



Contract Number

23-334 A-1

SAP Number

4400022349

Probation Department

Department Contract Representative Thomas Kamara
Telephone Number (909) 387-6117

Contractor Community Solutions, Incorporated
Contractor Representative Kimberly Selvaggi
Telephone Number (860) 683-7100
Contract Term July 1, 2023 – June 30, 2029
Original Contract Amount \$15,000,000
Amendment Amount \$34,016,781
Total Contract Amount \$49,016,781
Cost Center 4810001000
Grant Number (if applicable) _____

AMENDMENT NO. 1 TO CONTRACT FOR PROGRAM ADMINISTRATOR SERVICES

IT IS HEREBY AGREED AS FOLLOWS:

Contract No. 23-334 between San Bernardino County (County) and Community Solutions, Incorporated (Contractor) for Program Administrator Services is hereby amended as follows:

- 1. SECTION A. DEFINITIONS, SUBSECTION A.6 is added to read as follows:

A.6 M.A.P.: Multidimensional Anti-Recidivism Partnership.

- 2. SECTION B. CONTRACTOR RESPONSIBILITIES, SUBSECTION B.4.3 is amended to read as follows:

B.4.3 Contractor’s staffing structure shall include but not limited to:

- B.4.3.1 State/Area Director
- B.4.3.2 Training and Quality Assurance Coach
- B.4.3.3 Program Director
- B.4.3.4 Administrative Assistant

- B.4.3.5 Outreach Coordinator
- B.4.3.6 Case Manager Supervisor
- B.4.3.7 Case Manager
- B.4.3.8 Case Aides
- B.4.3.9 Quality Assurance Coordinator (QA)
- B.4.3.10 Fiscal Contract Analyst
- B.4.3.11 HR Business Partner
- B.4.3.12 IT Generalist
- B.4.3.13 Senior Administrative Assistant
- B.4.3.14 M.A.P. Operations and Vendor Services Manager (MOVS)
- B.4.3.15 Data Compliance Analyst
- B.4.3.16 Facility Coordinator/Consultant

Staffing and other resources may be modified as needed based upon County needs (See Attachment C for Staffing Job Descriptions).

3. SECTION B CONTRACTOR RESPONSIBILITIES, SUBSECTION B.4.4 is amended to read as follows:

B.4.4 Case management, to include, at minimum:

- B.4.4.1 An intake which includes assessments and development of a case plan tailored to the individual needs of the Client.
- B.4.4.2 Ongoing Client interaction and tracking, including documentation of interactions and participation.
- B.4.4.3 Ongoing contact with Probation's Program Manager or assigned Probation officer.
- B.4.4.4 Checking in with clients every two weeks to support progress and adjust plans, if needed.
- B.4.4.5 Monthly progress reports to the referring Probation Officer.
- B.4.4.6 Virtual services, as necessary, to support programming at the County-approved locations in Victorville, Joshua Tree, and Needles during periods in which onsite operations are temporarily suspended due to the inability to maintain in-person service delivery.
- B.4.4.7 Establishing waitlists once program enrollment reaches ninety percent (90%) of site capacity. The Program Director will notify the Probation Program Manager within twenty-four (24) hours upon reaching ninety percent (90%) of site capacity.
- B.4.4.8 Transition and after-care plan.

4. SECTION B. CONTRACTOR RESPONSIBILITIES, SUBSECTION B.20 is added to read as follows:

B.20 Quality Assurance Coordinators will be responsible for ensuring that Contractor and Subcontractors are aligned with evidence-based practices, deliver services with fidelity, meet data entry requirements, and maintain data integrity. Each QA will manage approximately twenty (20) Subcontractors.

5. SECTION B. CONTRACTOR RESPONSIBILITIES, SUBSECTION B.21 is added to read as follows:

B.21 Ensure that programming and staffing resources are allocated and adjusted as necessary to meet the operational needs of each service location and the needs of the clients being served.

