



**Contract Number**

22-88 A-1

**SAP Number**

4400010984

## Children and Family Services

<b>Department Contract Representative</b>	<u>Kris Bussard, Contract Analyst</u>
<b>Telephone Number</b>	<u>(909) 386-8395</u>
<b>Contractor</b>	<u>Family Assistance Program</u>
<b>Contractor Representative</b>	<u>Darryl Evey</u>
<b>Telephone Number</b>	<u>(760) 843-0701</u>
<b>Contract Term</b>	<u>February 9, 2022, through August 31, 2024</u>
<b>Original Contract Amount</b>	<u>\$2,074,440</u>
<b>Amendment Amount</b>	<u>\$2,345,808</u>
<b>Total Contract Amount</b>	<u>\$4,420,248</u>
<b>Cost Center</b>	<u>5017031000</u>

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 1:**

It is hereby agreed to amend Contract No. 22-88, effective immediately upon execution, as follows:

**SECTION II. CONTRACTOR SERVICE RESPONSIBILITIES**

**Amend Paragraph A to read as follows:**

- A. Under a No Reject/No Eject Policy, have available eighteen (18) shelter beds for male and female Court Dependent or CFS Dependent Youth at two (2) shelter locations; twelve (12) shelter beds are allocated at one shelter location, while six (6) shelter beds are designated within another shelter location. Youth will be ages 11 through 17, including high-risk youth, such as youth with substance abuse issues, violent tendencies, and histories of sexual abuse.

**Add Paragraphs DD through FF to read as follows:**

- DD. Provide Social Workers that meet the following minimum qualifications:
  - 1. Possession of a Bachelor’s degree in Social Work, Counseling, or a related field, accompanied by a minimum of three (3) years of experience working with youth who have experienced trauma or youth in crisis situations, or
  - 2. Possession of a Master’s degree in Social Work, Counseling, or a related field.
- EE. Provide Crisis Intervention Counselors that meet the following minimum qualifications:

1. Possession of a Bachelor's degree in Social Work, Counseling, or a related field, along with a minimum of two (2) years of experience working with youth who have experienced trauma or youth in crisis situations, or
  2. Possession of a Master's degree in Social Work, Counseling, or a related field.
- FF. Provide services based on the rates specified and maintain each position as outlined in the Program Budget (Attachment C).

### **SECTION III. CONTRACTOR GENERAL RESPONSIBILITIES**

#### **Add Paragraphs JJ and KK to read as follows:**

- JJ. **Executive Order N-6-22 Russian 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.
- KK. **Campaign Contribution Disclosure (SB 1439)** – Contractor has disclosed to the County using Attachment D – Campaign Contribution Disclosure (AB 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 reimbursement shall not exceed \$4,420,248 and shall be subject to availability of 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.

#### **Amend Paragraph C to read as follows:**

- C. If, at any time during the course of the Contract, Contractor is not able to provide all eighteen (18) shelter beds, it is at the County’s discretion to prorate the operating costs for the given time period the beds were not available.

**Amend Paragraph F as follows:**

- F. Costs for services under the terms of this Contract shall be incurred during the contract period except as approved by the County. Contractor shall not use funds from one budget period to pay prior or future period obligations.

**Add Section V., Paragraphs J and K to read as follows:**

- J. Any start-up costs that are paid to the shelter prior to being fully licensed will be repaid to the County if licensure is not obtained prior to the end of the contract.
- K. The Contractor shall not include in their invoice any charges related to staffing and expenses incurred during the expansion of the new expansion facility guaranteeing six (6) additional beds until 30 days prior to the Contractor's capacity to accept and house youth at said facility. It is incumbent upon the Contractor to obtain all necessary licenses relevant to the expansion. If the Contractor fails to secure all required licenses, they shall be held responsible for reimbursing the County for any funds disbursed for the purpose of the expansion costs.

**SECTION VIII. TERM**

**Amend Section to read as follows:**

This Contract is effective as of February 9, 2022 and is extended from the original expiration date of February 29, 2024, to expire on August 31, 2024, but may be terminated earlier in accordance with provisions of Section IX of the Contract. The Contract term may be extended for two (2) additional one (1) year periods by mutual agreement of the parties.

**ATTACHMENT C**

Add Revised Attachment C – Program Budget, which is attached to this Amendment No. 1 and incorporated by reference.

**ATTACHMENT D**

Add attachment D – Campaign Contribution Disclosure (SB 1439)

All other terms and conditions of Contract No. 22-88 remain in full force and effect.

