 A-2**

**SAP Number**

**4400016090**

## Department of Behavioral Health

<b>Department Contract Representative</b>	Eric Williams
<b>Telephone Number</b>	(909) 388-0951
<b>Contractor</b>	Amethyst Behavioral Health, LLC
<b>Contractor Representative</b>	Sandra Richardson
<b>Telephone Number</b>	(909) 809-9293
<b>Contract Term</b>	February 1, 2021 – June 30, 2025
<b>Original Contract Amount</b>	\$5,025,180
<b>Amendment Amount</b>	\$1,576,800
<b>Total Contract Amount</b>	\$6,601,980
<b>Cost Center</b>	9209242200

THIS CONTRACT is entered into in the State of California by and between San Bernardino County, hereinafter called the County, and Amethyst Behavioral Health, LLC referenced above, hereinafter called Contractor.

**IT IS HEREBY AGREED AS FOLLOWS:**

**WITNESSETH:**

IN THAT CERTAIN **Contract No. 21-61** by and between San Bernardino County, a political subdivision of the State of California, and Contractor for Adult Residential Facilities with Social Rehabilitation Program Services, which Contract first became effective February 1, 2021, the following changes are hereby made and agreed to, effective October 11, 2023:

- I. "Referenced Contract Provisions" is hereby amended to read as follows:

**REFERENCED CONTRACT PROVISIONS 2020-2025**

**Term:** February 1, 2021, through June 30, 2025, inclusive.

**Maximum Obligation:**

FY 2020-21	\$585,000
FY 2021-22	\$1,423,500
FY 2022-23	\$1,439,880
FY 2023-24	\$1,576,800
FY 2024-25	\$1,576,800

**Basis for Reimbursement:**

Fee for Service

**Payment Method:**

Fee for Service

**Payment/Reimbursement Rate:**

County Authorized Basic Service Day

Daily rate per bed \$360.00

**Notices to County and Contractor:**

COUNTY:

San Bernardino County  
 Department of Behavioral Health  
 Contracts Development Unit  
 303 E. Vanderbilt Way  
 San Bernardino, CA 92415-0026

CONTRACTOR:

Amethyst Behavioral Health, LLC.  
 320 E. Union Avenue  
 Redlands, CA 92374

LOCATION OF SERVICES:

921 Tribune St Redlands, CA 92374 (909) 809-9348 / (909) 809-9293	923 Tribune St Redlands, CA 92374 (909) 809-9348 / (909) 809-9293
925 Tribune St Redlands, CA 92374 (909) 809-9348 / (909) 809-9293	

Additional program sites may be added upon DBH approval per contract guidelines. See Article V, PROVISIONAL PAYMENT, paragraph D in the contract and Article V, FACILITY LOCATIONS, NUMBER OF BEDS, STAFFING, paragraphs C and D in the attached ADDENDUM I.

- I. ARTICLE IV FUNDING AND BUDGETARY RESTRICTIONS, paragraphs H and L are hereby amended and paragraph M is hereby added to read as follows:
  - H. County will take into consideration requests for changes to Contract funding, within the existing contracted amount. All requests must be submitted in writing by Contractor, with justification, to DBH Program no later than February 1st for the operative fiscal year. County will take into consideration requests to increase or decrease Contract funding.
  - L. The contract amendment amount of \$1,576,800 shall increase the total contract amount from \$5,025,180 to \$6,601,980 for the contract term.
  - M. The allowable funding sources for this Contract include Medi-Cal and Mental Health Services Act. Contractor cannot use any funding from this contract as match funds to draw down Federal funding.
- II. ARTICLE V PROVISIONAL PAYMENT, Paragraphs D and E.2 are hereby removed, Paragraphs E through W have been renumbered/lettered to D through V respectively, and Paragraph A is hereby amended to read as follows:
  - A. During the term of this agreement, the County shall make interim payments to Contractor on a monthly basis at the Payment/Reimbursement Rate specified in the Referenced Contract Provisions for each DBH authorized patient. All beds shall be billed as one (1) Basic Service Day. Maximum billing per bed, per day, shall not exceed one (1) Basic Service Day. All payments are subject to the funding and budgetary restrictions limitations described in Article IV Funding and Budgetary Restrictions.
- III. ARTICLE XIII DURATION AND TERMINATION, paragraph A is hereby amended to read as follows:
  - A. The term of this Agreement shall be from February 1, 2021 through June 30, 2025 inclusive.
- IV. ARTICLE XVI PERSONNEL, paragraph J, is hereby amended and paragraphs L and M, are hereby added to read as follows:
  - J. Iran Contracting Act  

IRAN CONTRACTING ACT OF 2010, Public Contract Code sections 2200 et seq. (Applicable for all Contracts of one million dollars (\$1,000,000) or more) In accordance with Public Contract Code Section 2204(a), the Contractor certifies that at the time the Contract is signed, the Contractor signing the Contract is not identified on a list created pursuant to subdivision (b) of Public Contract Code Section 2203 as a person [as defined in Public Contract Code Section 2202(e)] engaging in investment activities in Iran described in subdivision (a) of Public Contract Code Section 2202.5, or as a person described in subdivision (b) of Public Contract Code Section 2202.5, as applicable.

