



**Contract Number**

**22-362 A-1**

**SAP Number**

**4400019391**

## Department of Behavioral Health

<b>Department Contract Representative</b>	Christopher Carso
<b>Telephone Number</b>	909-388-0856
<b>Contractor</b>	Valley Star Behavioral Health Inc.
<b>Contractor Representative</b>	Elsie Barton
<b>Telephone Number</b>	909-388-2222
<b>Contract Term</b>	July 1, 2022 – June 30, 2027
<b>Original Contract Amount</b>	\$14,000,000
<b>Amendment Amount</b>	\$800,000
<b>Total Contract Amount</b>	\$14,800,000
<b>Cost Center</b>	9204332200

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

**IT IS HEREBY AGREED AS FOLLOWS:**

**WITNESSETH:**

IN THAT CERTAIN **Contract No. 22-362** by and between San Bernardino County, a political subdivision of the State of California, and Contractor for Crisis Residential Treatment Services, which Contract first became effective July 1, 2022, the following changes are hereby made and agreed to, effective upon execution:

- I. **ARTICLE V FUNDING AND BUDGETARY RESTRICTIONS**, paragraphs I and J are hereby amended and paragraph K is hereby added to read as follows:
  - I. The contract amendment amount of \$800,000 shall increase the total contract amount from \$14,000,000 to \$14,800,000 for the contract term.
  - J. This amendment hereby revises Schedules A and B for FY 2023-2024, FY 2024-2025, FY 2025-2026 and FY 2026-2027 as set forth in Exhibit I. All previously approved schedules remain in effect.

K. The allowable funding sources for this Contract may include: Federal Financial Participation Medi-Cal, and Mental Health Services Act. Federal funds may not be used as match funds to draw down other federal funds.

II. ARTICLE XVII PERSONNEL, paragraphs L and M are hereby added to read as follows:

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 - Campaign Contribution Disclosure Senate Bill 1439, whether it has made any campaign contributions of more than \$250 to any member of the Board of Supervisors or other 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 Board of Supervisors. 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 other 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.

III. ATTACHMENT III, Campaign Contribution Disclosure (SB 1439) is hereby added.

IV. This amendment hereby adds Exhibit I Schedules A and B for FY 2023-2024, FY 2024-2025, FY 2025-2026 and FY 2026-2027.

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

This Agreement 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 Agreement. The parties shall be entitled to sign and transmit an electronic signature of this Agreement (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 Agreement upon request.

SAN BERNARDINO COUNTY

Valley Star Behavioral Health, Inc.

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

►  
\_\_\_\_\_  
Dawn Rowe, Chair, Board of Supervisors

By \_\_\_\_\_  
*(Authorized signature - sign in blue ink)*

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

Name \_\_\_\_\_  
*(Print or type name of person signing contract)*

Lynna Monell  
Clerk of the Board of Supervisors  
of San Bernardino County

Title \_\_\_\_\_  
*(Print or Type)*

By \_\_\_\_\_  
Deputy

Dated: \_\_\_\_\_

Address 1585 S. D St. Suite 101,  
\_\_\_\_\_

San Bernardino, CA 92408  
\_\_\_\_\_

**FOR COUNTY USE ONLY**

Approved as to Legal Form

Reviewed for Contract Compliance

Reviewed/Approved by Department

►  
\_\_\_\_\_  
Dawn Martin, Deputy County Counsel

►  
\_\_\_\_\_  
Ellayna Hoatson, Contracts Supervisor

►  
\_\_\_\_\_  
Georgina Yoshioka, Director

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH  
STAFFING DETAIL

FY 2023 - 2024

Anticipated Utilization of Funds (12 months)

Schedule B

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

CONTRACTOR NAME: Valley Star Behavioral Health

Name	Degree/License	Position Title	If Staff Position is not Clinical FTE Providing SMHS, change to "N"	D/I/C <sup>(1)</sup>	Full Time Annual Salary*	Full Time Fringe Benefits*	Total Full Time Salaries & Benefits	% Cost Allocated Contract Services	Contract	S&B	Total Salaries and Benefits Charged to Contract Services	Budgeted Hours of Contract Services	Total Salaries Charged to Contract Services	Total Benefits Charged to Contract Services	
Caroline Amaga	Master's and Illo	Clinical Supervisor	Y	D	110,677	22,134	132,811	100%	0%	100%	132,811		110,677	22,134	
TBD	Licensed M.D.	Psychiatrist	Y	C		0	0	33%			0		0	0	
Virginia Scott	Bachelor's or L	Program Director	N	D	87,515	17,503	105,018	100%	0%	0%	105,018		87,515	17,503	
Heather Bryga	Master's, BBSI	Mental Health Special	Y	D	67,891	13,578	81,469	100%	0%	100%	81,469		67,891	13,578	
Melissa Bergstrom	Master's, BBSI	Mental Health Special	Y	D	67,891	13,578	81,469	100%	0%	100%	81,469		67,891	13,578	
Dalia Ramirez	Master's, BBSI	Mental Health Special	Y	D	67,891	13,578	81,469	100%	0%	100%	81,469		67,891	13,578	
Amber Valmonte	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	50,918		42,432	8,486	
David Hill	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	50,918		42,432	8,486	
Gabriela Madas	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	50,918		42,432	8,486	
Julisa Roberts	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	50,918		42,432	8,486	
Madeline Asherbranner	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	50,918		42,432	8,486	
Maire Ortiz	GED/HS Diplo	Recovery Counselor	Y	D	42,233	8,447	50,680	100%	0%	100%	50,680		42,233	8,447	
Melissa Clark	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	45,827		38,189	7,638	
Michel Brown	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	45,827		38,189	7,638	
Monique Martin	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	45,827		38,189	7,638	
Dalia Ramirez	Bachelors	Resource Specialist/Su	N	D	44,129	8,826	52,955	100%	0%	0%	52,955		44,129	8,826	
Ladisha Suleman	GED/HS Diplo	Counselor, Peer Suppo	N	D	38,189	7,638	45,827	100%	0%	0%	45,827		38,189	7,638	
Lashona Tanner	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	45,827		38,189	7,638	
Michel Brown	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	45,827		38,189	7,638	
Tracy Fields	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	45,827		38,189	7,638	
Estefany Bernardino	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	79,433		66,194	13,239	
Jayann Tyoe	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	79,433		66,194	13,239	
Sandra Morales	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	79,433		66,194	13,239	
Laurny Sealock	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	60%	0%	60%	47,660		39,716	7,943	
Monica Hanna	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	79,433		66,194	13,239	
Rudy Armendariz	Bachelor's (mas	Administrator	N	D	132,600	26,520	159,120	50%	0%	0%	79,560		66,300	13,260	
Cedra Hernandez	Bachelors or L	Quality Assurance Ma	N	D	70,607	14,121	84,728	100%	0%	0%	84,728		70,607	14,121	
TBD	GED/HS Diplo	Billing Clerk	N	D	38,189	7,638	45,827	50%	0%	0%	22,913		19,094	3,819	
Gloria Mejia	Master's and Illo	Regional Clinical Dire	Y	D	117,520	23,504	141,024	16%	0%	16%	22,564		18,803	3,761	
Noack, Amy C	Registered Nurs	Regional Director of N	Y	D	124,218	24,844	149,061	16%	0%	16%	23,850		19,875	3,975	
Oliver, Lisa M	Bachelors (mas	Regional HR Manager	N	I	95,368	19,074	114,442	10%	0%	0%	11,444		9,537	1,907	
Melissa Almaraz	Bachelors	Coordinator, Training	N	I	58,406	11,681	70,088	10%	0%	0%	7,009		5,841	1,168	
Joanna Rivera	Bachelors	Coordinator, Training	N	I	58,406	11,681	70,088	10%	0%	0%	7,009		5,841	1,168	
Legina Pittman	Bachelors	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	6,490		5,408	1,082	
Marlah Proctor	Bachelors	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	6,490		5,408	1,082	
Reyna Umfor	Bachelors	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	6,490		5,408	1,082	
Garcia, Marlene E	Bachelors	Talent Acquisition Spe	N	I	66,768	13,354	80,122	10%	0%	0%	8,012		6,677	1,335	
			Y				0	100%	0%	100%	0		0	0	
			Y				0	100%	0%	100%	0		0	0	
			Y				0	100%	0%	100%	0		0	0	
<b>TOTAL COST:</b>												1,813,198		1,511,001	302,199

\*Clinical Therapist are contracted employees that are part time but 65% their time is towards the MH services

Detail of Fringe Benefits: Employer FICA/Medicare, Workers Compensation,

Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits

<sup>(1)</sup> Input "D" to indicate a direct staffing position, "I" for an indirect staffing position, and "C" for Contract position

Note, administrative and clerical staff are normally treated as indirect cost. For any administrative or clerical staff that are identified as direct, please ensure the required documentation is maintained to fill CFR 200.413 (c)(1) - (4)

<sup>(2)</sup> Contracted positions need to be Clinical positions only. Any Non-clinical contracted position need to be included on the Operating Expense schedule only.