6. SECTION C. GENERAL CONTRACT REQUIREMENTS, SUBSECTION C.51 is added to read as follows:

C. 51 Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements-Representation (FAR 52.203-18).

In compliance with Federal Acquisition Regulation 52.203-18, Contractor shall not require employees or subcontractors of Contractor seeking to report waste, fraud, or abuse, to sign internal confidentiality agreements or statement prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting such waste, fraud or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information. To the extent Contractor has required employees or subcontractors to sign internal confidentiality agreements or statements in the past, Contractor shall notify current employees and subcontractors that those prohibitions and restrictions are no longer in effect. Contractor shall include this clause in all subcontracts.

7. SECTION C. GENERAL CONTRACT REQUIREMENTS, SUBSECTION C.52 is added to read as follows:

C.52 Use of Biobased Products (FAR 52.223-1)

Contractor certifies that to the extent biobased products are purchased using Contract funds, Contractor shall comply with Federal Acquisition Regulation 52.223-1

8. SECTION C. GENERAL CONTRACT REQUIREMENTS, SUBSECTION C.53 is added to read as follows:

C.53 Service Contract Labor Standards (FAR 52.222-52, 52.22-53, 22.1003-4)

To the extent applicable, Contractor agrees to comply with and to provide any information necessary for the County to comply with Federal Acquisition Regulations 52.222-52, 52.222-53, and 22.1003-4

9. SECTION D. TERM OF CONTRACT is amended to read as follows:

This Contract is effective as of July 1, 2023 and expires June 30, 2029, but may be terminated earlier in accordance with provisions of this Contract.

10. SECTION E. COUNTY RESPONSIBILITIES, SUBSECTION E.8 is added to read as follows:

E.8 Provide program space within the Barstow and West Valley areas, sufficient to support Contractor's delivery of services at full operational capacity for the term of the contract.

11. SECTION F. FISCAL PROVISIONS is amended as follows:

- a. SUBSECTION F.1 is amended to read as follows:

The maximum amount of reimbursement under this Contract shall not exceed \$49,016,781 for the six-year term (see Attachment B) and shall be subject to availability of other funds to the County. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's Services and expenses incurred in the performance hereof, including travel and per diem. Subject to the terms and conditions of this Contract, the County will provide Contractor with a one-time advanced payment in an amount not to exceed twenty-five percent (25%) of the approved first-year budget for contracted services. Any such advance payment shall be applied against and reconciled with subsequent invoices submitted by Contractor under this Contract in a manner acceptable to the County. Invoices shall be issued with a net thirty (30) day payment term with corresponding Contract number stated on the invoice. The net thirty (30) day payment period shall commence only upon the County's receipt, review, and approval of a complete and accurate invoice.

- b. SUBSECTION F.2.1 is deleted in its entirety.

- c. SUBSECTION F.2.2 is amended to read as follows:

Payment for Services under this Contract will be on a cost reimbursement basis, based on attached budget (see Attachment B) and subject to a net thirty (30) day payment term as set forth in section F.1, above.

d. All other subsections of Section F. FISCAL PROVISIONS remain the same.

12. ATTACHMENT B – PROGRAM ADMINISTRATOR BUDGET DISTRIBUTION is replaced with Attachment B – Program Administrator Budget Distribution attached hereto and incorporated herein.
13. ATTACHMENT C – STAFFING JOB DESCRIPTIONS is replaced with Attachment C – Staffing Job Descriptions attached hereto and incorporated herein.
14. ATTACHMENT D - Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439) is attached and hereby incorporated herein.

Contractor has disclosed to the County using Attachment D – Levine Act - Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439), whether it has made any campaign contributions of more than \$500 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 \$500 to any member of the Board of Supervisors or other County elected officer for 12 months after the County's consideration of the Contract.

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.

All other terms and conditions of Contract No. 23-334 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 Contract. 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.