Contractors are cautioned that making a false certification may subject the Contractor to civil penalties, termination of existing contract, and ineligibility to bid on a contract for a period of three (3) years in accordance with Public Contract Code Section 2205.
  - L. Executive Order N-6-22 Russia Sanctions  

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>), as well as any sanctions imposed under state law



(<https://www.dgs.ca.gov/OLS/Ukraine-Russia>). The EO directs state agencies and their contractors (including by agreement or receipt of a grant) to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should it be determined that Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. Contractor shall be provided advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the County.

M. Campaign Contribution Disclosure (SB 1439)

Contractor has disclosed to the County using Attachment III, whether it has made any campaign contributions of more than \$250 to any member of the Board of Supervisors or County elected officer [Sheriff, Assessor-Recorder-Clerk, Auditor-Controller/Treasurer/Tax Collector and the District Attorney] within the earlier of: (1) the date of the submission of Contractor's proposal to the County, or (2) 12 months before the date this Contract was approved by the Purchasing Department. Contractor acknowledges that under Government Code section 84308, Contractor is prohibited from making campaign contributions of more than \$250 to any member of the Board of Supervisors or County elected officer for 12 months after the County's consideration of the Contract.

In the event of a proposed amendment to this Contract, the Contractor will provide the County a written statement disclosing any campaign contribution(s) of more than \$250 to any member of the Board of Supervisors or other County elected officer within the preceding 12 months of the date of the proposed amendment.

Campaign contributions include those made by any agent/person/entity on behalf of the Contractor or by a parent, subsidiary or otherwise related business entity of Contractor.

V. ADDENDUM I "ADULT RESIDENTIAL FACILITIES WITH LONG TERM and TRANSITIONAL SOCIAL REHABILITATION TREATMENT SERVICES" Section II "PERSONS TO BE SERVED", Paragraph B. "Consumer Access Management", Number 4 has been removed and Paragraph B.1., is hereby amended to read as follows:

B.1. Contractor shall respond to all DBH's request within seventy-two (72) hours unless indicated otherwise within this SOW. In addition, responses to referrals timeframe scheduling of admission or readmission, and outcome of interviews shall occur within seventy-two (72) hours. Furthermore, the contractor shall communicate with DBH staff to timely evaluate appropriateness of admission for consumers in need of further stabilization as deemed appropriate.

VI. ADDENDUM I "ADULT RESIDENTIAL FACILITIES WITH LONG TERM and TRANSITIONAL SOCIAL REHABILITATION TREATMENT SERVICES" Section III "DESCRIPTION OF SPECIFIC SERVICES TO BE PROVIDED", Paragraph A. "DEFINITIONS", Number 4, "Mental Health Services", subparagraph b, "Assessment", is hereby amended to read as follows:

4.b. Prior to admission, consumers will be pre-screened and referred to DBH discharge/placement team by an acute psychiatric hospital treatment team, other adult locked residential facilities treatment teams, or internal/external agencies. Then, DBH discharge/placement team will refer appropriate consumers to be considered by the Contractor's treatment team for placement into the long-term or transitional residential facilities. Contractor shall conduct necessary assessment during admission. The Contractor shall respond to all DBH's request within

seventy-two (72) hours unless indicated otherwise within this Scope of Work. In addition, responses to referrals timeframe scheduling of admission or readmission, and outcome of interviews shall occur within seventy-two (72) hours.

- VII. ADDENDUM I "ADULT RESIDENTIAL FACILITIES WITH LONG TERM and TRANSITIONAL SOCIAL REHABILITATION TREATMENT SERVICES" Section IV "BILLING UNIT", is hereby amended to read as follows:

This is a fee for service with Medi-Cal billable services within the schedules. Each bed day is billable only once. DBH is reserving all beds as identified in Section III. "DESCRIPTION OF SPECIFIC SERVICES TO BE PROVIDED" at the rate specified in the "REFERENCED CONTRACT PROVISIONS".

- VIII. This amendment hereby amends Budget Schedules A and B for FY 2023/24 and hereby adds Budget Schedules A and B for FY 2024/25. All previously approved schedules remain in effect.
- IX. ATTACHMENT III "CAMPAIGN CONTRIBUTION DISCLOSURE (SB1439)", is hereby added.