EXHIBIT I

BUDGET SCHEDULES

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

FY 2023 - 2024

Prepared by: Sabina Waweru  
Title: Senior Accountant

Contractor Name: Valley Star Behavioral Health  
Provider # \_\_\_\_\_  
Contract/RFP# 22-362  
Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
Date Form Completed: 3/21/2024

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.

Anticipated Utilization of Funds

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO PROGRAM	TOTAL COST TO PROGRAM
1 Centralized Services - Administration	\$238,380	0%	\$0	100%	\$238,380
2 Centralized Services - Program	\$87,890	0%	\$0	100%	\$87,890
3 Depreciation Expense	\$0	0%	\$0	100%	\$0
4 Education/Training	\$2,850	0%	\$0	100%	\$2,850
5 Telephone	\$33,510	0%	\$0	100%	\$33,510
6 Equipment IT	\$15,440	0%	\$0	100%	\$15,440
7 Facility Rent	\$266,712	0%	\$0	100%	\$266,712
8 Flex Support Expense	\$125,810	0%	\$0	100%	\$125,810
9 Food	\$46,580	0%	\$0	100%	\$46,580
10 General Insurance Liability	\$26,260	0%	\$0	100%	\$26,260
11 Housekeeping Supplies	\$1,120	0%	\$0	100%	\$1,120
12 Laundry & Linen	\$210	0%	\$0	100%	\$210
13 Leased Equipment	\$7,840	0%	\$0	100%	\$7,840
14 Licenses-Business	\$2,840	0%	\$0	100%	\$2,840
15 Medical Supplies	\$16,890	0%	\$0	100%	\$16,890
16 Minor Equipment	\$350	0%	\$0	100%	\$350
17 Office Supplies	\$7,464	0%	\$0	100%	\$7,464
18 Professional Fees	\$54,195	0%	\$0	100%	\$54,195
19 Purchase Services	\$21,000	0%	\$0	100%	\$21,000
20 Recruitment	\$5,260	0%	\$0	100%	\$5,260
21 Vehicle Maintenance	\$6,000	0%	\$0	100%	\$6,000
22 Travel	\$200	0%	\$0	100%	\$200
23 Psychiatrist	\$120,000	0%	\$0	100%	\$120,000
24 Profit Margin	\$100,000	0%	\$0	100%	\$100,000
25		0%	\$0	100%	\$0
<b>SUBTOTAL B:</b>	\$1,186,800		\$0		\$1,186,800
<b>GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:</b>					\$2,999,998

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

Contractor Name: Valley Star Behavioral Health  
 Provider # \_\_\_\_\_  
 Contract/RFP# 22-362  
 Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
 Date Form Completed: 3/21/2024

Prepared by: Sabina Waweru  
 Title: Senior Accountant

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.

Anticipated Utilization of Funds

ITEM	Justification of Cost
1 Centralized Services - Administration	This is an allocation from SBHG of Administration, Information Technology, Human Resources, Communications, Finance, and associated fringe benefits and expense. Cost (Plus Profit Margin) can be up to 15% of total direct costs, based on historical costs.
2 Centralized Services - Program	This is a program allocation from Stars Behavioral Health Group of training, outcome research and programs practices, electronic medical records, quality assurance, and associated employee benefits and expenses, based on historical costs.
3 Depreciation Expense	Depreciation of company van at \$665 per month.
4 Education/Training	Continuing education for employees and required DBH trainings, based on historical costs.
5 Telephone	Phone system equipment and installation expense, monthly facility telephone charges and staff cellphone reimbursement, based on historical costs.
6 Equipment IT	Includes: laptops, desktops, printers, network switch and software for staff, based on historical costs.
7 Facility Rent	Facility Rent, which includes utilities, basic janitorial services and building maintenance.
8 Flex Support Expense	Cost of providing support to clients and their caregivers such as food clothing, socialization and recreation activities.
9 Food	Meals and snacks for clients.
10 General Insurance Liability	Costs of general liability, malpractice, fiduciary, director & officers, property insurance, auto, crime, sexual misconduct and umbrella coverage, based on historical costs.
11 Housekeeping Supplies	Facility cleaning and laundry supplies.
12 Laundry & Linen	Towels, sheets, blankets.
13 Leased Equipment	Cost of lease for copier (base charges and overage) and postage machine, based on historical costs.
14 Licenses-Business	Business license and DMH fees, based on historical costs.
15 Medical Supplies	Two-week supply of prescription medication, and monthly medication.
16 Minor Equipment	Minor equipment such security cameras and furniture costing less than \$5,000.
17 Office Supplies	General office supplies such as PPE, printing (paper/toner), presentation materials, pens & envelopes and other items that the staff need to perform their functions, based on historical costs.
18 Professional Fees	Audit fees and Registered Dietician 6 hours/month (\$320 per month x 12 = \$3,840).
19 Purchase Services	Ceridian Payroll processing fees, shredding fees, waste services, cable service, water service & shipping costs.
20 Recruitment	Job advertising, background checks, and physical exams for new employees, based on historical costs.
21 Vehicle Maintenance	Gasoline and routine maintenance expense for van.
22 Travel	Employee mileage reimbursement and parking during Outreach Services, based on the IRS amount of \$.585 per mile.
23 Psychiatrist	Psychiatrist 90.91 hours per month at \$110/hr
24 Profit Margin	4% of Direct Cost. (The total of Indirect Admin. and Profit Margin cannot exceed 15% of direct costs.)
25	

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2023 - 2024  
Service Projections (Mode 05)**

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street
	San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Days)	Planned Clinical FTE's	Required Productivity (based on 30 days per month)	Projected Revenue Generated by Service Type						Clients Served		
						Adult Crisis Residential (40-49)				Starting Census		0
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	Monthly Census
Jul-23	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	6
Aug-23	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	11
Sep-23	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	17
Oct-23	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	22
Nov-23	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	27
Dec-23	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	33
Jan-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	39
Feb-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	44
Mar-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	50
Apr-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	55
May-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	61
Jun-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	5,256					\$1,906,260				127	60	
<b>Total Revenue</b>								\$1,906,260	<b>Unduplicated Clients Served</b>		127	
								<b>Estimated Cost Per Client:</b>		\$15,010		

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2023 - 2024  
Service Projections (Mode 15)**

Prior fiscal year Rates (Completed by DBH)				
Old County Contract (CCR) Rates	\$2.20	\$2.99	\$5.56	\$4.20
Productivity Expectation: 60%	CM Rate per Min.	MHS Rate/Min	MSS Rate/Min	Crisis Rate/Min
Agency Per Min Rates:	\$2.20	\$2.99	\$5.56	\$4.20
NOTE: If no established agency per minute rates, please input the CCR rates in the highlighted cells				
Target Cost Per Unit of Service	\$2.89	\$0.00	\$7.29	\$0.00

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Projected Revenue Generated by Service Type							Clients Served		
			Case Management (01-06 & 08-09)	Medication Support (60)						Starting Census		Monthly Census
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	
Jul-23	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	6
Aug-23	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	11
Sep-23	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	17
Oct-23	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	22
Nov-23	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	27
Dec-23	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	33
Jan-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	39
Feb-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	44
Mar-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	50
Apr-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	55
May-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	61
Jun-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	<b>67,034</b>		<b>\$29</b>	<b>\$488,899</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>127</b>	<b>60</b>	
<b>Total Revenue</b>									<b>\$488,927</b>	<b>Unduplicated Clients Served</b>		<b>127</b>
										<b>Estimated Cost Per Client:</b>		<b>\$3,850</b>

