



**Contract Number**

17-148 A-2

**SAP Number**

4400009479

**Department of Behavioral Health**

<b>Department Contract Representative</b>	<u>Deborah Forthun</u>
<b>Telephone Number</b>	<u>(909) 388-0862</u>
<b>Contractor</b>	<u>Valley Star Behavioral Health, Inc.</u>
<b>Contractor Representative</b>	<u>Rick Klotz</u>
<b>Telephone Number</b>	<u>(909) 388-2222</u>
<b>Contract Term</b>	<u>April 4, 2017 – June 30, 2022</u>
<b>Original Contract Amount</b>	<u>\$25,208,333</u>
<b>Amendment Amount</b>	<u>\$200,000</u>
<b>Total Contract Amount</b>	<u>\$25,408,333</u>
<b>Cost Center</b>	<u>9204332200</u>

THIS CONTRACT is entered into in the State of California by and between the County of San Bernardino, 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. 17-148** by and between the County of San Bernardino, a political subdivision of the State of California, and Contractor provision of Crisis Residential Treatment program services, which Contract first became effective April 4, 2017 the following changes are hereby made and agreed to, effective June 9, 2020:

- I. ARTICLE IV Funding and Budgetary Restrictions paragraph J is hereby added to read as follows:
  - J. The maximum financial obligation under this contract shall not exceed \$5,200,000 (\$2,600,000 for each location) for FY 2019-20. This contract is increased by \$200,000 for FY 2019-2020. This amendment shall increase the total contract amount from \$25,208,333 to \$25,408,333.
- II. Schedules A and B for FY 2019-20 are hereby revised and attached. All previously approved schedules remain in effect.

III. 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.

COUNTY OF SAN BERNARDINO

Valley Star Behavioral Health, Inc.

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

\_\_\_\_\_  
Curt Hagman, Chairman, 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 the County of San Bernardino

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

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

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

Address \_\_\_\_\_

**FOR COUNTY USE ONLY**

Approved as to Legal Form  
  
Dawn Martin, Deputy County Counsel  
Date \_\_\_\_\_

Reviewed for Contract Compliance  
  
Natalie Kessee, Contracts Manager  
Date \_\_\_\_\_

Reviewed/Approved by Department  
  
Veronica Kelley, Director  
Date \_\_\_\_\_

SCHEDULE A - Planning Estimates		SAN BERNARDINO COUNTY								
		DEPARTMENT OF BEHAVIORAL HEALTH					Contractor Name: Valley Star Behavioral Health			
Actual Cost Contract (cost reimbursement)		East Valley (Casa Paseo)					Provider #			
		Crisis Residential Treatment					Contract# 17-148			
		FY 2019 - 2020					Address: 720 E. Gilbert Street			
Prepared by: Gary Barnes		July 1, 2019 - June 30, 2020					San Bernardino, CA 92408			
Title: Assistant CFO							Date Form Completed: August 2, 2019			
		<b>Revised</b>					Date Form Revised: August 2, 2019			
LINE	MODE OF SERVICE	15-Outpatient	15-Outpatient	05- 24 hr. Svcs	60- Support	60 - Support				
#	SERVICE FUNCTION	Case Management (01-09)	Medication Support (60)	Adult Crisis Residential (40-49)	Client Flexible Support (72)	Other Non-Medi-Cal Client Support (78)	Operating Income	TOTAL		
1	100% Distribution %	0.00%	1.95%	82.45%	0.00%	15.59%	0.00%			
<b>EXPENSES</b>										
2	SALARIES	49	23,256	981,142	0	185,555	0	1,190,002		
3	BENEFITS	14	6,395	269,816	0	51,028	0	327,253		
	<b>(2+3 must equal total staffing costs)</b>	63	29,652	1,250,958	0	236,582	0	1,517,255		
4	OPERATING EXPENSES	37	17,348	731,899	82,000	138,418	113,043	1,082,745		
5	TOTAL EXPENSES (2+3+4)	100	47,000	1,982,857	82,000	375,000	113,043	2,600,000		
<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		
11	CONTRACT AMOUNT (5-10)	100	47,000	1,982,857	82,000	375,000	113,043	2,600,000		
<b>FUNDING</b>										
	Mix %	Share %								
12	75.00% MEDI-CAL (FFP)	50.00%	38	17,625	743,571	0	0	0	761,234	
13	50.00% EPSDT (2011 Realignment)	36.03%	14	6,350	267,909	0	0	0	274,273	
14	MHSA MATCH	13.97%	23	11,275	475,663	0	0	0	486,961	
15	MHSA FUNDING		25	11,750	495,714	82,000	375,000	113,043	1,077,532	
16	0.00% REALIGNMENT - NET COUNTY		0	0	0	0	0	0	0	
17									0	
18	FUNDING TOTAL		100	47,000	1,982,857	82,000	375,000	113,043	2,600,000	
19	NET COUNTY FUNDS (Local Cost) <b>MUST = ZERO</b>		0	0	0	0	0	0	0	
20	STATE FUNDING (Including Realignment)		62	29,375	1,239,286	82,000	375,000	113,043	1,838,766	
21	FEDERAL FUNDING		38	17,625	743,571	0	0	0	761,234	
22	TOTAL FUNDING		100	47,000	1,982,857	82,000	375,000	113,043	2,600,000	
23	SCHEDULE OF MAXIMUM ALLOWANCES (CCR)		2.12	5.06	365.35					
24	TARGET COST PER UNIT OF SERVICE		1.83	4.58	365.35					
25	UNITS OF TIME (Minutes) or (Days)		55	10,262	5,427			Minutes 10317		Days 5,427