X. All other terms, conditions and covenants in the basic agreement remain in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Amendment. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

SAN BERNARDINO COUNTY

*Dawn Rowe*

Dawn Rowe, Chair, Board of Supervisors

MAR 26 2024

Dated: SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD



By *Syrra Monet*

Syrra Monet, Clerk of the Board of Supervisors of San Bernardino County Deputy

Amethyst Behavioral Health, LLC

(Print or type name of corporation, company, contractor, etc.)

By *Sandra Richardson*

4C3599D89E2D491

(Authorized signature - sign in blue ink)

Name Sandra Richardson

(Print or type name of person signing contract)

Title Chief Administrative Officer

(Print or Type)

Dated: 3/7/2024

Address 320 E. Union Avenue

Redlands, CA 92373

FOR COUNTY USE ONLY

Approved as to Legal Form

*Dawn Martin*

8FD744A7697047B...

Dawn Martin, Deputy County Counsel

3/7/2024

Date

Reviewed for Contract Compliance

*Natalie Kesse*

4AA4DEA056D0425...

Natalie Kesse, Contracts Manager

3/12/2024

Date

Reviewed/Approved by Department

*Georgina Yoshioka*

7DF8077FFA674B2...

Georgina Yoshioka, Director

3/7/2024

Date



**SCHEDULE B**

**REVISED**

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
NEGOTIATED RATE AMOUNT  
PLANNING ESTIMATES**

Contractor Name: Amethyst Behavioral Health  
Contract #: 21-61; 21-61 A-1  
Address: 921, 923, 925 Tribune Ave  
Redlands, CA 92374  
Legal Entity No.: 02347

Prepared by: Sandra Richardson  
Title: Chief Administrative Officer

**SCHEDULE A**  
**Adult Residential Facilities with Social Rehab. Program Services**  
**FY 2023 - 2024**  
July 1, 2023 to June 30, 2024

Date: 1/1/2023  
Updated: 4/11/2023

100.00% LINE #	DISTRIBUTION MODE OF SERVICE	0.00% 05	0.00% 05	100.00% 05	TOTAL
#	SERVICE FUNCTION	20-29	40-49	65-79	TOTAL
<b>EXPENSES</b>					
1	SALARIES			525,587	525,587
2	BENEFITS			165,388	165,388
3	TOTAL SALARIES AND BENEFITS			690,974	690,974
4	OPERATING EXPENSES			885,826	885,826
4	TOTAL EXPENSES (1+2+3)			1,576,800	1,576,800
<b>AGENCY REVENUES</b>					
5	PATIENT FEES				
6	PATIENT INSURANCE				
7	MEDI-CARE				
8	GRANTS/OTHER				
9	TOTAL AGENCY REVENUES (5+6+7+8)				
10	CONTRACT AMOUNT (4-9)			1,576,800	1,576,800
<b>CONTRACT DATA</b>					
11	CONTRACT DAYS			365	365
12	CONTRACT MONTHS			12	12
13	NUMBER OF BEDS			12	12
14	TOTAL CLIENT DAYS (11 * 13)			4,380	4,380
15	ANNUAL AMOUNT PER BED (10 / 13)			131,400	
16	MONTHLY AMOUNT PER BED (15 / 12)			10,950	
17	*NEGOTIATED DAILY BED RATE (10 / 14)			360.00	
18	TOTAL MONTHLY AMOUNT (16 * 13)			131,400	131,400
19	TOTAL AMOUNT (11*13*17)			1,576,800	1,576,800
<b>FUNDING:</b>					
20	MEDICAL			709,560	709,560
21	PATH				
22	SAMSHA				
23	MHSA (Non-Medi-Cal)			157,680	157,680
24	MHSA MATCH			709,560	709,560
25	REALIGNMENT				
26	OTHER:				
26	TOTAL FUNDING			1,576,800	1,576,800

APPROVED: *Sandee Richardson, PhD-c, LAADC* Oct 26, 2023  
 PROVIDER AUTHORIZED SIGNATURE: *Anthony Altamirano* 5/10/23  
 DATE: 5/10/23  
 PROVIDER AUTHORIZED SIGNER (PRINT NAME): Anthony Altamirano  
 DBH FISCAL SERVICES (PRINT NAME): DBH FISCAL SERVICES  
 DATE: 5/10/23  
 PROVIDER AUTHORIZED SIGNATURE: *Jennifer Pacheco*  
 DATE: 5/19/23  
 PROVIDER AUTHORIZED SIGNER (PRINT NAME): Jennifer Pacheco  
 DBH PROGRAM MANAGER (PRINT NAME): DBH PROGRAM MANAGER

Sandee Richardson, PhD-c, LAADC  
 Chief Administrative Officer/Administrator



Schedule B

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH  
STAFFING DETAIL

FY 2023 - 2024  
July 1, 2023 to June 30, 2024

Staffing Detail - Personnel (Includes Personal Services Contracts for Professional Services)