	15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	
	Case Management	Mental Health Services	Medication Support Services	Crisis Intervention	TOTAL
Total Minutes of Services	10	0	67,024	0	67,034
Total Monthly Minutes of Services (Average)	1	0	5585	0	5586
Dosage (minutes) per client per month	0	0	155	0	155
Dosage (hours) per client per month	0.00	0.00	2.59	0.00	2.59
<b>Total Hours Per Unduplicated Client for Duration of the Program:</b>					<b>31.03</b>

Avg Monthly Census	Expected Length of Program (months)
36	12

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY

DEPARTMENT OF BEHAVIORAL HEALTH

Actual Cost Contract (cost reimbursement)

Crisis Residential Treatment Services  
CRT- East Valley (Casa Paseo)

FY 2024 - 2025

Anticipated Utilization of Funds

Contractor Name: Valley Star Behavioral Health

Provider #

Contract/RFP# 22-362

Address: 720 E. Gilbert Street

San Bernardino, CA 92415

Date Form Completed: 3/21/2024

Date Form Revised:

Prepared by: Sabina Waweru  
Title: Senior Accountant

LINE #	MODE OF SERVICE	05-24 Hr Svcs	15-Outpatient	15-Outpatient	60- Support	60- Support	60 - Support	45 - Outreach	TOTAL
	SERVICE FUNCTION	Adult Crisis Residential (40-49)	Case Management (01-06 & 08-09)	Medication Support (60)	Client Flexible Support (72)	Profit Margin	Other Non-Medical Client Support (78)	Mental Health Promotion (10)	
1	100% Distribution %	55.84%	0.00%	14.27%	10.80%	8.43%	8.48%	1.80%	
<b>EXPENSES</b>									
2	SALARIES	1,038,271	16	266,285			176,572	29,857	1,511,001
3	BENEFITS	207,853	3	53,257			35,314	5,971	302,199
(2+3 must equal total staffing costs)									
4	OPERATING EXPENSES	1,245,924	19	319,542	0		211,887	35,828	1,813,200
5	TOTAL EXPENSES (2+3+4)	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
<b>AGENCY REVENUES</b>									
6	PATIENT FEES								0
7	PATIENT INSURANCE								0
8	MEDI-CARE								0
9	GRANTS/OTHER								0
10	TOTAL AGENCY REVENUES (6+7+8+9)	0	0	0	0	0	0	0	0
11	CONTRACT AMOUNT (5-10)	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
<b>FUNDING</b>									
12	Mix % MEDI-CAL (FFP) Share %	50.00%	782,504	12	195,559				958,075
13	0.00% EPSDT (2011 Realignment)	0.00%	0	0	0				0
14	100.00% MHSA MATCH	50.00%	953,130	14	244,449				1,197,593
15	MHSA FUNDING		190,626	3	48,890	125,810	100,000	324,186	844,332
16									0
17	FUNDING TOTAL	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
18	NET COUNTY FUNDS (Local Cost) MUST = ZERO	0	0	0	0	0	0	0	0
19	STATE FUNDING (Including Realignment)	190,626	3	48,890	125,810	100,000	324,186	54,817	844,332
20	AGENCY FUNDING (non-DBH)	953,130	14	244,449	0	0	0	0	1,197,593
21	FEDERAL FUNDING	782,504	12	195,559	0	0	0	0	958,075
22	TOTAL FUNDING	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
23	TARGET COST PER UNIT OF SERVICE	\$362.65	\$2.89	\$7.29					
24	UNITS OF TIME (Days (Mode 05) / Minutes (Mode 15))	5256	10	67,024					67,034 Minutes
									Client Days 5,256

APPROVED:

Gary Barnes  
Gary Barnes (Apr 16, 2024 11:01 PDT)

Apr 16, 2024

Anthony Altamirano  
Anthony Altamirano (Apr 16, 2024 11:40 PDT)

Apr 16, 2024

Jessica Montecinos

Apr 17, 2024

PROVIDER AUTHORIZED SIGNATURE DATE

DBH FISCAL SERVICES

DATE

DBH PROGRAM MANAGER

DATE

Gary Barnes

Anthony Altamirano

Jessica Montecinos

PROVIDER AUTHORIZED SIGNER (PRINT NAME)

DBH FISCAL SERVICES (PRINT NAME)

DBH PROGRAM MANAGER (PRINT NAME)

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH  
STAFFING DETAIL

Schedule B

FY 2024 - 2025

Anticipated Utilization of Funds (12 months)

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

CONTRACTOR NAME: Valley Star Behavioral Health

Name	Degree/ License	Position Title	If Staff Position is not Clinical FTE Providing SMHS, change to "N"	D/I/C <sup>(1)</sup>	Full Time Annual Salary*	Full Time Fringe Benefit*	Total Full Time Salaries & Benefit*	% Cost Allocated Contract Services	Contract	S&B	Total Salaries and Benefits Charged to Contract Services	Budgeted Hours of Contract Services	Total Salaries Charged to Contract Services	Total Benefits Charged to Contract Services
Caroline Arriaga	Master's and Lic	Clinical Supervisor	Y	D	110,677	22,134	132,811	100%	0%	100%	100%		110,677	22,134
TBD	Licensed M.D.	Psychiatrist	Y	C		0	0	33%	0%		0		0	0
Virginia Scott	Bachelor's or L	Program Director	N	D	87,515	17,503	105,018	100%	0%	0%	0%		87,515	17,503
Heather Bryga	Master's, BBSI	Mental Health Special	Y	D	67,891	13,578	81,469	100%	0%	100%	100%		67,891	13,578
Melissa Bergstrom	Master's, BBSI	Mental Health Special	Y	D	67,891	13,578	81,469	100%	0%	100%	100%		67,891	13,578
Dalia Ramirez	Master's, BBSI	Mental Health Special	Y	D	67,891	13,578	81,469	100%	0%	100%	100%		67,891	13,578
Amber Valmonte	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
David Hill	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Gabriela Macias	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Jullisa Roberts	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Madeline Asherbranner	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Maire Ortiz	GED/HS Diplo	Recovery Counselor	Y	D	42,233	8,447	50,680	100%	0%	100%	100%		42,233	8,447
Melissa Clark	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	100%		38,189	7,638
Mitchell Brown	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	100%		38,189	7,638
Monique Martin	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	100%		38,189	7,638
Dalia Ramirez	Bachelor's	Resource Specialist/Su	N	D	44,129	8,826	52,955	100%	0%	0%	100%		44,129	8,826
Lafisha Suleman	GED/HS Diplo	Counselor, Peer Suppo	N	D	38,189	7,638	45,827	100%	0%	0%	100%		38,189	7,638
Lashona Tanner	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	100%		38,189	7,638
Michael Brown	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	100%		38,189	7,638
Tracy Fields	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	100%		38,189	7,638
Estefany Bernardino	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Jayann Tyce	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Sandra Morales	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Lauryn Seacock	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	80%	0%	80%	80%		39,716	7,943
Monica Hanna	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Rudy Armandariz	Bachelor's (mas	Administrator	N	D	132,800	26,520	159,320	50%	0%	0%	50%		66,300	13,260
Cedilia Hernandez	Bachelor's or L	Quality Assurance Ma	N	D	70,607	14,121	84,728	100%	0%	0%	100%		70,607	14,121
TBD	GED/HS Diplo	Billing Clerk	N	D	38,189	7,638	45,827	50%	0%	0%	50%		19,094	3,819
Gloria Mejia	Master's and Lic	Regional Clinical Dire	Y	D	117,520	23,504	141,024	16%	0%	16%	16%		18,803	3,761
Noack, Amy C	Registered Nurs	Regional Director of N	Y	D	124,218	24,844	149,061	16%	0%	16%	16%		19,875	3,975
Oliver, Lisa M	Bachelor's (mas	Regional HR Manager	N	I	95,368	19,074	114,442	10%	0%	0%	10%		5,837	1,907
Melissa Almaraz	Bachelor's	Coordinator, Training	N	I	58,406	11,681	70,088	10%	0%	0%	10%		5,841	1,168
Joanna Rivera	Bachelor's	Coordinator, Training	N	I	58,406	11,681	70,088	10%	0%	0%	10%		5,841	1,168
Ledina Pittman	Bachelor's	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	10%		5,408	1,082
Mariah Proctor	Bachelor's	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	10%		5,408	1,082
Reyna Urrutia	Bachelor's	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	10%		5,408	1,082
Garcia, Mariene E	Bachelor's	Talent Acquisition Spe	N	I	66,768	13,354	80,122	10%	0%	0%	10%		6,677	1,335
			Y				0	100%	0%	0%	100%		0	0
			Y				0	100%	0%	0%	100%		0	0
			Y				0	100%	0%	0%	100%		0	0
<b>TOTAL</b>												1,511,001	302,199	
<b>COST:</b>												1,813,198		