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

Family Assistance Program  
\_\_\_\_\_  
*(Print or type name of corporation, company, contractor, etc.)*

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

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

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

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

Address 15075 7th Street  
\_\_\_\_\_  
Victorville, CA 92395  
\_\_\_\_\_

**FOR COUNTY USE ONLY**

Approved as to Legal Form  
\_\_\_\_\_  
Kaleigh Ragon, Deputy County Counsel  
Date \_\_\_\_\_

Reviewed for Contract Compliance  
\_\_\_\_\_  
Patty Steven, Contracts Manager  
Date \_\_\_\_\_

Reviewed/Approved by Department  
\_\_\_\_\_  
Jeany Zepeda, Director  
Date \_\_\_\_\_

## February 9, 2022 – February 28, 2023

## SALARY AND BENEFITS

Description	Total FTEs	Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Job Title: Shelter Manager	1.00			
Salary	1.00	\$ 62,400.00	100.00%	\$ 62,400.00
Benefits (30% Of salary)	1.00	\$ 18,720.00	100.00%	\$ 18,720.00
Project Manager	0.25			
Salary	0.25	\$ 20,000.00	50.00%	\$ 10,000.00
Benefits (30% Of salary)	0.25	\$ 6,000.00	50.00%	\$ 3,000.00
Job Title: Licensed Clinical Social Worker	1.00			
Salary	1.00	\$ 72,800.00	100.00%	\$ 72,800.00
Benefits (30% Of salary)	1.00	\$ 21,840.00	100.00%	\$ 21,840.00
Job Title: Lead Staff	3.00			
Salary	3.00	\$ 156,000.00	100.00%	\$ 156,000.00
Benefits (30% Of salary)	3.00	\$ 46,800.00	100.00%	\$ 46,800.00
Job Title: Shelter Staff	8.50			
Salary	8.50	\$ 353,600.00	100.00%	\$ 353,600.00
Benefits (30% Of salary)	8.50	\$ 106,080.00	100.00%	\$ 106,080.00
<b>Subtotals:</b>		<b>\$ 864,240.00</b>		<b>\$ 851,240.00</b>

## OPERATIONAL COSTS

Description	Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Transportation (Auto Expense)	\$ 8,400.00	100.00%	\$ 8,400.00
Liability Insurance	\$ 80,000.00	10.00%	\$ 8,000.00
Facility Charges	\$ 48,000.00	70.00%	\$ 33,600.00
Security	\$ 25,000.00	100.00%	\$ 25,000.00
Office Supplies	\$ 2,400.00	100.00%	\$ 2,400.00
Facility Charges - Maintenance and Repairs	\$ 79,000.00	100.00%	\$ 79,000.00
Staff Training	\$ 20,000.00	100.00%	\$ 20,000.00
Utilities and Telephone	\$ 20,400.00	100.00%	\$ 20,400.00
Client Expenditures - Clothing	\$ 14,400.00	100.00%	\$ 14,400.00
Client Expenditures - Food	\$ 26,280.00	100.00%	\$ 26,280.00
<b>Total Operational Costs:</b>			<b>\$ 237,480.00</b>

TOTAL ANNUAL BUDGET:

**\$ 1,088,720.00**

March 1, 2023 – August 31, 2023

## SALARY AND BENEFITS

Description	Total FTEs	Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Job Title: Shelter Manager	1.00			
Salary	1.00	\$ 62,400.00	100.00%	\$ 62,400.00
Benefits	1.00	\$ 18,720.00	100.00%	\$ 18,720.00
Job Title: Licensed Clinical Social Worker	1.00			
Salary	1.00	\$ 72,800.00	100.00%	\$ 72,800.00
Benefits	1.00	\$ 21,840.00	100.00%	\$ 21,840.00
Job Title: Lead Staff	3.00			
Salary	3.00	\$ 156,000.00	100.00%	\$ 156,000.00
Benefits	3.00	\$ 46,800.00	100.00%	\$ 46,800.00
Job Title: Shelter Staff	8.50			
Salary	8.50	\$ 353,600.00	100.00%	\$ 353,600.00
Benefits	8.50	\$ 106,080.00	100.00%	\$ 106,080.00
<b>Subtotals:</b>		<b>\$ 838,240.00</b>		<b>\$ 838,240.00</b>

## OPERATIONAL COSTS

Description		Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Transportation (Auto Expense)		\$ 8,400.00	100.00%	\$ 8,400.00
Liability Insurance		\$ 80,000.00	10.00%	\$ 8,000.00
Facility Charges		\$ 48,000.00	70.00%	\$ 33,600.00
Office Supplies		\$ 2,400.00	100.00%	\$ 2,400.00
Maintenance and Repairs		\$ 24,000.00	100.00%	\$ 24,000.00
Staff Training		\$ 10,000.00	100.00%	\$ 10,000.00
Utilities and Telephone		\$ 20,400.00	100.00%	\$ 20,400.00
Client Expenditures - Clothing		\$ 14,400.00	100.00%	\$ 14,400.00
Client Expenditures - Food		\$ 26,280.00	100.00%	\$ 26,280.00
<b>Total Operational Costs:</b>				<b>\$ 147,480.00</b>
<b>TOTAL PERIOD BUDGET:</b>				<b>\$ 985,720.00</b>