CONTRACTOR NAME:	Amethyst Behavioral Health	Full Annual Amount				12 months			
		Full Time Annual Salary*	Full Time Fringe Benefits*	Total Full Time Salaries & Benefits*	% Time Spent on Contract Services	Total Salaries and Benefits Charged to Contract Services	Budgeted Units of Contract Services	Total Salaries Charged to Contract Services	Total Benefits Charged to Contract Services
Cole Fty	Owner	65,000	13,000	78,000	100.00%	7,800	208	8,500	1,300
Sandee Richardson	PhD-C LAADC/BHAP Chief Administrative Officer	114,400	23,166	137,566	100.00%	137,566	2,080	114,400	23,166
Tanisha Cooper	LMFT Program Manager	86,500	20,000	106,500	100.00%	106,500	2,080	86,500	20,000
Senna Decloure	Administrative Specialist	58,240	20,000	78,240	100.00%	78,240	2,080	58,240	20,000
Barbara Doucelte	Quality Management Specialist	59,280	20,000	79,280	100.00%	79,280	2,080	59,280	20,000
	AOD/18hr PT	18,720			100.00%		0	18,720	0
Regina Borranian	SRF Residential Technician 17hr FT	35,360	20,000	55,360	100.00%	55,360	2,080	35,360	20,000
Ashley Cordona	SRF Residential Technician 17hr PT	24,310	9,730	34,040	100.00%	34,040	2,080	24,310	9,730
Rachel Frances	SRF Residential Technician 17hr PT	13,056	8,250	21,306	100.00%	21,306	2,080	13,056	8,250
Bethsheba Hymes	SRF Residential Technician 17hr PT	13,942	7,650	21,592	100.00%	21,592	2,080	13,942	7,650
Teresa McCray	SRF Residential Technician 17hr FT	35,360	7,650	43,010	100.00%	43,010	2,080	35,360	7,650
Lashanique Parker	SRF Residential Technician 17hr PT	13,056	7,650	20,706	100.00%	20,706	2,080	13,056	7,650
Michael Williams	SRF Residential Technician 17hr FT	36,360	7,650	44,010	100.00%	44,010	2,080	36,360	7,650
Andrea Thibault	SRF Residential Technician 17hr FT	36,360	7,650	44,010	100.00%	44,010	2,080	36,360	7,650
Ann Tulloss	SRF Residential Technician 17hr PT	24,310	9,730	34,040	100.00%	34,040	2,080	24,310	9,730
Emyah Long	SRF Residential Technician 17hr PT	6,292	7,650	13,942	100.00%	13,942	2,080	6,292	7,650
TBD	SRF Residential Technician 17hr PT	21,216	7,650	28,866	100.00%	28,866	2,080	21,216	7,650
TBD	SRF Residential Technician 17hr PT	6,292	7,650	13,942	100.00%	13,942	2,080	6,292	7,650
		Total Program:		846,760	TOTAL COST:	690,974			

Detail of Fringe Benefits: Employer FICA/Medicare, Workers Compensation, Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits

\* = Sub-Contracted Person listed on Schedule A\* Planning as operating expenses, not salaries & benefits.

APPROVED:

Sandee Richardson, PhD-C, LAADC  
Sandee Richardson, PhD-C, LAADC (Oct 26, 2023 13:41 PDT)

Oct 26, 2023

PROVIDER AUTHORIZED SIGNATURE

DATE

Anthony Altamirano

5/10/23

DBH/FISCAL SERVICES

DATE



DATE

5/19/23

Sandee Richardson, PhD-C, LAADC

Jennifer Pacheco

PROVIDER AUTHORIZED SIGNER (PRINT NAME)

Anthony Altamirano

Administrative Manager

Chief Administrative Officer/Administrator

DBH/FISCAL SERVICES (PRINT NAME)



**SCHEDULE B**

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

FY 2023 - 2024

Contractor Name: Amethyst Behavioral Health

Contract #: 21-61-21-61 A-1

Address: 921, 923, 925 Tribune Ave  
Redlands, CA 92374

Date Form Completed: 1/11/2023

Updated: 4/11/2023

Prepared by: Sandra Richardson  
Title: Chief Administrative Officer

Operating Expenses - Please list all operating costs charged to this program, including administrative support costs and management fees along with a detail explanation of the categories below.