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

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

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

By ► _____
(Authorized signature - sign in blue ink)

Name Kimberly Selvaggi
(Print or type name of person signing contract)

Title Chief Executive Officer
(Print or Type)

Dated: _____

Address 175 Addison Road, Suite 3

Windsor, CT 06095

FOR COUNTY USE ONLY

Approved as to Legal Form
►
Maria Insixiangmay, Deputy County Counsel
Date _____

Reviewed for Contract Compliance
►
Date _____

Reviewed/Approved by Department
►
Tracy Reece, Chief Probation Officer
Date _____

ATTACHMENT B

Program Administrator Budget FY 2023-2026

Program Administrator Services - Budget Distribution			
Fixed Staffing Costs: Remains unchanged regardless of the number of service locations	Fiscal Year 2023-2024	Fiscal Year 2024-2025	Fiscal Year 2025-2026
State Director (30% of total salary)	\$30,350	\$31,868	\$33,461
Training & Quality Assurance Coach (20% of total salary)	\$10,810	\$11,351	\$11,919
Fixed staffing costs-Total	\$41,160	\$43,219	\$45,380
Variable Staffing Costs: Subject to change with additional service locations			
Program Director (1 per location)	\$75,875	\$159,338	\$250,956
Administrative Assistant (1 per location)	\$41,600	\$87,360	\$137,592
Case Manager (50 Clients P/Case Manager ratio) Minimum of 4	\$194,600	\$204,330	\$214,547
Case Aids (50 Clients per Case Aid ratio) Minimum of 4.4	\$173,885	\$182,579	\$191,708
Quality Assurance Technician (1 FTE)	\$52,000	\$54,600	\$57,330
Other (Relief/overtime as needed)	\$10,000	\$10,500	\$11,025
Employee Benefits (FICA, Workers Comp, Unemployment, Health, Dental, 401K, etc.)	\$191,157	\$206,428	\$223,032
Variable staffing costs-Total	\$739,117	\$905,135	\$1,086,190
Others staffing costs			
Travel/Training (Staff)	\$41,090	\$43,144	\$45,300
Outside payroll Service	\$5,418	\$5,689	\$5,973
Employee relations & recognition	\$387	\$406	\$426
Employee Fees (Background checks, medical expenses, help wanted advertising)	\$1,923	\$2,020	\$2,121
Employee dues and subscriptions	\$200	\$210	\$221
Other staffing costs-Total	\$49,018	\$51,469	\$54,041
Total Staffing Costs	\$829,295	\$999,8233	\$1,185,611
Administrative Fees	\$381,476	\$242,957	\$260,838
Total Staffing costs and Administrative Fees	\$1,210,771	\$1,242,780	\$1,446,449
Operating Expenses (Utilities, Kitchen, Equipment)	\$300,000	\$150,000	\$150,000
Professional Services (Sub-Contractors)	\$3,000,000	\$3,000,000	\$3,000,000
Program Materials (Gift Cards, Supplies)	\$500,000	\$500,000	\$500,000
Estimate Annual contract amount per Fiscal Year**	\$5,010,771	\$4,892,780	\$5,096,449
3-Year Total Budget	\$15,000,000		