\*Clinical Therapist are contracted employees that are part time but 65% their time is towards the MH services

Detail of Fringe Benefits: Employer FICA/Medicare, Workers Compensation,

Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits

<sup>(1)</sup> Input "D" to indicate a direct staffing position, "I" for an indirect staffing position, and "C" for Contract position

Note, administrative and clerical staff are normally treated as indirect cost. For any administrative or clerical staff that are identified as direct, please ensure the required documentation is maintained to fill CFR 200.413 (c)(1) - (4)

<sup>(2)</sup> Contracted positions need to be Clinical positions only. Any Non-clinical contracted position need to be included on the Operating Expense schedule only.

EXHIBIT I

BUDGET SCHEDULES

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

FY 2024 - 2025

Prepared by: Sabina Waweru  
Title: Senior Accountant

Contractor Name: Valley Star Behavioral Health  
Provider # \_\_\_\_\_  
Contract/RFP# 22-362  
Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
Date Form Completed: 3/21/2024

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.

Anticipated Utilization of Funds

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO PROGRAM	TOTAL COST TO PROGRAM
1 Centralized Services - Administration	\$238,380	0%	\$0	100%	\$238,380
2 Centralized Services - Program	\$87,890	0%	\$0	100%	\$87,890
3 Depreciation Expense	\$0	0%	\$0	100%	\$0
4 Education/Training	\$2,850	0%	\$0	100%	\$2,850
5 Telephone	\$33,510	0%	\$0	100%	\$33,510
6 Equipment IT	\$15,440	0%	\$0	100%	\$15,440
7 Facility Rent	\$266,712	0%	\$0	100%	\$266,712
8 Flex Support Expense	\$125,810	0%	\$0	100%	\$125,810
9 Food	\$46,580	0%	\$0	100%	\$46,580
10 General Insurance Liability	\$26,260	0%	\$0	100%	\$26,260
11 Housekeeping Supplies	\$1,120	0%	\$0	100%	\$1,120
12 Laundry & Linen	\$210	0%	\$0	100%	\$210
13 Leased Equipment	\$7,840	0%	\$0	100%	\$7,840
14 Licenses-Business	\$2,840	0%	\$0	100%	\$2,840
15 Medical Supplies	\$16,890	0%	\$0	100%	\$16,890
16 Minor Equipment	\$350	0%	\$0	100%	\$350
17 Office Supplies	\$7,464	0%	\$0	100%	\$7,464
18 Professional Fees	\$54,195	0%	\$0	100%	\$54,195
19 Purchase Services	\$21,000	0%	\$0	100%	\$21,000
20 Recruitment	\$5,260	0%	\$0	100%	\$5,260
21 Vehicle Maintenance	\$6,000	0%	\$0	100%	\$6,000
22 Travel	\$200	0%	\$0	100%	\$200
23 Psychiatrist	\$120,000	0%	\$0	100%	\$120,000
24 Profit Margin	\$100,000	0%	\$0	100%	\$100,000
25		0%	\$0	100%	\$0
<b>SUBTOTAL B:</b>	\$1,186,800		\$0		\$1,186,800
<b>GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:</b>					\$2,999,998

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

Contractor Name: Valley Star Behavioral Health  
 Provider # \_\_\_\_\_  
 Contract/RFP# 22-362  
 Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
 Date Form Completed: 3/21/2024

Prepared by: Sabina Waweru  
 Title: Senior Accountant

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.

Anticipated Utilization of Funds

ITEM	Justification of Cost
1 Centralized Services - Administration	This is an allocation from SBHG of Administration, Information Technology, Human Resources, Communications, Finance, and associated fringe benefits and expense. Cost (Plus Profit Margin) can be up to 15% of total direct costs, based on historical costs.
2 Centralized Services - Program	This is a program allocation from Stars Behavioral Health Group of training, outcome research and programs practices, electronic medical records, quality assurance, and associated employee benefits and expenses, based on historical costs.
3 Depreciation Expense	Depreciation of company van at \$685 per month.
4 Education/Training	Continuing education for employees and required DBH trainings, based on historical costs.
5 Telephone	Phone system equipment and installation expense, monthly facility telephone charges and staff cellphone reimbursement, based on historical costs.
6 Equipment IT	Includes: laptops, desktops, printers, network switch and software for staff, based on historical costs.
7 Facility Rent	Facility Rent, which includes utilities, basic janitorial services and building maintenance.
8 Flex Support Expense	Cost of providing support to clients and their caregivers such as food clothing, socialization and recreation activities.
9 Food	Meals and snacks for clients.
10 General Insurance Liability	Costs of general liability, malpractice, fiduciary, director & officers, property insurance, auto, crime, sexual misconduct and umbrella coverage, based on historical costs.
11 Housekeeping Supplies	Facility cleaning and laundry supplies.
12 Laundry & Linen	Towels, sheets, blankets.
13 Leased Equipment	Cost of lease for copier (base charges and overage) and postage machine, based on historical costs.
14 Licenses-Business	Business license and DMH fees, based on historical costs.
15 Medical Supplies	Two-week supply of prescription medication, and monthly medication.
16 Minor Equipment	Minor equipment such security cameras and furniture costing less than \$5,000.
17 Office Supplies	General office supplies such as PPE, printing (paper/toner), presentation materials, pens & envelopes and other items that the staff need to perform their functions, based on historical costs.
18 Professional Fees	Audit fees and Registered Dietician 6 hours/month (\$320 per month x 12 = \$3,840).
19 Purchase Services	Ceridian Payroll processing fees, shredding fees, waste services, cable service, water service & shipping costs.
20 Recruitment	Job advertising, background checks, and physical exams for new employees, based on historical costs.
21 Vehicle Maintenance	Gasoline and routine maintenance expense for van.
22 Travel	Employee mileage reimbursement and parking during Outreach Services, based on the IRS amount of \$.585 per mile.
23 Psychiatrist	Psychiatrist 90.91 hours per month at \$110/hr
24 Profit Margin	4% of Direct Cost. (The total of Indirect Admin. and Profit Margin cannot exceed 15% of direct costs.)
25	

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2024 - 2025  
Service Projections (Mode 05)**

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Days)	Planned Clinical FTE's	Required Productivity (based on 30 days per month)	Projected Revenue Generated by Service Type						Clients Served		
						Adult Crisis Residential (40-49)				Starting Census		0
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	Monthly Census
Jul-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	6
Aug-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	11
Sep-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	17
Oct-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	22
Nov-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	27
Dec-24	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	33
Jan-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	39
Feb-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	44
Mar-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	50
Apr-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	55
May-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	61
Jun-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	5,256					\$1,906,260				127	60	
								<b>Total Revenue</b>	\$1,906,260	<b>Unduplicated Clients Served</b>		127
									<b>Estimated Cost Per Client:</b>	<b>\$15,010</b>		

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2024 - 2025  
Service Projections (Mode 15)**

Prior fiscal year Rates (Completed by DBH)				
Old County Contract (CCR) Rates	\$2.20	\$2.99	\$5.56	\$4.20
Productivity Expectation: 60%	CM Rate per Min.	MHS Rate/Min	MSS Rate/Min	Crisis Rate/Min
Agency Per Min Rates:	\$2.20	\$2.99	\$5.56	\$4.20
NOTE: If no established agency per minute rates, please input the CCR rates in the highlighted cells				
Target Cost Per Unit of Service	\$2.89	\$0.00	\$7.29	\$0.00