		July 1, 2023 to June 30, 2024		
ITEM	TOTAL ORGANIZATION COST	% CHARGE TO DBH	% CHARGE TO OTHER FUNDING SOURCE	TOTAL DBH COST
1 Consumer Food Costs	\$72,000	100.00%	0.00%	\$72,000
2 Consumer Hygiene Items	\$10,000	100.00%	0.00%	\$10,000
3 Care and Services	\$50,000	100.00%	0.00%	\$50,000
4 Rent Lease/Property Taxes - Residential Homes	\$198,000	100.00%	0.00%	\$198,000
5 Physical Plant - Residential Homes/Utilities	\$48,000	100.00%	0.00%	\$48,000
6 Physical Plant - Repair & Maintenance Building/furniture & Equipment	\$21,988	100.00%	0.00%	\$21,988
7 General Transportation	\$16,800	100.00%	0.00%	\$16,800
8 Cell Phone/Office phone/lpad/internet	\$12,120	100.00%	0.00%	\$12,120
9 Office Supplies/Copier	\$10,000	100.00%	0.00%	\$10,000
10 Advertising	\$8,000	100.00%	0.00%	\$8,000
11 Membership Fee/License	\$8,000	100.00%	0.00%	\$8,000
12 Insurance-Liability/Professional/Workers Comp	\$100,000	100.00%	0.00%	\$100,000
13 Contract Labor	\$20,000	100.00%	0.00%	\$20,000
14 Office Space Leaser/Utilities	\$57,000	100.00%	0.00%	\$57,000
15 Over Time (hourly staff)	\$34,000	100.00%	0.00%	\$34,000
16 Trainings/CEUs	\$20,000	100.00%	0.00%	\$20,000
17 PayChex	\$10,000	100.00%	0.00%	\$10,000
18 Indirect Costs	\$99,490	100.00%	0.00%	\$99,490
19 Operating Income	\$90,428	100.00%	0.00%	\$90,428
<b>SUBTOTAL B:</b>	<b>\$885,826</b>			<b>\$885,826</b>
<b>GROSS COSTS TOTAL A + B:</b>	<b>\$1,576,800</b>			<b>\$1,576,800</b>

APPROVED:

Sandee Richardson, Ph.D-c, LAADC Oct 26, 2023  
Sandee Richardson, Ph.D-c, LAADC (04/28/2023 13:41 PDT)

PROVIDER AUTHORIZED SIGNATURE

DATE

Anthony Altamirano 5/10/23

DATE

Jennifer Pacheco

DATE

Sandee Richardson, Ph.D-c, LAADC

PROVIDER AUTHORIZED SIGNER (PRINT NAME)

Anthony Altamirano

DBH FISCAL SERVICES (PRINT NAME)

Jennifer Pacheco

Administrative Manager  
DBH PROGRAM MANAGER (PRINT NAME)

Chief Administrative Officer/Administrator

*[Handwritten Signature]* 5/10/23

**SCHEDULE B**

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2023 - 2024**

Contractor Name: Amethyst Behavioral Health  
Contract #: 21-51-21-61 A-1  
Address: 921, 923, 925 Tribune Ave  
Redlands, CA 92374  
Date Form Completed: 1/11/2023  
Updated 4/11/2023

Prepared by: Sandra Richardson  
Title: Chief Administrative Officer

**Budget Narrative for Operating Expenses. Explain each expense by line item. Provide an explanation for determination of all figures ( rate, duration, quantity, Benefits, FTE's, etc.) for example explain how overhead or indirect cost were calculated.**

July 1, 2023 to June 30, 2024

ITEM	Justification of Cost
1. Consumer Food Costs	Consumer food \$5,000 per house, \$41.60 per consumer
2. Consumer Hygiene Items	Consumer hygiene -\$1250 per month; deodorant, razors, shampoo, bodywash, toothpaste etc
3. Care and Services	Household supplies, recreational activities, Newspapers, magazines, cable TV, medical/first aid, client transportation
4. Rent Lease/Property Taxes - Residential Homes	Lease for residential homes \$5500 per house monthly total = \$16,500; property tax \$575 monthly
5. Physical Plant - Residential Homes/Utilities	Utilities - electric, gas, water, trash for consumer homes 921, 923, 925 Tribune Street
6. Physical Plant - Repair & Maintenance Building/furniture & Equipment	Damage to residential homes & furniture
7. General Transportation	Insurance/Var general maintenance, mileage .59 per mile = DBH website
8. Cell Phone/Office phone/ipad/Internet	cell phones x4, pads x3 for residential techs, office phone lines x2 (phone & fax)
9. Office Supplies/Copier	Various office supplies for daily operations
10. Advertising	Website management, brochures \$500 per month
11. Membership Fee/License	ARF license fees, additional fees as required during the year
12. Insurance-Liability/Professional/Workers Comp	\$4,000 per month for General Liability, Professional Liability, workers compensation
13. Contract Labor	CPA \$1250/mo. (est), Medi-cal Billing \$1250/mo., weekend Residential Technicians \$2500/mo.
14. Office Space Lease/Utilities	Lease \$3300/mo.; Utilities \$1250
15. Over Time (hourly staff)	For hourly staff to cover-down in the absence of someone.
16. Trainings/CEUs	Various professional CEUs for licensed staff; CPRIAED certification & renewals; food handlers certification.
17. PayChex	\$81.25 per pay period (1-4 employees); \$2.00 per additional employee
18. Indirect Costs	Indirect overhead costs estimated to not exceed 10% of direct cost of the program. Overhead could include allocated costs for human resources, financial support, operations oversight and quality assurance. The total operating income and indirect costs cannot exceed 15% of modified direct costs.
19. Operating Income	Operating income estimated to not exceed 5% of direct cost of the program. The total operating income and indirect costs cannot exceed 15% of modified direct costs.