**Any unspent budget can be rolled over to the subsequent Fiscal Year.

ATTACHMENT B Continued

Program Administrator Budget FY 2026-2029

Program Administrator Services – Budget Distribution			
Fixed Staffing Costs: Remains unchanged regardless of the number of service locations	Fiscal Year 2026-2027	Fiscal Year 2027-2028	Fiscal Year 2028-2029
State/Area Director (1.3 FTEs)	\$221,270	\$227,908	\$234,745
Training & Quality Assurance Coach (0.50 FTE)	\$42,734	\$44,016	\$45,336
Fixed staffing costs-Total	\$264,004	\$271,924	\$280,081
Variable Staffing Costs: Subject to change with additional service locations			
Program Director (1 per location) (3 FTEs)	\$300,000	\$309,000	\$318,270
Administrative Assistant (1 per location) (3 FTEs)	\$154,565	\$159,202	\$163,978
Case Manager (15 FTEs)	\$850,200	\$875,706	\$901,977
Case Aids (14 FTEs)	\$655,788	\$675,462	\$695,725
Quality Assurance Coordinator (5 FTEs)	\$342,370	\$352,641	\$363,220
Outreach Coordinator (3 FTEs)	\$170,040	\$175,141	\$180,395
Case Manager Supervisor (3 FTEs)	\$202,701	\$208,782	\$215,045
Fiscal Contract Analyst (1 FTE)	\$55,307	\$56,966	\$58,675
HR Business Partner (1 FTE)	\$65,299	\$67,258	\$69,276
IT Generalist (1 FTE)	\$65,299	\$67,258	\$69,276
Senior Administrative Assistant (3 FTEs)	\$169,995	\$175,095	\$180,348
MOVS Manager (1 FTE)	\$81,465	\$83,909	\$86,426
Data & Compliance Analyst (1 FTE)	\$68,572	\$70,629	\$72,748
Facility Coordinator/Consultant (1 FTE)	\$72,000	\$74,160	\$76,385
Other (Relief/overtime as needed)	\$62,435	\$64,298	\$66,218
Employee Benefits (FICA, Workers Comp, Unemployment, Health, Dental, 401K, etc.)	\$832,922	\$857,910	\$883,646
Variable staffing costs-Total	\$4,148,958	\$4,273,417	\$4,401,608
Others staffing costs			
Travel/Training (Staff)	\$156,000	\$160,680	\$165,500
Outside payroll Service	\$36,570	\$37,667	\$38,797
Employee relations & recognition	\$1,725	\$1,777	\$1,830
Employee Fees (Background checks, medical expenses, help wanted advertising)	\$5,003	\$5,153	\$5,308
Employee dues and subscriptions	\$500	\$525	\$551
Other staffing costs-Total	\$199,798	\$205,802	\$211,986
Total Staffing Costs	\$4,612,760	\$4,751,143	\$4,893,675
Administrative Fees			
	\$1,014,807	\$1,045,251	\$1,076,609
Total Staffing costs and Administrative Fees	\$5,627,567	\$5,796,394	\$5,970,284
Operating Expenses (Utilities, Kitchen, Equipment)			
	\$1,823,083	\$1,982,776	\$2,316,677
Professional Services (Sub-Contractors)			
	\$3,000,000	\$3,000,000	\$3,000,000
Program Materials (Gift Cards, Supplies)			
	\$500,000	\$500,000	\$500,000
Estimate Annual contract amount per Fiscal Year**	\$10,950,650	\$11,279,170	\$11,786,961
3-Year Total Budget	\$34,016,781		
Total 6 Year Budget	\$49,016,781		

**Any unspent budget can be rolled over to the subsequent Fiscal Year.

ATTACHMENT C

Staffing Job Descriptions

State/Area Director: will oversee the San Bernardino DRC program and work directly with the Probation Department Program Manager. CSI's State/Area Directors are responsible for the quality assurance and contract compliance of each CA program within their assigned region.

Training and Quality Assurance Coach: facilitates all trainings to enhance program quality. CSI's Trainer will also prepare and maintain quarterly training calendars, monthly reports, semi-annual reports and on-going data in respect to training.

Program Director: will be responsible for the day-to-day operations, staff development and training scheduling, overall program operations, and other administrative functions, including, but not limited to, program development and fiscal management. The Program Director will be on call 24 hours/day and will directly supervise the Case Managers and contracted DRC staff.

Administrative Assistant: will assist the Program Director in all administrative matters and carry out all office management functions, such as answering incoming calls, faxes and emails, and processing incoming supplies and orders.

Outreach Coordinator: will serve as a liaison between the organization and the community by establishing, maintaining, and strengthening relationships with local officials, community based organizations, and the general public. Outreach Coordinators will coordinate and participate in community events, conduct public relations and outreach efforts, identify community service opportunities and ensure effective communication between the agency and external stakeholders.