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Projected Revenue Generated by Service Type							Clients Served		
			Case Management (01-06 & 08-09)	Medication Support (60)						Starting Census		Monthly Census
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	
Jul-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	6
Aug-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	11
Sep-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	17
Oct-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	22
Nov-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	27
Dec-24	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	33
Jan-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	39
Feb-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	44
Mar-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	50
Apr-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	55
May-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	61
Jun-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	<b>67,034</b>		<b>\$29</b>	<b>\$488,899</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>127</b>	<b>60</b>	
<b>Total Revenue</b>									<b>\$488,927</b>	<b>Unduplicated Clients Served</b>		<b>127</b>
<b>Estimated Cost Per Client:</b>										<b>\$3,850</b>		

	15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	
	Case Management	Mental Health Services	Medication Support Services	Crisis Intervention	TOTAL
Total Minutes of Services	10	0	67,024	0	67,034
Total Monthly Minutes of Services (Average)	1	0	5585	0	5586
Dosage (minutes) per client per month	0	0	155	0	155
Dosage (hours) per client per month	0.00	0.00	2.59	0.00	2.59
<b>Total Hours Per Unduplicated Client for Duration of the Program:</b>					<b>31.03</b>

Avg Monthly Census	Expected Length of Program (months)
36	12

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY

DEPARTMENT OF BEHAVIORAL HEALTH

Actual Cost Contract (cost reimbursement)

Crisis Residential Treatment Services  
CRT- East Valley (Casa Paseo)

FY 2025 - 2026

Contractor Name: Valley Star Behavioral Health

Provider #

Contract/RFP# 22-362

Address: 720 E. Gilbert Street

San Bernardino, CA 92415

Prepared by: Sabina Waweru  
Title: Senior Accountant

Anticipated Utilization of Funds

Date Form Completed: 3/21/2024  
Date Form Revised:

LINE #	MODE OF SERVICE	05-24 Hr Svcs	15-Outpatient	15-Outpatient	60- Support	60- Support	60 - Support	45 - Outreach	TOTAL
	SERVICE FUNCTION	Adult Crisis Residential (40-49)	Case Management (01-06 & 08-09)	Medication Support (60)	Client Flexible Support (72)	Profit Margin	Other Non-Medi-Cal Client Support (78)	Mental Health Promotion (10)	
1	100% Distribution %	55.84%	0.00%	14.27%	10.80%	8.43%	8.48%	1.80%	
<b>EXPENSES</b>									
2	SALARIES	1,038,271	16	266,285			176,572	29,857	1,511,001
3	BENEFITS	207,653	3	53,257			35,314	5,971	302,199
	(2+3 must equal total staffing costs)	1,245,924	19	319,542	0		211,887	35,828	1,813,200
4	OPERATING EXPENSES	680,336	10	169,356	125,810	100,000	112,299	18,989	1,186,800
5	TOTAL EXPENSES (2+3+4)	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
<b>AGENCY REVENUES</b>									
6	PATIENT FEES								0
7	PATIENT INSURANCE								0
8	MEDI-CARE								0
9	GRANTS/OTHER								0
10	TOTAL AGENCY REVENUES (6+7+8+9)	0	0	0	0	0	0	0	0
11	CONTRACT AMOUNT (5-10)	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
<b>FUNDING</b>									
	Mix %	Share %							
12	80.00% MEDI-CAL (FFP)	50.00%	782,504	12	195,559				958,075
13	0.00% EPSDT (2011 Realignment)	0.00%	0	0	0				0
14	100.00% MHSA MATCH	50.00%	953,130	14	244,449				1,197,593
15	MHSA FUNDING		190,828	3	48,890	125,810	100,000	324,186	844,332
16									0
17	FUNDING TOTAL	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
18	NET COUNTY FUNDS (Local Cost) MUST = ZERO	0	0	0	0	0	0	0	0
19	STATE FUNDING (Including Realignment)	190,828	3	48,890	125,810	100,000	324,186	54,817	844,332
20	AGENCY FUNDING (non-DBH)	953,130	14	244,449	0	0	0	0	1,197,593
21	FEDERAL FUNDING	782,504	12	195,559	0	0	0	0	958,075
22	TOTAL FUNDING	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
23	TARGET COST PER UNIT OF SERVICE	\$362.65	\$2.89	\$7.29					
24	UNITS OF TIME (Days (Mode 05) / Minutes (Mode 15))	5256	10	67,024					67,034

Client Days 5,256 Minutes

APPROVED:

Gary Barnes  
Gary Barnes (Apr 16, 2024 10:59 PDT)

Apr 16, 2024

Anthony Altamirano  
Anthony Altamirano (Apr 16, 2024 11:40 PDT)

Apr 16, 2024

Jessica Montecinos

Apr 17, 2024

PROVIDER AUTHORIZED SIGNATURE DATE

DBH FISCAL SERVICES

DATE

DBH PROGRAM MANAGER

DATE

Gary Barnes

Anthony Altamirano

Jessica Montecinos

PROVIDER AUTHORIZED SIGNER (PRINT NAME)

DBH FISCAL SERVICES (PRINT NAME)

DBH PROGRAM MANAGER (PRINT NAME)

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH  
STAFFING DETAIL

Schedule B

FY 2025 - 2026

Anticipated Utilization of Funds (12 months)

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

CONTRACTOR NAME: Valley Star Behavioral Health

Name	Degree/ License	Position Title	If Staff Position is not Clinical FTE Providing SMHS, change to "N"	D/I/C <sup>(1)</sup>	Full Time Annual Salary*	Full Time Fringe Benefits*	Total Full Time Salaries & Benefits*	% Cost Allocated Contract Services	Contract	S&B	Total Salaries and Benefits Charged to Contract Services	Budgeted Hours of Contract Services	Total Salaries Charged to Contract Services	Total Benefits Charged to Contract Services
Caroline Arriaga	Master's and Illo	Clinical Supervisor	Y	D	110,677	22,134	132,811	100%	0%	100%	100%		110,677	22,134
TBD	Licensed M.D.	Psychiatrist	Y	C		0	0	33%					0	0
Virginia Scott	Bachelor's or LV	Program Director	N	D	87,515	17,503	105,018	100%	0%	0%	0%		87,515	17,503
Heather Bryga	Master's, BBS	Mental Health Speciali	Y	D	67,891	13,578	81,469	100%	0%	100%	100%		67,891	13,578
Melissa Bergstrom	Master's, BBS	Mental Health Speciali	Y	D	67,891	13,578	81,469	100%	0%	100%	100%		67,891	13,578
Dalia Ramirez	Master's, BBS	Mental Health Speciali	Y	D	67,891	13,578	81,469	100%	0%	100%	100%		67,891	13,578
Amber Valmonte	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
David Hill	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Gabriela Macias	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Julisa Roberts	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Madeline Ashertranner	GED/HS Diplo	Recovery Counselor	Y	D	42,432	8,486	50,918	100%	0%	100%	100%		42,432	8,486
Maine Ortiz	GED/HS Diplo	Recovery Counselor	Y	D	42,233	8,447	50,680	100%	0%	100%	100%		42,233	8,447
Melissa Clark	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	100%		38,189	7,638
Michael Brown	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	100%		38,189	7,638
Monique Martin	GED/HS Diplo	Recovery Counselor	Y	D	38,189	7,638	45,827	100%	0%	100%	100%		38,189	7,638
Dalia Ramirez	Bachelor's	Resource Specialist/Su	N	D	44,129	8,826	52,955	100%	0%	0%	0%		44,129	8,826
Lafisha Suleiman	GED/HS Diplo	Counselor, Peer Suppo	N	D	38,189	7,638	45,827	100%	0%	0%	0%		38,189	7,638
Lashona Tanner	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	0%		38,189	7,638
Michael Brown	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	0%		38,189	7,638
Tracy Fields	GED/HS Diplo	Household Coach	N	D	38,189	7,638	45,827	100%	0%	0%	0%		38,189	7,638
Estefany Bernardino	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Jayann Tyce	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Sandra Morales	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Laurny Sealock	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	60%	0%	60%	60%		39,716	7,943
Monica Hanna	LVN/LPT	Licensed Vocational N	Y	D	66,194	13,239	79,433	100%	0%	100%	100%		66,194	13,239
Rudy Armendariz	Bachelor's (mas	Administrator	N	D	132,600	26,520	159,120	50%	0%	0%	0%		79,560	15,260
Cedilia Hernandez	Bachelor's or LV	Quality Assurance Ma	N	D	70,607	14,121	84,728	100%	0%	0%	0%		70,607	14,121
TBD	GED/HS Diplo	Billing Clerk	N	D	38,189	7,638	45,827	50%	0%	0%	0%		22,913	4,519
Gloria Mejia	Master's and Illo	Regional Clinical Dire	Y	D	117,520	23,504	141,024	16%	0%	16%	16%		22,564	4,519
Noack, Amy C	Registered Nurs	Regional Director of N	Y	D	124,218	24,844	149,061	16%	0%	16%	16%		23,850	4,769
Oliver, Lisa M	Bachelor's (mas	Regional HR Manager	N	I	95,368	19,074	114,442	10%	0%	0%	0%		11,444	2,289
Melissa Almaraz	Bachelor's	Coordinator, Training	N	I	58,406	11,681	70,088	10%	0%	0%	0%		7,009	1,402
Joanna Rivera	Bachelor's	Coordinator, Training	N	I	58,406	11,681	70,088	10%	0%	0%	0%		7,009	1,402
Legina Pittman	Bachelor's	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	0%		6,490	1,298
Mariah Proctor	Bachelor's	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	0%		6,490	1,298
Reyna Umfor	Bachelor's	Regional HR Coordina	N	I	54,080	10,816	64,896	10%	0%	0%	0%		6,490	1,298
Garcia, Mariene E	Bachelor's	Talent Acquisition Spe	N	I	66,768	13,354	80,122	10%	0%	0%	0%		8,012	1,602
			Y				0	100%	0%	0%	100%		0	0
			Y				0	100%	0%	0%	100%		0	0
			Y				0	100%	0%	0%	100%		0	0
												1,511,001	302,199	

