

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

**Contract Number**

19-592 A-5

SAP Number

4400012549

Children and Family Services

Department Contract Representative	Maria Tucci
Telephone Number	(909) 387-2806
Contractor	Child Care Resources Center, Inc.
Contractor Representative	Jose A. Ramos, Jr.
Telephone Number	(818) 717-1000
Contract Term	September 1, 2019 through June 30, 2024
Original Contract Amount	\$22,590,527
Amendment Amount	\$(1,011,976)
Total Contract Amount	\$21,578,551
Cost Center	501704100

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 5

It is hereby agreed to amend Contract No. 19-592, effective immediately upon execution, as follows:

SECTION III. CONTRACTOR GENERAL RESPONSIBILITIES

Add Paragraph PP to read as follows:

PP. Campaign Contribution Disclosure (SB 1439) – Contractor has disclosed to the County using Attachment D – Campaign Contribution Disclosure (SB 1439), whether it has made any campaign contributions of more than \$250 to any member of the Board of Supervisors 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 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 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.

SECTION V. FISCAL PROVISIONS

Amend Paragraph A to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$21,578,551, and shall not exceed the annual amount stated below, of which \$10,789.275 may be federally funded, and shall be subject to availability of funds to the County.
 1. FY 19/20 \$2,466,808
 2. FY 20/21 \$2,466,808
 3. FY 21/22 \$2,862,812
 4. FY 22/23 \$7,067,311
 5. FY 23/24 \$6,714,812

ATTACHMENTS

Replace ATTACHMENT C – Program Budget July 1, 2023 – June 30, 2024

Add ATTACHMENT D – Campaign Contribution disclosure (SB 1439)

All other terms and conditions of Contracts No. 19-592 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 Contract upon request.

IN WITNESS WHEREOF, San Bernardino County and the Contractor have each caused this Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

►

Dawn Rowe

Dawn Rowe, Chair, Board of Supervisors

Dated: JUN 11 2024

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

By

Lynna Monell

Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County



Child Care Resource Center

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

By

Michael Olenick, Ph.D.

DocuSigned by:

Authorized signature - sign in blue ink

Name Michael Olenick, Ph.D.

(Print or type name of person signing contract)

Title President and Chief Executive Officer

(Print or Type)

Dated: 4/30/2024

Address 20001 Prairie Street

Chatsworth, CA 91311

FOR COUNTY USE ONLY

Approved and Signed Legal Form

Kaleigh Ragon

Kaleigh Ragon, Deputy County Counsel

4/30/2024

Date

Reviewed for Contract Compliance

Patty Steven

Patty Steven, HS Contracts Unit

4/30/2024

Date

Reviewed/Approved by Department

Jeaney Zepeda

Jeaney Zepeda, Director

4/30/2024

Date

CCRC
Program name
Program Budget
July 1, 2023 - June 30, 2024

I. PROGRAM COSTS

List only those items of cost which are chargeable, in whole or part, to the program.

Salaries and benefits are chargeable to the program based on actual cost to the organization, subject to not exceeding the budget amount.

A. Navigators Cost:

		TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	TOTAL COST
1	Job Title: Navigator 1			
	Salaries & Benefits	105,544	100%	105,544
2	Job Title: Navigator 2			
	Salaries & Benefits	105,544	100%	105,544
3	Job Title: Navigator 3			
	Salaries & Benefits	105,544	100%	105,544
4	Job Title: Navigator 4			
	Salaries & Benefits	105,544	100%	105,544
5	Job Title: Navigator 5			
	Salaries & Benefits	105,544	100%	105,544
6	Job Title: Navigator 6, Lead			
	Salaries & Benefits	105,544	100%	105,544
7	Job Title: Program Assistant			
	Salaries & Benefits	61,062	100%	61,062
8	Job Title: Case Management, Supervisor			
	Salaries & Benefits	101,800	100%	101,800
9	Job Title: Case Management, Manager			
	Salaries & Benefits	206,667	15%	31,000
10	Job Title: Child Care Financial Assistance, Director			
	Salaries	260,000	5%	13,000
11	Rent			
	11.1 Victorville Office	408,900	12.11%	49,500
	11.2 San Bernardino Office	579,888	1.12%	6,500
	11.3 Chatsworth Office	1,364,974	0.01%	70
12	Maintenance			
	12.1 Victorville Office	49,140	11.19%	5,500
	12.2 Chatsworth Office	192,000	0.11%	210
13	Security			
	13.1 Victorville Office	68,878	13.79%	9,500
	13.2 San Bernardino Office	68,213	1.47%	1,000
	13.3 Chatsworth Office	144,000	0.03%	50
14	Utilities			
	14.1 Victorville Office	35,114	14.24%	5,000
	14.2 Chatsworth Office	324,000	0.03%	110
15	Mileage	9,668	100%	9,668
16	Telephone	959,969	1.40%	13,396
17	Insurance	577,678	0.87%	5,000
18	Office/ Program Supplies	4,920	100%	4,920
19	Training	22,165	100%	22,165
20	Outreach & Staffing support	223,291	100%	223,291
	Subtotal			1,196,006
21	10% De Minimis Rate			113,994
	Total Navigator Cost			1,310,000

