



**Contract Number**

25-505 A-1

**SAP Number**

4400028763

## Transitional Assistance Department

|   |                                       |
|---|---------------------------------------|
| <b>Department Contract Representative</b> | <u>Diane Ettari, Contract Analyst</u> |
| <b>Telephone Number</b>                   | <u>(909) 386-8313</u>                 |
| <br>                                      |                                       |
| <b>Contractor</b>                         | <u>Mission Career College</u>         |
| <b>Contractor Representative</b>          | <u>Cristina Garcia</u>                |
| <b>Telephone Number</b>                   | <u>888-551-8653 ext. 102</u>          |
| <b>Contract Term</b>                      | <u>07/01/2025 through 06/30/2027</u>  |
| <b>Original Contract Amount</b>           | <u>\$3,500,000</u>                    |
| <b>Amendment Amount</b>                   | <u>\$3,500,000</u>                    |
| <b>Total Contract Amount</b>              | <u>\$7,000,000</u>                    |
| <b>Cost Center</b>                        | <u>3000662</u>                        |
| <b>Grant Number (if applicable)</b>       | <u></u>                               |

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 1**

It is hereby agreed to amend Contract No. 25-505, effective July 1, 2026, as follows:

**SECTION C. GENERAL CONTRACT REQUIREMENTS, add Paragraph 69. to read as follows:**

- 69. **Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352 (as amended))** - Contractor certifies on Attachment F that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Contractor shall also disclose to the County any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.

**SECTION D. TERM OF CONTRACT, amend Paragraph 1. to read as follows:**

- 1. This Contract is effective as of July 1, 2025 and is extended from its original expiration date of June 30, 2026, to expire on June 30, 2027 but may be terminated earlier in accordance with

provisions of this Contract. The Contract term may be extended for three (3) additional one (1) year periods by mutual agreement of the parties.

**SECTION F. FISCAL PROVISIONS, amend Paragraph 1. to read as follows:**

1. The aggregate amount of payment under this Contract is a combined total for all CalWORKs Vocational Education and Training Services Contractors identified in the corresponding Board Agenda Item and together shall not exceed \$7,000,000, of which up to \$7,000,000 may be federally funded and shall be subject to the availability of funds to the County. The consideration to be paid to Contractor, as provided herein, shall be in full payment for Contractor's services and expenses incurred in the performance hereof, including travel and per diem.

**SECTION F. FISCAL PROVISIONS, amend Paragraph 3. Item 3 to read as follows:**

3. Completion  
Thirty percent (30%) of the total cost as identified in Attachment A, Training Program Sites and Costs, upon successful completion of program and passing relevant state certification/licensing exams. Copies of Referral to Activity (TAD WTW 109), completion certificate, passing test scores and/or skill levels, and attendance/progress verification must be attached to the invoice. For classes resulting in a state issued license or certification, the state issued licenses or certifications are required to validate completion and must be submitted with the invoice. This includes, but is not limited to Certified Medical Assistant, Certified Nurse Assistant, Home Health Aide, Truck Driver, etc.

**ATTACHMENT A A-1 – PROGRAM BUDGET:**

Add FY 2026-27 Training Program Sites and Costs

**ATTACHMENT F – ANTI-LOBBYING CERTIFICATION**

Add Attachment F – Anti-Lobbying Certification

**All other terms and conditions of Contract No. 25-505 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, Chair, Board of Supervisors

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

Lynna Monell  
Clerk of the Board of Supervisors  
San Bernardino County

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

Mission Career College  
\_\_\_\_\_  
*(Print or type name of corporation, company, contractor, etc.)*

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

Name Cristina Garcia  
*(Print or type name of person signing contract)*

Title Operations Manager  
*(Print or Type)*

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

Address 3750 Santa Fe Avenue  
Riverside, CA 92507

**FOR COUNTY USE ONLY**

Approved as to Legal Form  
►  
Adam Ebright, Deputy County Counsel  
Date \_\_\_\_\_

Reviewed for Contract Compliance  
►  
Lisa Rivas-Ordaz, Contracts Manager  
Date \_\_\_\_\_