APPROVED:

*Sandra Richardson, PhD-c, LAADC*  
Sandra Richardson, PhD-c, LAADC (01/27/2023)

PROVIDER AUTHORIZED SIGNATURE

Oct 26, 2023

DATE

*Anthony Altamirano*

DBH FISCAL SERVICES

5/10/23

DATE

*Jennifer Pacheco*

DBH PROGRAM MANAGER

5/9/23

DATE

**Sandee Richardson, PhD-c, LAADC**

PROVIDER AUTHORIZED SIGNER (PRINT NAME)

**Anthony Altamirano**

DBH FISCAL SERVICES (PRINT NAME)

**Jennifer Pacheco**

DBH PROGRAM MANAGER (PRINT NAME)

Chief Administrative Officer/Administrator



**SCHEDULE B**

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2023 - 2024**

Contractor Name: Amethyst Behavioral Health  
 Contract #: 21-61; 21-61 A-1  
 Address: 921, 923, 925 Tribune Ave  
 Redlands, CA 92374  
 Prepared by: Sandra Richardson  
 Date Form Completed: 1/1/2023  
 Updated 4/1/2023

<b>Client Service Projections for: July 1, 2023 to June 30, 2024</b>													
	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL
Unduplicated Clients Served	12	12	12	12	12	12	12	12	12	12	12	12	144
Projected Bed Days	372	372	360	372	360	372	372	336	372	360	372	360	4,380



**SCHEDULE B**

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
NEGOTIATED RATE AMOUNT  
PLANNING ESTIMATES**

**SCHEDULE A  
Adult Residential Facilities with Social Rehab. Program Services  
FY 2024 - 2025  
July 1, 2024 to June 30, 2025**

Prepared by: **Sandra Richardson**  
Title: **Chief Administrative Officer**

Contractor Name: **Amelthyst Behavioral Health**  
Contract #: \_\_\_\_\_  
Address: **921, 923, 925 Tribune Ave  
Redlands, CA 92374**  
Legal Entity No.: \_\_\_\_\_  
Date: **10/25/2023**  
Updated

100.00% LINE #	DISTRIBUTION MODE OF SERVICE	0.00% 05	0.00% 05	100.00% 05	TOTAL
#	SERVICE FUNCTION	20-29	40-49	65-79	TOTAL
<b>EXPENSES</b>					
1	SALARIES			650,905	650,905
2	BENEFITS			147,327	147,327
TOTAL SALARIES AND BENEFITS					798,232
3	OPERATING EXPENSES			778,568	778,568
4	TOTAL EXPENSES (1+2+3)			1,576,800	1,576,800
<b>AGENCY REVENUES</b>					
5	PATIENT FEES				
6	PATIENT INSURANCE				
7	MED-CARE				
8	GRANTS/OTHER				
9	TOTAL AGENCY REVENUES (5+6+7+8)				
10	CONTRACT AMOUNT (4-9)			1,576,800	1,576,800
<b>FUNDING</b>					
11	CONTRACT DAYS			365	365
12	CONTRACT MONTHS			12	12
13	NUMBER OF BEDS			12	12
14	TOTAL CLIENT DAYS (11 * 13)			4,380	4,380
15	ANNUAL AMOUNT PER BED (10 / 13)			131,400	
16	MONTHLY AMOUNT PER BED (15 / 12)			10,950	
17	*NEGOTIATED DAILY BED RATE (10 / 14)			360.00	
18	TOTAL MONTHLY AMOUNT (16 * 13)			131,400	131,400
19	TOTAL AMOUNT (11*13*17)			1,576,800	1,576,800
<b>FUNDING MIX %</b>					
20	MEDICAL			709,560	709,560
21	PATH				
22	SAMSHA				
23	MHSA (Non-Medi-Cal)			157,680	157,680
24	MHSA MATCH			709,560	709,560
25	REALIGNMENT				
26	OTHER:				
TOTAL FUNDING					1,576,800

APPROVED: **Sandra Richardson, PhD-c, LAADC** (Oct 26, 2023) **Anthony Altamirano** (Oct 26, 2023) **Jennifer Pacheco** (Oct 26, 2023)  
 PROVIDER AUTHORIZED SIGNATURE DATE DATE DATE DATE  
 PROVIDER AUTHORIZED SIGNER (PRINT NAME) DBH FISCAL SERVICES DATE DBH PROGRAM MANAGER DATE

**Sandee Richardson, PhD-c, LAADC** **Anthony Altamirano** **Jennifer Pacheco**  
 Chief Administrative Officer/Administrator Administrative Supervisor I DBH Fiscal DBH PROGRAM MANAGER (PRINT NAME)  
 Roger Ma





**SCHEDULE B**

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B**

FY 2024 - 2025

Contractor Name: Amethyst Behavioral Health  
Contract #: \_\_\_\_\_  
Address: 921, 923, 925 Tribune Ave  
Redlands, CA 92374  
Date Form Completed: 1/1/2023  
Updated

Prepared by: Sandra Richardson  
Title: Chief Administrative Officer

Operating Expenses - Please list all operating costs charged to this program, including administrative support costs and management fees along with a detail explanation of the categories below.