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH										
STAFFING DETAIL										
FY 2019 - 2020										
July 1, 2019 - June 30, 2020 (12 months) Crisis Residential Treatment										
Staffing Detail - Personnel (Includes Personal Services Contracts for Professional Services)										
CONTRACTOR NAME: Valley Star Behavioral Health										
Name	Degree/ License	Position Title	Full Time Annual Salary*	Full Time Fringe Benefits*	Total Full Time Salaries & Benefits*	% Cost Allocated Contract Services	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
TBD	Masters and licensed by BBS	Licensed Program/Clinical Director	43,170	11,872	55,042	100%	55,042	2,080	43,170	11,872
TBD	Masters, BBS intern	Mental Health Specialists II	54,080	14,872	68,952	100%	68,952	2,080	54,080	14,872
TBD	Masters, BBS intern	Mental Health Specialists II	47,466	13,053	60,519	100%	60,519	2,080	47,466	13,053
TBD	Masters, BBS intern	Mental Health Specialists II	47,466	13,053	60,519	100%	60,519	2,080	47,466	13,053
TBD	Registered Nurse	RN	84,989	23,372	108,361	80%	86,689	1,664	67,991	18,698
TBD	Licensed Vocational Nurse	LVN	45,406	12,487	57,893	100%	57,893	2,080	45,406	12,487
TBD	Licensed Vocational Nurse	LVN	45,406	12,487	57,893	100%	57,893	2,080	45,406	12,487
TBD	Licensed Vocational Nurse	LVN	45,406	12,487	57,893	100%	57,893	2,080	45,406	12,487
TBD	Licensed Vocational Nurse	LVN	45,406	12,487	57,893	100%	57,893	2,080	45,406	12,487
TBD	Licensed Vocational Nurse	LVN	45,406	12,487	57,893	100%	57,893	2,080	45,406	12,487
TBD	Bachelors	Program Manager	67,808	18,647	86,455	100%	86,455	2,080	67,808	18,647
TBD	Bachelors	Resource Specialist/Substance Abuse Counselor	38,750	10,656	49,407	100%	49,407	2,080	38,750	10,656
TBD	Bachelors	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	CAADAC or other substance use certification	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Household Coach	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Household Coach	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Household Coach	26,000	7,150	33,150	100%	33,150	2,080	26,000	7,150
TBD	GED/HS Diploma	Peer Counselor	24,586	6,761	31,347	100%	31,347	2,080	24,586	6,761
TBD	GED/HS Diploma	Peer Counselor	24,586	6,761	31,347	100%	31,347	2,080	24,586	6,761
TBD	Bachelors, Masters preferred	Administrator	123,843	34,057	157,900	10%	15,790	208	12,384	3,406
TBD	Bachelors or licensed nurse	Assistant Administrator	85,000	23,375	108,375	63%	68,276	1,310	53,550	14,726
TBD	Bachelors, Masters preferred	HR/Training	65,000	17,875	82,875	30%	24,863	624	19,500	5,363
TBD	GED/HS Diploma	QA/Medical Records	46,675	12,836	59,511	100%	59,511	2,080	46,675	12,836
TBD	GED/HS Diploma	Billing Clerk/Receptionist	24,960	6,864	31,824	100%	31,824	2,080	24,960	6,864
									0	0
									1,190,002	327,253
						<b>TOTAL COST:</b>	1,517,255			
<b>Detail of Fringe Benefits:</b> Employer FICA/Medicare, Workers Compensation, Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits										
* = Sub-Contracted Person listed on Schedule "A" Planning as operating expenses, not salaries & benefits.										