Case Manager Supervisor: will supervise all case managers and their duties. Ensures community safety and effective program operation through internal and external monitoring of client activities and program services.

Case Managers: will be responsible for coordinating intakes, completing all assessments, developing individual case plans with clients, and making all service referrals. Case Managers will provide advocacy and support to DRC clients who are on their caseload. Ensure that programming and staffing resources shift based on the needs of the various locations, clients being served. 50 Clients per Case Manager ratio is recommended.

Case Aides: are responsible for security functions, client supervision and program operations. Case Aides will also be responsible for collecting urine samples from clients, preparing meals, providing/coordinating limited transportation, implementing maintenance and sanitation policies, monitoring program resources, and other program support functions. 50 Clients per Case Aide ratio is recommended.

Quality Assurance Coordinator: will be responsible for ensuring all evidence-based programs and practices are provided with fidelity to the model and appropriate certifications are obtained/up to date for all CSI staff and subcontractors. CSI's QA Coordinator will also complete case file audits to ensure appropriate documentation in CSI's online database as well as any identified County database approved for utilization by the DRC.

Fiscal Contract Analyst: The Contract Analyst will act to monitor and process contracts, prepare budgets, and prepare reports. They will support all other duties assigned related to CSI's accounts receivable policies and procedures.

HR Business Partner: Responsible for the day-to-day administration of Human Resources functions for designated programs. Provide guidance to supervisors and employees on issues relating to personnel policy, employee relations, benefits, time and attendance.

IT Generalist: Work closely with the IT staff to coordinate client support, assist with maintaining standards and processes for the information technology department, equipment, and support procedures.

Senior Administrative Assistant: Senior Administrative Assistant will be responsible for client-related purchase processing, tracking and reporting. They will conduct vendor onboarding and insurance verification. Duties will also include Invoice packet review and submission, support, as well as purchase documentation and delivery tracking. They will also provide administrative support to the Area (State) Director.

Map Operations and Vendor Services (MOVS) Manager: MOVS Manager will be the County and funder liaison for the business functions assigned to the M.A.P. program, in addition to managing the MOVS business unit. They will oversee subcontractor contracting and compliance oversight and will be responsible for risk management, corrective action oversight, reporting, coordination and approvals.

Data Compliance Analyst: Data & Compliance Analyst will work under the direction of the CSI Director of Quality Improvement. They will ensure proper Subcontractor data management system set up, ensure data integrity, and produce needed reports. They will provide information to M.A.P. leadership regarding client and program outcomes, data analysis, reporting, and maintain compliance calendars and help manage documentation.

Facility Coordinator/Consultant: Facility Coordinator will manage new facility acquisition, coordinate and facilitate office moves, acquisition of furniture and supplies, and plan and coordinate with staff and County officials.



ATTACHMENT D Levine Act – Campaign Contribution Disclosure (formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or County policy
- Contracts with labor unions regarding employee salaries and benefits
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of development agreements unless there is a material modification or amendment to the agreement
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

DEFINITIONS

Actively supporting or opposing 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: Community Solutions, 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
N/A	

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 \$500, made to any member of the San Bernardino County Board of Supervisors or other County elected officer involved with this contract 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. Has an agent of Contractor made a campaign contribution of any amount to any member of the San Bernardino County Board of Supervisors or other elected officer involved with this Contract while award of this Contract is being considered?

No

Yes If **yes**, please provide the contribution information in Question 11.

11. Name of Board of Supervisor Member or other County elected officer: _____

Name of Contributor: _____

Date(s) of Contribution(s): _____

Amount(s): _____

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

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor acknowledges that agents are prohibited from making any campaign contributions, regardless of amount, to any member of the Board of Supervisors or other County elected officer involved with this Contract, while award of this Contract is being considered and for 12 months after a final decision by the County. Contractor understands that the other individuals and entities (excluding agents) listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer involved with this Contract, while award of this Contract is being considered and for 12 months after a final decision by the County.