Reviewed/Approved by Department  
►  
James LoCurto, Director  
Date \_\_\_\_\_

## Mission Career College 2026-27 Training Program Sites and Costs

| Program Name   | Training Site Locations   | Training Schedule   | Training Term  | List Materials Included   | Cost per Customer |
|--|---|---|--|---|-------------------|
| Certified Medical Assistant (CMA)                              | Address: 2211 Hunts Lane, Ste. Q/R<br>City: San Bernardino, CA 92410<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a>  | Days: M-F<br><br>Hours: Theory<br>8:00 am – 12:00 pm<br><br>Hours: Lab<br>12:30 pm – 4:30 pm<br><br>Hours: Externship<br>8:00 am – 5:00 pm<br><br>Total Hours:<br><br>Total Weeks:  | #Hours:<br><br><u>120</u><br><br><u>140</u><br><br><u>160</u><br><br><u>420</u><br><br><u>10.5</u>             | 1. Registration Fee<br>2. Training Materials<br>3. Scrubs with Patches (2 Sets)<br>4. Stethoscope<br>5. Blood Pressure Cuff<br>6. National Healthcareer Association (NHA) Test Fee & Retest Fees<br>7. CPR-BLS<br>8. Watch<br>9. Shoes (1 Pair)<br>10. ID Badge | \$7,000.00        |
| Certified Medical Assistant (CMA) – Hybrid                     | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a><br><br>Address: 2211 Hunts Lane, Ste. Q/R<br>City: San Bernardino, CA 92410<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a><br><br>Address: 15447 Anacapa Rd., Ste. 100<br>City: Victorville, CA 92392<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a> | Days: M-F<br><br>Hours: Theory – Zoom<br>Mon/Wed/Fri<br>8:00 am – 4:30 pm<br><br>Hours: Lab (On Campus)<br>T/Th<br>8:00 am – 4:30 pm<br><br>Hours: Externship<br>8:00 am – 5:00 pm<br><br>Total Hours:<br><br>Total Weeks:  | #Hours:<br><br><u>120</u><br><br><u>140</u><br><br><u>160</u><br><br><u>420</u><br><br><u>10.5</u>             | 1. Registration Fee<br>2. Training Materials<br>3. Scrubs with Patches (2 Sets)<br>4. Stethoscope<br>5. Blood Pressure Cuff<br>6. NHA Test Fee & Retest Fees<br>7. CPR/BLS<br>8. Watch<br>9. Shoes (1 Pair)<br>10. ID Badge                                     | \$7,000.00        |
| Nurse Assistant (NA) / Home Health Aide (HHA) – AM (Full-Time) | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a><br><br>Address: 2211 Hunts Lane, Ste. Q/R<br>City: San Bernardino, CA 92410<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a><br><br>Address: 15447 Anacapa Rd., Ste. 100<br>City: Victorville, CA 92392<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a> | Days: M-F<br><br>Hours: Theory-NA<br>8:00 am – 4:30pm<br><br>Hours: Clinical-NA<br>6:30 am – 3:00 pm<br><br>Hours: Theory-HHA<br>8:00 am – 4:30 pm<br><br>Hours: Clinical-HHA<br>6:30 am – 3:00 pm<br><br>Total Hours:<br><br>Total Weeks:                          | #Hours:<br><br><u>60</u><br><br><u>100</u><br><br><u>20</u><br><br><u>20</u><br><br><u>200</u><br><br><u>5</u> | 1. Registration Fee<br>2. Training Materials<br>3. Scrubs with Patches (2 Sets)<br>4. Stethoscope<br>5. Blood Pressure Cuff<br>6. NHA Test Fee & Retest Fees<br>7. CPR-BLS<br>8. Watch<br>9. Shoes (1 Pair)<br>10. DOJ Background Check<br>11. ID Badge         | \$5,000.00        |
| Nurse Assistant (NA) / Home Health Aid (HHA) – PM (Part-Time)  | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a><br><br>Address: 15447 Anacapa Rd., Ste. 100<br>City: Victorville, CA 92392<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email:<br><a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a>   | Days: T-Th<br><br>Hours: Theory-NA<br>6:00 pm – 10:00 pm<br><br>Hours: Theory-HHA<br>6:00 pm – 10:00 pm<br><br>Days: Sat-Sun<br><br>Hours: Clinical-NA<br>7:00 am – 3:30 pm<br><br>Hours: Clinical-HHA<br>7:00 am – 3:30 pm<br><br>Total Hours:<br><br>Total Weeks: | #Hours:<br><br><u>60</u><br><br><u>20</u><br><br><u>100</u><br><br><u>20</u><br><br><u>200</u><br><br><u>7</u> | 1. Registration Fee<br>2. Training Materials<br>3. Scrubs with Patches (2 Sets)<br>4. Stethoscope<br>5. Blood Pressure Cuff<br>6. NHA Test Fee & Retest Fees<br>7. CPR/BLS<br>8. Watch<br>9. Shoes (1 Pair)<br>10. DOJ Background Check<br>11. ID Badge         | \$5,000.00        |