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
Crisis Residential Team  
FY 2019 - 2020**

Contractor Name: **Valley Star Behavioral Health**  
 Provider #  
 Contract/RFP# **17-148**  
 Address: **720 E. Gilbert Street  
 San Bernardino, CA 92408**  
 Date Form Completed: August 2, 2019  
 Date Form Revised: August 2, 2019

Prepared by: Gary Barnes  
 Title: Assistant CFO

**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.**

**July 1, 2019 - June 30, 2020**

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 PSYCHIATRIST/MED SUPPORT	\$120,000	0%	\$0	100%	\$120,000
2 PROFESSIONAL FEES	\$11,000	0%	\$0	100%	\$11,000
3 PURCHASED SERVICES	\$40,911	0%	\$0	100%	\$40,911
4 TRANSPORTATION- GAS, INS, MAINT	\$6,832	0%	\$0	100%	\$6,832
5 MAINTENANCE	\$420	0%	\$0	100%	\$420
6 SUPPLIES-HOUSE MEDS	\$4,800	0%	\$0	100%	\$4,800
7 SUPPLIES-MEDICAL	\$10,800	0%	\$0	100%	\$10,800
8 SUPPLIES NON-MEDICAL	\$2,400	0%	\$0	100%	\$2,400
9 MEDICAL RECORD SUPPLIES	\$0	0%	\$0	100%	\$0
10 OFFICE SUPPLIES	\$7,000	0%	\$0	100%	\$7,000
11 HOUSEKEEPING SUPPLIES	\$2,348	0%	\$0	100%	\$2,348
12 FOOD	\$44,500	0%	\$0	100%	\$44,500
13 SUPPLIES- NON PERISHABLE	\$900	0%	\$0	100%	\$900
14 RENT	\$254,016	0%	\$0	100%	\$254,016
15 UTILITIES	\$0	0%	\$0	100%	\$0
16 LAUNDRY & LINEN	\$1,200	0%	\$0	100%	\$1,200
17 LEASED EQUIPMENT	\$13,725	0%	\$0	100%	\$13,725
18 MINOR EQUIPMENT	\$2,000	0%	\$0	100%	\$2,000
19 TELEPHONE	\$4,700	0%	\$0	100%	\$4,700
20 DEPRECIATION	\$12,800	0%	\$0	100%	\$12,800
21 CLIENT SUPPORT SERVICES	\$82,000	0%	\$0	100%	\$82,000
22 CENTRALIZED SERVICE - ADMIN	\$238,549	0%	\$0	100%	\$238,549
23 CENTRALIZED SERVICE - PROGRAM	\$64,889	0%	\$0	100%	\$64,889
24 EDUCATION & TRAINING	\$2,240	0%	\$0	100%	\$2,240
25 LICENSES-BUSINESS	\$975	0%	\$0	100%	\$975
26 TRAVEL	\$11,677	0%	\$0	100%	\$11,677
27 RECRUITMENT	\$7,770	0%	\$0	100%	\$7,770
28 GENERAL INSURANCE	\$12,400	0%	\$0	100%	\$12,400
29 PROPERTY TAXES	\$8,850	0%	\$0	100%	\$8,850
30 OPERATING INCOME	\$113,043	0%	\$0	100%	\$113,043
<b>SUBTOTAL B:</b>	\$1,082,745		\$0		\$1,082,745
Less Operating Income	\$113,043				\$113,043
Less Client Support Services	\$82,000				\$34,132
	\$887,702				\$887,702
<b>GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:</b>					\$2,600,000

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2019 - 2020**

Contractor Name: **Valley Star Behavioral Health**  
 Provider #:  
 Contract/RFP# **17-148**  
 Address: **720 E. Gilbert Street**  
**San Bernardino, CA 92408**  
 Date Form Completed: August 2, 2019  
 Date Form Revised: August 2, 2019