ITEM	TOTAL ORGANIZATION COST	% CHARGE TO DBH	% CHARGE TO OTHER FUNDING SOURCE	TOTAL DBH COST	Budget Revision	
					Request Change	Revised Budget
1	Consumer Food Costs	100.00%	0.00%	\$84,000	0	84,000
2	Consumer Hygiene Items	100.00%	0.00%	\$6,000		6,000
3	Care and Services	100.00%	0.00%	\$37,000		37,000
4	Rent Lease/Property Taxes - Residential Homes	100.00%	0.00%	\$198,000		198,000
5	Physical Plant - Residential Homes/Utilities	100.00%	0.00%	\$54,000		54,000
6	Physical Plant - Repair & Maintenance Building/furniture & Equipment	100.00%	0.00%	\$12,000		12,000
7	General Transportation	100.00%	0.00%	\$16,800		16,800
8	Cell Phone/Office phone/lpad/Internet	100.00%	0.00%	\$12,120		12,120
9	Office Supplies/Copier	100.00%	0.00%	\$25,000		25,000
10	Advertising	100.00%	0.00%	\$1,500		1,500
11	Membership Fee/License	100.00%	0.00%	\$8,000		8,000
12	Insurance-Liability/Professional/Workers Comp	100.00%	0.00%	\$74,400		74,400
13	Contract Labor	100.00%	0.00%	\$10,000		10,000
14	Office Space Lease/Utilities	100.00%	0.00%	\$39,600		39,600
15	Over Time (hourly staff)	100.00%	0.00%	\$24,000		24,000
16	Trainings/CEUs	100.00%	0.00%	\$5,000		5,000
17	PayChex	100.00%	0.00%	\$10,000		10,000
18	Indirect Costs	100.00%	0.00%	\$76,048		76,048
19	Operating Income	100.00%	0.00%	\$85,100		85,100
<b>SUBTOTAL B:</b>				\$778,568		778,568
<b>GROSS COSTS TOTAL A + B:</b>				\$1,576,800		1,576,800

APPROVED: *Sandra Richardson, PhD-c, LAADC* Oct 26, 2023  
 PROVIDER AUTHORIZED SIGNATURE DATE  
*Anthony Altamirano* Oct 26, 2023  
 PROVIDER AUTHORIZED SIGNER (PRINT NAME) DBH FISCAL SERVICES DATE  
*Jennifer Pacheco* Oct 26, 2023  
 PROVIDER AUTHORIZED SIGNER (PRINT NAME) DBH FISCAL SERVICES DATE  
 Sandra Richardson, PhD-c, LAADC  
 Chief Administrative Officer/Administrator  
 Anthony Altamirano  
 Administrative Supervisor I  
 Jennifer Pacheco  
 DBH PROGRAM MANAGER



**SCHEDULE B**

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2024 - 2025

Contractor Name: Amethyst Behavioral Health  
Contract #: \_\_\_\_\_  
Address: 921, 923, 925 Tribune Ave  
Redlands, CA 92374  
Date Form Completed: 10/25/2023  
Updated

Prepared by: Sandra Richardson  
Title: Chief Administrative Officer

Budget Narrative for Operating Expenses. Explain each expense by line item. Provide an explanation for determination of all figures (rate, duration, quantity, Benefits, FTEs, etc.) for example explain how overhead or indirect cost were calculated.