B. Trauma-Informed Care:				
		TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	TOTAL COST
1	Job Title: Trauma-Informed Care 1			-
	Salaries and Benefits	86,853	100%	86,853
2	Job Title: Trauma-Informed Care 2			-
	Salaries and Benefits	83,100	100%	83,100
3	Job Title: Trauma-Informed Care 3			
	Salaries and Benefits	83,100	100%	83,100
4	Job Title: Trauma-Informed Care 4			
	Salaries and Benefits	83,100	100%	83,100
5	Job Title: Trauma-Informed Care 5			
	Salaries and Benefits	83,100	100%	83,100
6	Job Title: Trauma-Informed Care 6			
	Salaries and Benefits	83,100	100%	83,100
7	Job Title: Trauma-Informed Care 7			
	Salaries and Benefits	41,767	100%	41,767
8	Job Title: Trauma-Informed Care 8			
	Salaries and Benefits	41,767	100%	41,767
9	Job Title: TIC Supervisor			
	Salaries and Benefits	105,572	50%	52,786
10	Job Title: TIC Supervisor			
	Salaries and Benefits	90,593	100%	90,593
11	Job Title: Administrative Assistant			
	Salaries and Benefits	73,154	50%	36,577
12	Job Title: Trauma-Informed Care Manager			
	Salaries and Benefits	160,592	50%	80,296
13	Job Title: Trauma-Informed Care Director			
	Salaries and Benefits	200,140	20%	40,028
14	Rent			21,019
	14.1 Victorville Office	408,900	1.4%	5,624
	14.2 San Bernardino Office	579,888	2.5%	14,326
	14.3 Chatsworth	1,364,974	0.1%	1,069
15	Maintenance			1,605
	15.1 Victorville Office	49,140	2.9%	1,414
	15.2 Chatsworth	192,000	0.1%	191
16	Security			2,772
	16.1 Victorville Office	68,878	1.1%	764
	16.2 San Bernardino Office	68,213	2.7%	1,819
	16.2 Chatsworth	144,000	0.1%	189
17	Utilities			1,332
	17.1 Victorville Office	35,114	2.7%	965
	17.2 Chatsworth	324,000	0.1%	367
18	Mileage		100%	11,279
19	Telephone	959,969	0.77%	7,387
20	Insurance	577,678	0.62%	3,566
21	Training		100%	80,029
22	Printing		100%	10,000
23	Shipping/Postage		100%	10,000
24	Program Supplies		100%	57,664
	Subtotal			1,092,820
25	10% De Minimis Rate			107,180
Total Trauma-Informed Care:				1,200,000

Voucher costs are chargeable to the program for the amount that was paid to the clients.

C. Voucher:

		TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	TOTAL COST
1	Voucher	3,822,556.24	100%	3,822,556
2	10% De Minimis Rate	382,255.62	100%	382,256
Total Voucher:				\$ 4,204,811.86

TOTAL:				
	Total Navigator Cost			1,310,000
	Total Trauma-Informed Care:			1,200,000
	Total Voucher:			4,204,812
	Total All Charges			\$ 6,714,811.86



ATTACHMENT D

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 County's decision on the matter; or (b) testifies or makes an oral statement before the County in a proceeding on the matter; or (c) communicates with County employees, for the purpose of influencing the County's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Board or County employees for purposes of influencing the County's decision in a matter.

Agent: A third-party individual or firm who, 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: Child Care Resource Center
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
N/A	N/A
N/A	N/A

6. Name of agent(s) of Contractor:

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

9. Was a campaign contribution, of more than \$250, made to any member of the San Bernardino County Board of Supervisors 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: N/A

Name of Contributor: N/A

Date(s) of Contribution(s): N/A

Amount(s): 0

Please add an additional sheet(s) to identify additional Board Members 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 while award of this Contract is being considered and for 12 months after a final decision by the County.