TOTAL COST:	1,813,198
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\*Clinical Therapist are contracted employees that are part time but 65% their time is towards the MH services  
Detail of Fringe Benefits: Employer FICA/Medicare, Workers Compensation, Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits

<sup>(1)</sup> Input "D" to indicate a direct staffing position, "I" for an indirect staffing position, and "C" for Contract position  
Note, administrative and clerical staff are normally treated as indirect cost. For any administrative or clerical staff that are identified as direct, please ensure the required documentation is maintained to fill CFR 200.413 (c)(1) - (4)

<sup>(2)</sup> Contracted positions need to be Clinical positions only. Any Non-clinical contracted position need to be included on the Operating Expense schedule only.

EXHIBIT I

BUDGET SCHEDULES

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

FY 2025 - 2026

Prepared by: Sabina Waweru  
Title: Senior Accountant

Contractor Name: Valley Star Behavioral Health

Provider #

Contract/RFP# 22-362

Address: 720 E. Gilbert Street

San Bernardino, CA 92415

Date Form Completed: 3/21/2024

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.

Anticipated Utilization of Funds

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO PROGRAM	TOTAL COST TO PROGRAM
1 Centralized Services - Administration	\$238,380	0%	\$0	100%	\$238,380
2 Centralized Services - Program	\$87,890	0%	\$0	100%	\$87,890
3 Depreciation Expense	\$0	0%	\$0	100%	\$0
4 Education/Training	\$2,850	0%	\$0	100%	\$2,850
5 Telephone	\$33,510	0%	\$0	100%	\$33,510
6 Equipment IT	\$15,440	0%	\$0	100%	\$15,440
7 Facility Rent	\$266,712	0%	\$0	100%	\$266,712
8 Flex Support Expense	\$125,810	0%	\$0	100%	\$125,810
9 Food	\$46,580	0%	\$0	100%	\$46,580
10 General Insurance Liability	\$26,260	0%	\$0	100%	\$26,260
11 Housekeeping Supplies	\$1,120	0%	\$0	100%	\$1,120
12 Laundry & Linen	\$210	0%	\$0	100%	\$210
13 Leased Equipment	\$7,840	0%	\$0	100%	\$7,840
14 Licenses-Business	\$2,840	0%	\$0	100%	\$2,840
15 Medical Supplies	\$16,890	0%	\$0	100%	\$16,890
16 Minor Equipment	\$350	0%	\$0	100%	\$350
17 Office Supplies	\$7,464	0%	\$0	100%	\$7,464
18 Professional Fees	\$54,195	0%	\$0	100%	\$54,195
19 Purchase Services	\$21,000	0%	\$0	100%	\$21,000
20 Recruitment	\$5,260	0%	\$0	100%	\$5,260
21 Vehicle Maintenance	\$6,000	0%	\$0	100%	\$6,000
22 Travel	\$200	0%	\$0	100%	\$200
23 Psychiatrist	\$120,000	0%	\$0	100%	\$120,000
24 Profit Margin	\$100,000	0%	\$0	100%	\$100,000
25		0%	\$0	100%	\$0
<b>SUBTOTAL B:</b>	\$1,186,800		\$0		\$1,186,800
<b>GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:</b>					\$2,999,998

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2025 - 2026

Contractor Name: Valley Star Behavioral Health  
 Provider # \_\_\_\_\_  
 Contract/RFP# 22-362  
 Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
 Date Form Completed: 3/21/2024

Prepared by: Sabina Waweru  
 Title: Senior Accountant

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.

Anticipated Utilization of Funds

ITEM	Justification of Cost
1 Centralized Services - Administration	This is an allocation from SBHG of Administration, Information Technology, Human Resources, Communications, Finance, and associated fringe benefits and expense. Cost (Plus Profit Margin) can be up to 15% of total direct costs, based on historical costs.
2 Centralized Services - Program	This is a program allocation from Stars Behavioral Health Group of training, outcome research and programs practices, electronic medical records, quality assurance, and associated employee benefits and expenses, based on historical costs.
3 Depreciation Expense	Depreciation of company van at \$665 per month.
4 Education/Training	Continuing education for employees and required DBH trainings, based on historical costs.
5 Telephone	Phone system equipment and installation expense, monthly facility telephone charges and staff cellphone reimbursement, based on historical costs.
6 Equipment IT	Includes: laptops, desktops, printers, network switch and software for staff, based on historical costs.
7 Facility Rent	Facility Rent, which includes utilities, basic janitorial services and building maintenance.
8 Flex Support Expense	Cost of providing support to clients and their caregivers such as food clothing, socialization and recreation activities.
9 Food	Meals and snacks for clients.
10 General Insurance Liability	Costs of general liability, malpractice, fiduciary, director & officers, property insurance, auto, crime, sexual misconduct and umbrella coverage, based on historical costs.
11 Housekeeping Supplies	Facility cleaning and laundry supplies.
12 Laundry & Linen	Towels, sheets, blankets.
13 Leased Equipment	Cost of lease for copier (base charges and overage) and postage machine, based on historical costs.
14 Licenses-Business	Business license and DMH fees, based on historical costs.
15 Medical Supplies	Two-week supply of prescription medication, and monthly medication.
16 Minor Equipment	Minor equipment such security cameras and furniture costing less than \$5,000.
17 Office Supplies	General office supplies such as PPE, printing (paper/toner), presentation materials, pens & envelopes and other items that the staff need to perform their functions, based on historical costs.
18 Professional Fees	Audit fees and Registered Dietician 6 hours/month (\$320 per month x 12 = \$3,840).
19 Purchase Services	Cendian Payroll processing fees, shredding fees, waste services, cable service, water service & shipping costs.
20 Recruitment	Job advertising, background checks, and physical exams for new employees, based on historical costs.
21 Vehicle Maintenance	Gasoline and routine maintenance expense for van.
22 Travel	Employee mileage reimbursement and parking during Outreach Services, based on the IRS amount of \$.585 per mile.
23 Psychiatrist	Psychiatrist 90.91 hours per month at \$110/hr
24 Profit Margin	4% of Direct Cost. (The total of Indirect Admin. and Profit Margin cannot exceed 15% of direct costs.)
25	