July 1, 2024 to June 30, 2025

ITEM	Justification of Cost
1. Consumer Food Costs	Consumer food \$5,000 per house; \$41.60 per consumer
2. Consumer Hygiene Items	Consumer hygiene -\$1250 per month; deoderant, razors, shampoo, bodywash, toothpaste etc
3. Care and Services	Household supplies, recreational activities, Newspapers, magazines, cable TV, medical/first aid, client transportation
4. Rent/Lease/Property Taxes - Residential Homes	Lease for residential homes \$5500 per house monthly total = \$16,500; property tax \$575 monthly
5. Physical Plant - Residential Homes/Utilities	Utilities - electric, gas, water, trash for consumer homes 921,923,925 Tribune Street
6. Physical Plant - Repair & Maintenance Building/furniture & Equipment	Damage to residential homes & furniture
7. General Transportation	Insurance/Van general maintenance, mileage .59 per mile = DBH website
8. Cell Phone/Office phone/lpad/Internet	cell phones x4, l pads x3 for residential techs, office phone lines x2 (phone & fax)
9. Office Supplies/Copier	Various office supplies for daily operations
10. Advertising	Website management, brochures \$500 per month
11. Membership Fee/License	ARF license fees, additional fees as required during the year
12. Insurance- Liability/Professional/Workers Comp	\$4,000 per month for General Liability, Professional Liability, workers compensation
13. Contract Labor	CPA \$1250/mo. (est), Medi-cal Billing \$1250/mo.
14. Office Space Lease/Utilities	Lease \$3300/mo.; Utilities \$1250/mo.
15. Over Time (hourly staff)	For hourly staff to cover-down in the absence of someone.
16. Trainings/CEUs	Various professional CEUs for licensed staff; CPR/AED certification & renewals; food handlers certification;
17. PayChex	\$81.25 per pay period (1-4 employees); \$2.00 per additional employee
18. Indirect Costs	Indirect overhead costs estimated to not exceed 10% of direct cost of the program. Overhead could include allocated costs for human resources, financial support, operations oversight and quality assurance. The total operating income and indirect costs cannot exceed 15% of modified direct costs.
19. Operating Income	Operating income estimated to not exceed 5% of direct cost of the program. The total operating income and indirect costs cannot exceed 15% of modified direct costs.

APPROVED: Sandra Richardson, PhD-c, LAADC Oct 26, 2023 Anthony Altamirano Oct 26, 2023 Jennifer Pacheco Oct 26, 2023  
Sandra Richardson, PhD-c, LAADC (Oct 26, 2023 10:31 PDT) Anthony Altamirano (Oct 26, 2023 10:32 PDT) Jennifer Pacheco (Oct 26, 2023 10:12 PDT)

PROVIDER AUTHORIZED SIGNATURE: Sandee Richardson, PhD-c, LAADC DATE: Oct 26, 2023 DBH FISCAL SERVICES  
 PROVIDER AUTHORIZED SIGNER (PRINT NAME): Sandee Richardson, PhD-c, LAADC  
 DBH PROGRAM MANAGER: Jennifer Pacheco DATE: Oct 26, 2023  
 DBH PROGRAM MANAGER (PRINT NAME): Jennifer Pacheco  
 DBH FISCAL SERVICES (PRINT NAME): Anthony Altamirano  
 DBH FISCAL SERVICES: Anthony Altamirano  
 Chief Administrative Officer/Administrator: Administrative Supervisor I

**SCHEDULE B**

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2024 - 2025**

Contractor Name: Amethyst Behavioral Health  
Contract #: \_\_\_\_\_  
Address: 921, 923, 925 Tribune Ave  
Redlands, CA 92374  
Prepared by: Sandra Richardson  
Date Form Completed: 10/25/2023  
Updated

<b>Client Service Projections for: July 1, 2024 to June 30, 2025</b>													
	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	TOTAL
Unduplicated Clients Served	12	12	12	12	12	12	12	12	12	12	12	12	144
Projected Bed Days	372	372	360	372	360	372	372	336	372	360	372	360	4,380



## Campaign Contribution Disclosure (SB 1439)

### **DEFINITIONS**

Actively supporting the matter: (a) Communicate directly, either in person or in writing, with a member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, District Attorney, Auditor-Controller/Treasurer/Tax Collector] with the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the County in a proceeding on the matter; or (c) communicates with County employees, for the purpose of influencing the County's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Board or County employees for purposes of influencing the County's decision in a matter.

Agent: A third-party individual or firm who is representing a party or a participant in the matter submitted to the Board of Supervisors. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

**Contractors must respond to the questions on the following page. If a question does not apply respond N/A or Not Applicable.**



1. Name of Contractor: \_\_\_\_\_
2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?  
 Yes  If yes, skip Question Nos. 3-4 and go to Question No. 5  
 No
3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision: \_\_\_\_\_
4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s): \_\_\_\_\_
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Agent(s)

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the County or board governed special district.

Company Name	Subcontractor(s):	Principal and/or Agent(s):

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Board and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name

9. Was a campaign contribution, of more than \$250, made to any member of the San Bernardino County Board of Supervisors or other County elected officer within 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No  If **no**, please skip Question No. 10.

Yes  If **yes**, please continue to complete this form.

10. Name of Board of Supervisor Member or other County elected officer: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Date(s) of Contribution(s): \_\_\_\_\_

Amount(s): \_\_\_\_\_

Please add an additional sheet(s) to identify additional Board Members or other County elected officers to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor understands that the individuals and entities listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$250 to any member of the Board of Supervisors or other County elected officer while award of this Contract is being considered and for 12 months after a final decision by the County.