**FAMILY ASSISTANCE PROGRAM**  
**Youth Shelter for Children and Family Services**  
**September 1, 2023 - August 31, 2024**

**SALARY AND BENEFITS**

Description	Total FTEs	Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Job Title: Shelter Manager	2.00			
Salary	2.00	\$ 176,640.00	100.00%	\$ 176,640.00
Benefits	2.00	\$ 52,992.00	100.00%	\$ 52,992.00
Job Title: Social Worker	1.00			
Salary	1.00	\$ 96,600.00	100.00%	\$ 96,600.00
Benefits	1.00	\$ 28,980.00	100.00%	\$ 28,980.00
Job Title: Lead Staff	6.00			
Salary	6.00	\$ 414,000.00	100.00%	\$ 414,000.00
Benefits	6.00	\$ 124,200.00	100.00%	\$ 124,200.00
Job Title: Shelter Staff	12.00			
Salary	12.00	\$ 662,400.00	100.00%	\$ 662,400.00
Benefits	12.00	\$ 165,600.00	100.00%	\$ 165,600.00
Job Title: Crisis Intervention Counselor	1.00			
Salary	1.00	\$ 88,320.00	100.00%	\$ 88,320.00
Benefits	1.00	\$ 26,496.00	100.00%	\$ 26,496.00
<b>Subtotals:</b>		<b>\$ 1,836,228.00</b>		<b>\$ 1,836,228.00</b>

**OPERATIONAL**

Description		Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Transportation		\$ 24,000.00	100.00%	\$ 24,000.00
Liability Insurance		\$ 96,000.00	20.00%	\$ 19,200.00
Facility Charges		\$ 120,000.00	100.00%	\$ 120,000.00
Office Supplies		\$ 6,000.00	100.00%	\$ 6,000.00
Maintenance and Repairs		\$ 48,000.00	100.00%	\$ 48,000.00
Staff Training		\$ 24,000.00	100.00%	\$ 24,000.00
Utilities and Telephone		\$ 36,000.00	100.00%	\$ 36,000.00
Client Expenditures - Activities		\$ 36,000.00	100.00%	\$ 36,000.00
Client Expenditures - Clothing		\$ 43,200.00	100.00%	\$ 43,200.00
Client Expenditures - Consumable		\$ 65,700.00	100.00%	\$ 65,700.00
				<b>\$ 422,100.00</b>

**TOTAL ANNUAL BUDGET:**

**\$ 2,258,328.00**

**FAMILY ASSISTANCE PROGRAM**  
**Six-Bed Youth Shelter for Children and Family Services**  
**September 1, 2023 - August 31, 2024**

**SALARY AND BENEFITS**

Description	Total FTEs	Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Project Manager	1.00			
Salary \$40 per hour	1.00	\$ 19,200.00	50.00%	\$ 9,600.00
Benefits (30% of salary)	1.00	\$ 5,760.00	50.00%	\$ 2,880.00
<b>Subtotals:</b>		<b>\$ 24,960.00</b>		<b>\$ 12,480.00</b>

**OPERATIONAL**

Description		Total Cost to the Organization	Percent Charged to Program	Proposed Budget Amounts
Facility Charges		\$ 20,000.00	100.00%	\$ 20,000.00
Security		\$ 5,000.00	100.00%	\$ 5,000.00
Facility Charges - Modifications		\$ 50,000.00	100.00%	\$ 50,000.00
		\$ -		\$ -
<b>Total Operational Expenses:</b>				<b>\$ 75,000.00</b>

**TOTAL START-UP BUDGET:**

**\$ 87,480.00**





## 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 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: \_\_\_\_\_
2. Name of Principal (i.e., CEO/President) of Contractor, **if** the individual actively supports the matter **and** has a financial interest in the decision:  
\_\_\_\_\_
3. Name of agent of Contractor:

Company Name	Agent(s)

4. Name of any known lobbyist(s) who actively supports or opposes this matter:

Company Name	Contact

5. 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):

6. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?

Yes                       No

7. Name of any known individuals/companies who are not listed in Questions 1-5, 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

8. Was a campaign contribution, of more than \$250, made to any member of the San Bernardino County Board of Supervisors on or after January 1, 2023, by any of the individuals or entities listed in Question Nos. 1-7?

No  If **no**, please skip Question No. 9 and sign and date this form.

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

9. Name of Board of Supervisor Member: \_\_\_\_\_

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

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

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

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. 1-7 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.