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2025 - 2026  
Service Projections (Mode 05)**

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Days)	Planned Clinical FTE's	Required Productivity (based on 30 days per month)	Projected Revenue Generated by Service Type						Clients Served		
						Adult Crisis Residential (40-49)				Starting Census		0
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	Monthly Census
Jul-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	6
Aug-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	11
Sep-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	17
Oct-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	22
Nov-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	27
Dec-25	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	33
Jan-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	39
Feb-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	44
Mar-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	50
Apr-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	55
May-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	61
Jun-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	5,256					\$1,906,260				127	60	
						<b>Total Revenue</b>	\$1,906,260	<b>Unduplicated Clients Served</b>		127		
							<b>Estimated Cost Per Client:</b>		\$15,010			

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2025 - 2026  
Service Projections (Mode 15)**

Prior fiscal year Rates (Completed by DBH)				
Old County Contract (CCR) Rates	\$2.20	\$2.99	\$5.56	\$4.20
Productivity Expectation: 60%	CM Rate per Min.	MHS Rate/Min	MSS Rate/Min	Crisis Rate/Min
Agency Per Min Rates:	\$2.20	\$2.99	\$5.56	\$4.20
NOTE: If no established agency per minute rates, please input the CCR rates in the highlighted cells				
Target Cost Per Unit of Service	\$2.89	\$0.00	\$7.29	\$0.00

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Projected Revenue Generated by Service Type							Clients Served		
			Case Management (01-06 & 08-09)	Medication Support (60)						Starting Census		Monthly Census
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	
Jul-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	6
Aug-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	11
Sep-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	17
Oct-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	22
Nov-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	27
Dec-25	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	33
Jan-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	39
Feb-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	44
Mar-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	50
Apr-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	55
May-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	61
Jun-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	<b>67,034</b>		<b>\$29</b>	<b>\$488,899</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>127</b>	<b>60</b>	
<b>Total Revenue</b>									<b>\$488,927</b>	<b>Unduplicated Clients Served</b>		<b>127</b>
									<b>Estimated Cost Per Client:</b>	<b>\$3,850</b>		

	15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	
	Case Management	Mental Health Services	Medication Support Services	Crisis Intervention	TOTAL
Total Minutes of Services	10	0	67,024	0	67,034
Total Monthly Minutes of Services (Average)	1	0	5585	0	5586
Dosage (minutes) per client per month	0	0	155	0	155
Dosage (hours) per client per month	0.00	0.00	2.59	0.00	2.59
<b>Total Hours Per Unduplicated Client for Duration of the Program:</b>					<b>31.03</b>

Avg Monthly Census	Expected Length of Program (months)
36	12

SCHEDULE A - Planning Estimates

SAN BERNARDINO COUNTY

DEPARTMENT OF BEHAVIORAL HEALTH

Actual Cost Contract (cost reimbursement)

Crisis Residential Treatment Services  
CRT- East Valley (Casa Paseo)

FY 2026 - 2027

Anticipated Utilization of Funds

Contractor Name: Valley Star Behavioral Health

Provider #

Contract/RFP# 22-362

Address: 720 E. Gilbert Street

San Bernardino, CA 92415

Date Form Completed: 3/21/2024

Date Form Revised:

Prepared by: Sabina Waweru  
Title: Senior Accountant

LINE #	Mix %	MODE OF SERVICE	05-24 Hr Svcs Adult Crisis Residential (40-49)	15-Outpatient Case Management (01-06 & 08-09)	15-Outpatient Medication Support (60)	60- Support Client Flexible Support (72)	60- Support Profit Margin	60 - Support Other Non-Medical Client Support (78)	45 - Outreach Mental Health Promotion (10)	TOTAL
1	100%	Distribution %	66.84%	0.00%	14.27%	10.80%	8.43%	8.48%	1.80%	
<b>EXPENSES</b>										
2		SALARIES	1,038,271	16	266,285			176,572	29,857	1,511,001
3		BENEFITS	207,653	3	53,257			35,314	5,971	302,199
		(2+3 must equal total staffing costs)	1,245,924	19	319,542	0		211,887	35,828	1,813,200
4		OPERATING EXPENSES	680,336	10	169,356	125,810	100,000	112,299	18,989	1,186,800
5		TOTAL EXPENSES (2+3+4)	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
<b>AGENCY REVENUES</b>										
6		PATIENT FEES								0
7		PATIENT INSURANCE								0
8		MEDI-CARE								0
9		GRANTS/OTHER								0
10		TOTAL AGENCY REVENUES (6+7+8+9)	0	0	0	0	0	0	0	0
11		CONTRACT AMOUNT (5-10)	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
<b>FUNDING</b>										
12	80.00%	MEDI-CAL (FFP)	762,504	12	195,559					958,075
13	0.00%	EPSDT (2011 Realignment)	0	0	0					0
14	100.00%	MHSA MATCH	953,130	14	244,449					1,197,593
15		MHSA FUNDING	190,628	3	48,890	125,810	100,000	324,186	54,817	844,332
16										0
17		FUNDING TOTAL	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
18		NET COUNTY FUNDS (Local Cost) MUST = ZERO	0	0	0	0	0	0	0	0
19		STATE FUNDING (Including Realignment)	190,628	3	48,890	125,810	100,000	324,186	54,817	844,332
20		AGENCY FUNDING (non-DBH)	953,130	14	244,449	0	0	0	0	1,197,593
21		FEDERAL FUNDING	762,504	12	195,559	0	0	0	0	958,075
22		TOTAL FUNDING	1,906,260	29	488,899	125,810	100,000	324,186	54,817	3,000,000
23		TARGET COST PER UNIT OF SERVICE	\$362.65	\$2.89	\$7.29					
24		UNITS OF TIME (Days (Mode 05) / Minutes (Mode 15))	5256	10	67,024					67,034

Client Days 5,256

Minutes

APPROVED:

Gary Barnes  
Gary Barnes (Apr 16, 2024 10:58 PDT)

Apr 16, 2024

Anthony Altamirano  
Anthony Altamirano (Apr 16, 2024 11:40 PDT)

Apr 16, 2024

Jessica Montecinos

Apr 17, 2024

PROVIDER AUTHORIZED SIGNATURE DATE

DBH FISCAL SERVICES

DATE

DBH PROGRAM MANAGER

DATE

Gary Barnes

Anthony Altamirano

Jessica Montecinos

PROVIDER AUTHORIZED SIGNER (PRINT NAME)

DBH FISCAL SERVICES (PRINT NAME)

DBH PROGRAM MANAGER (PRINT NAME)



EXHIBIT I

BUDGET SCHEDULES

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B

FY 2026 - 2027

Prepared by: Sabina Waweru  
Title: Senior Accountant

Contractor Name: Valley Star Behavioral Health  
Provider # \_\_\_\_\_  
Contract/RFP#: 22-362  
Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
Date Form Completed: 3/21/2024

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.