| Program Name   | Training Site Locations   | Training Schedule  | Training Term  | List Materials Included   | Cost per Customer |
|--|---|--|--|---|-------------------|
| Physical Therapy Aide (PTA)                              | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email: <a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a>   | Days: M-F<br><br>Hours: Theory<br>8:00 am – 4:30 pm<br><br>Hours: Externship<br>8:00 am – 5:00 pm<br><br>Total Hours:<br><br>Total Weeks:  | #Hours:<br><br><u>600</u><br><br><u>100</u><br><br><u>700</u><br><br><u>17.5</u> | 1. Registration Fee<br>2. Training Materials<br>3. Scrubs with Patches (2 Sets)<br>4. Cupping Set<br>5. Soft Tissue Instrument Set<br>6. Massage Gun<br>7. Percussion Machine<br>8. Watch<br>9. Shoes (1 Pair)<br>11. ID Badge<br>12. CPR/BLS | \$7,500.00        |
| Phlebotomy Technician                                    | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email: <a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a><br><br>Open lab will be offered to customers between the hours of 8:00 am to 2:00 pm<br><br>Externship hours can vary depending on the hours the site can accommodate our customers times can start as early as 5:00 am | Days: T-Th<br><br>Hours: Theory<br>8:00 am – 2:00pm<br>(18 hours per week/three weeks)<br><br>Days: M-F<br><br>Hours: Externship<br>8:00 am – 5:00 pm<br>(40 hours/one week)<br><br>Total Hours:<br><br>Total Weeks: | #Hours:<br><br><u>54</u><br><br><u>40</u><br><br><u>94</u><br><br><u>4</u>       | 1. Registration Fee<br>2. Training Materials<br>3. Scrubs with Patches (2 Sets)<br>4. Watch<br>5. Shoes (1 Pair)<br>6. ID Badge<br>7. CPR/BLS<br><br>8. NHA Test Fee & Retest Fees  | \$2,000.00        |
| Water Technology   | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email: <a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a>   | Days: M-F<br><br>Hours: Theory<br>8:00 am – 4:30pm<br><br>Total Hours:<br><br>Total Weeks:   | #Hours:<br><br><u>246</u><br><br><u>246</u><br><br><u>6.15</u>                   | 1. Registration Fee<br>2. Training Materials<br>3. Closed Toe Shoes (1 Pair)<br>4. Lab Goggles (1 Pair)<br>5. Gloves (1 Pair)<br>6. Apron (1)<br>7. Water Treatment Certification & Retest Fees<br>8. ID Badge                                | \$6,500.00        |
| EKG Technician   | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email: <a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a>   | Days: Sat-Sun<br>(Two consecutive weekends)<br><br>Hours: Theory<br>8:00 am – 4:30 pm<br><br>Total Hours:<br><br>Total Days:   | #Hours:<br><br><u>32</u><br><br><u>32</u><br><br><u>4</u>                        | 1. Registration Fee<br>2. Training Materials<br>3. Caliper (1)<br>4. NHA Test Fee & Retest Fees<br>5. ID Badge  | \$1,100.00        |
| Chemical Dependency Counselor (Alcohol & Drug Counselor) | Address: 3750 Santa Fe Ave.<br>City: Riverside, CA 92507<br>Phone #: (951) 688-7411<br>Fax #: (951) 688-7412<br>Email: <a href="mailto:referrals@missioncareercollege.com">referrals@missioncareercollege.com</a>   | Days: M-F<br><br>Hours: Theory<br>8:00 am – 4:30pm<br><br>Total Hours:<br><br>Total Weeks:   | #Hours:<br><br><u>720</u><br><br><u>720</u><br><br><u>18</u>                     | 1. Registration Fee<br>2. Training Materials<br>3. CPR/BLS<br>4. DOJ Background Check<br>5. ID Badge  | \$5,000.00        |

**ANTI- LOBBYING CERTIFICATION**

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
5. The Contractor, Mission Career College, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

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Signature of Contractor's Authorized Official

Cristina Garcia, Operations Manager  
Name and Title of Contractor's Authorized Official

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Date