Anticipated Utilization of Funds

ITEM	TOTAL COST TO ORGANIZATION	% CHARGED TO OTHER FUNDING SOURCE	TOTAL COST TO OTHER FUNDING SOURCE	PERCENT CHARGED TO PROGRAM	TOTAL COST TO PROGRAM
1 Centralized Services - Administration	\$238,380	0%	\$0	100%	\$238,380
2 Centralized Services - Program	\$87,890	0%	\$0	100%	\$87,890
3 Depreciation Expense	\$0	0%	\$0	100%	\$0
4 Education/Training	\$2,850	0%	\$0	100%	\$2,850
5 Telephone	\$33,510	0%	\$0	100%	\$33,510
6 Equipment IT	\$15,440	0%	\$0	100%	\$15,440
7 Facility Rent	\$266,712	0%	\$0	100%	\$266,712
8 Flex Support Expense	\$125,810	0%	\$0	100%	\$125,810
9 Food	\$46,580	0%	\$0	100%	\$46,580
10 General Insurance Liability	\$26,260	0%	\$0	100%	\$26,260
11 Housekeeping Supplies	\$1,120	0%	\$0	100%	\$1,120
12 Laundry & Linen	\$210	0%	\$0	100%	\$210
13 Leased Equipment	\$7,840	0%	\$0	100%	\$7,840
14 Licenses-Business	\$2,840	0%	\$0	100%	\$2,840
15 Medical Supplies	\$16,890	0%	\$0	100%	\$16,890
16 Minor Equipment	\$350	0%	\$0	100%	\$350
17 Office Supplies	\$7,464	0%	\$0	100%	\$7,464
18 Professional Fees	\$54,195	0%	\$0	100%	\$54,195
19 Purchase Services	\$21,000	0%	\$0	100%	\$21,000
20 Recruitment	\$5,260	0%	\$0	100%	\$5,260
21 Vehicle Maintenance	\$6,000	0%	\$0	100%	\$6,000
22 Travel	\$200	0%	\$0	100%	\$200
23 Psychiatrist	\$120,000	0%	\$0	100%	\$120,000
24 Profit Margin	\$100,000	0%	\$0	100%	\$100,000
25		0%	\$0	100%	\$0
<b>SUBTOTAL B:</b>	\$1,186,800		\$0		\$1,186,800
<b>GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:</b>					\$2,999,998

EXHIBIT I

BUDGET SCHEDULES

SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2026 - 2027

Prepared by: Sabina Waweru  
Title: Senior Accountant

Contractor Name: Valley Star Behavioral Health  
Provider # \_\_\_\_\_  
Contract/RFP# 22-362  
Address: 720 E. Gilbert Street  
San Bernardino, CA 92415  
Date Form Completed: 3/21/2024

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.

Anticipated Utilization of Funds

ITEM	Justification of Cost
1 Centralized Services - Administration	This is an allocation from SBHG of Administration, Information Technology, Human Resources, Communications, Finance, and associated fringe benefits and expense. Cost (Plus Profit Margin) can be up to 15% of total direct costs, based on historical costs.
2 Centralized Services - Program	This is a program allocation from Stars Behavioral Health Group of training, outcome research and programs practices, electronic medical records, quality assurance, and associated employee benefits and expenses, based on historical costs.
3 Depreciation Expense	Depreciation of company van at \$665 per month.
4 Education/Training	Continuing education for employees and required DBH trainings, based on historical costs.
5 Telephone	Phone system equipment and installation expense, monthly facility telephone charges and staff cellphone reimbursement, based on historical costs.
6 Equipment IT	Includes: laptops, desktops, printers, network switch and software for staff, based on historical costs.
7 Facility Rent	Facility Rent, which includes utilities, basic janitorial services and building maintenance.
8 Flex Support Expense	Cost of providing support to clients and their caregivers such as food clothing, socialization and recreation activities.
9 Food	Meals and snacks for clients.
10 General Insurance Liability	Costs of general liability, malpractice, fiduciary, director & officers, property insurance, auto, crime, sexual misconduct and umbrella coverage, based on historical costs.
11 Housekeeping Supplies	Facility cleaning and laundry supplies.
12 Laundry & Linen	Towels, sheets, blankets.
13 Leased Equipment	Cost of lease for copier (base charges and overage) and postage machine, based on historical costs.
14 Licenses-Business	Business license and DMH fees, based on historical costs.
15 Medical Supplies	Two-week supply of prescription medication, and monthly medication.
16 Minor Equipment	Minor equipment such security cameras and furniture costing less than \$5,000.
17 Office Supplies	General office supplies such as PPE, printing (paper/toner), presentation materials, pens & envelopes and other items that the staff need to perform their functions, based on historical costs.
18 Professional Fees	Audit fees and Registered Dietician 6 hours/month (\$320 per month x 12 = \$3,840).
19 Purchase Services	Ceridian Payroll processing fees, shredding fees, waste services, cable service, water service & shipping costs.
20 Recruitment	Job advertising, background checks, and physical exams for new employees, based on historical costs.
21 Vehicle Maintenance	Gasoline and routine maintenance expense for van.
22 Travel	Employee mileage reimbursement and parking during Outreach Services, based on the IRS amount of \$.585 per mile.
23 Psychiatrist	Psychiatrist 90.91 hours per month at \$110/hr
24 Profit Margin	4% of Direct Cost. (The total of Indirect Admin. and Profit Margin cannot exceed 15% of direct costs.)
25	

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2026 - 2027  
Service Projections (Mode 05)**

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Days)	Planned Clinical FTE's	Required Productivity (based on 30 days per month)	Projected Revenue Generated by Service Type						Clients Served		
						Adult Crisis Residential (40-49)				Starting Census		0
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	Monthly Census
Jul-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	6
Aug-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	11
Sep-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	17
Oct-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	22
Nov-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	27
Dec-26	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	33
Jan-27	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	39
Feb-27	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	44
Mar-27	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	50
Apr-27	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	10	5	55
May-27	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	61
Jun-27	438	17.92	81%	\$0	\$0	\$158,855	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	5,256					\$1,906,260				127	60	
								<b>Total Revenue</b>	\$1,906,260	<b>Unduplicated Clients Served</b>		127
									<b>Estimated Cost Per Client:</b>	<b>\$15,010</b>		

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2026 - 2027  
Service Projections (Mode 15)**

Prior fiscal year Rates (Completed by DBH)				
Old County Contract (CCR) Rates	\$2.20	\$2.99	\$5.56	\$4.20
Productivity Expectation: 80%	CM Rate per Min.	MHS Rate/Min	MSS Rate/Min	Crisis Rate/Min
Agency Per Min Rates:	\$2.20	\$2.99	\$5.56	\$4.20
NOTE: If no established agency per minute rates, please input the CCR rates in the highlighted cells				
Target Cost Per Unit of Service	\$2.89	\$0.00	\$7.29	\$0.00

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	22-362
Address:	720 E. Gilbert Street San Bernardino, CA 92415
Date Form Completed:	3/21/2024
Date Form Revised:	

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Projected Revenue Generated by Service Type							Clients Served		
			Case Management (01-06 & 08-09)	Medication Support (60)						Starting Census		Monthly Census
										Admissions (Episodes Opened)	Discharges (Episodes Closed)	
Jul-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	6
Aug-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	11
Sep-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	17
Oct-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	22
Nov-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	27
Dec-26	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	33
Jan-27	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	39
Feb-27	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	44
Mar-27	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	50
Apr-27	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	10	5	55
May-27	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	61
Jun-27	5,586	17.92	\$2	\$40,742	\$0	\$0	\$0	\$0	\$0	11	5	67
<b>TOTAL</b>	<b>67,034</b>		<b>\$29</b>	<b>\$488,899</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>127</b>	<b>60</b>	
<b>Total Revenue</b>									<b>\$488,927</b>	<b>Unduplicated Clients Served</b>		<b>127</b>
									<b>Estimated Cost Per Client:</b>	<b>\$3,850</b>		

	15-Outpatient	15-Outpatient	15-Outpatient	15-Outpatient	
	Case Management	Mental Health Services	Medication Support Services	Crisis Intervention	TOTAL
Total Minutes of Services	10	0	67,024	0	67,034
Total Monthly Minutes of Services (Average)	1	0	5585	0	5586
Dosage (minutes) per client per month	0	0	155	0	155
Dosage (hours) per client per month	0.00	0.00	2.59	0.00	2.59
<b>Total Hours Per Unduplicated Client for Duration of the Program:</b>					<b>31.03</b>

  

Avg Monthly Census	Expected Length of Program (months)
36	12



## ATTACHMENT III Campaign Contribution Disclosure (SB 1439)

### **DEFINITIONS**

**Actively supporting the matter:** (a) Communicate directly with a member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, District Attorney, Auditor-Controller/Treasurer/Tax Collector] for 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 for the purpose of influencing the County's decision 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, for compensation, 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: Valley Star Behavioral Health, Inc.
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: N/A
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):  
N/A
5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
Stars Behavioral Health Group Holding Company, Inc.	Parent Company – SBHG HC is an Employee Stock Ownership Program (ESOP)
Valley Star Behavioral Health, Inc.	Subsidiary of Stars Behavioral Health Group Holding Company, Inc.

6. Name of agent(s) of Contractor:

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

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):
N/A		

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
N/A	

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 the prior 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: N/A

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.