Prepared by: Gary Barnes  
 Title: Assistant CFO

**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.**

**July 1, 2019 - June 30, 2020**

ITEM	Justification of Cost
1 PSYCHIATRIST	Contract Psychiatrist is paid a flat rate of \$10,000 a month. Which includes Med Support, On Call support, evaluations and attend staff meetings.
2 PROFESSIONAL FEES	AUDIT FEES & REGISTERED DIETICIAN 6 hours/month (\$320 Month X 12 = \$3,840)
3 PURCHASED SERVICES	ADP PAYROLL PROCESSING FEES, SHREDDING, WASTE SERVICES, CABLE, WATER SERVICE, SHIPPING COSTS
4 TRANSPORTATION- GAS, INS, MAINT	COSTS OF FUEL AND MAINTENANCE OF VEHICLES TO TRANSPORT CLIENTS
5 MAINTENANCE	COSTS OF LOCKSMITH, QUARTERLY EXTERMINATOR, JANITORIAL, LANDSCAPING
6 SUPPLIES-HOUSE MEDS	MEDICATIONS SUCH AS ASPIRIN, FIRST AID KIT, OVER THE COUNTER MEDICATIONS
7 SUPPLIES-MEDICAL	TWO WEEK SUPPLY OF PRESCRIPTION MEDICATIONS, AND MONTHLY MEDICATIONS
8 SUPPLIES NON-MEDICAL	TOILETRIES SUCH AS COMBS, TOOTHBRUSH, FEMALE HYGIENE PRODUCTS
9 MEDICAL RECORD SUPPLIES	MEDICAL RECORDS, CHARTS, FORMS AND COPYING
10 OFFICE SUPPLIES	PAPER, PRINTER SUPPLIES, ENVELOPES, PENS, ETC
11 HOUSEKEEPING SUPPLIES	INCLUDES SUPPLIES SUCH AS DISINFECTANT WIPES, VINYL GLOVES AND POWER CLEANERS ETC.
12 FOOD	MEALS FOR CLIENTS
13 SUPPLIES- NON PERISHABLE	PAPERPLATES, UTENSILS, CUPS, NAPKINS ETC.
14 RENT	FACILITY RENT WHICH INCLUDES UTILITIES, BASIC JANITORIAL SERVICES AND BUILDING MAINTENANCE.
15 UTILITIES	ELECTRIC, GAS, WATER, TRASH
16 LAUNDRY & LINEN	TOWELS, SHEETS AND BLANKETS
17 LEASED EQUIPMENT	COST OF COPIER MACHINE BASE CHARGE AND OVERAGES
18 MINOR EQUIPMENT	MINOR EQUIPMENT LESS THAN \$5000 WHICH INCLUDES COMPUTERS, PRINTERS, SOFTWARE AND LICENSES.
19 TELEPHONE	MONTHLY BASE COST FOR FACILITY LANDLINE, INTERNET and CELLPHONE REIMBURSEMENT FOR ADMINISTRATOR AND MANAGERS
20 DEPRECIATION	COST OF DEPRECIATING FOR 2 VANS
21 CLIENT SUPPORT SERVICES	COST OF PROVIDING SUPPORT TO CLIENTS AND THEIR CAREGIVERS SUCH CLOTHING AND SOCIALIZATION RECREATION ACTIVITIES
22 CENTRALIZED SERVICE - ADMIN	THIS IS AN ALLOCATION FROM STARS BEHAVIORAL HEALTH GROUP OF ADMINISTRATION, INFORMATION TECHNOLOGY, HUMAN RESOURCES, COMMUNICATIONS, FINANCE, AND ASSOCIATED FRINGE BENEFITS AND EXPENSES. COSTS CAN BE UP TO 10% of direct costs. (Total of 15% of direct cost (with 5% of Operating income))
23 CENTRALIZED SERVICE - PROGRAM	THIS IS A PROGRAM ALLOCATION FROM STARS BEHAVIORAL HEALTH GROUP OF TRAINING, OUTCOME RESEARCH AND PROGRAM PRACTICES, ELECTRONIC MEDICAL RECORDS, QUALITY ASSURANCE, AND ASSOCIATED EMPLOYEE BENEFITS AND EXPENSES BASED ON HISTORICAL COSTS.
24 EDUCATION & TRAINING	ONGOING REQUIRED TRAINING FOR STAFF
25 LICENSES-BUSINESS	SAN BERNARDINO COUNTY BUSINESS LICENSE
26 TRAVEL	LODGING AND MILEAGE @ .58 cents
27 RECRUITMENT	ADVERTISING/CLASSIFIED/BACKGROUND CHECKS/PHYSICAL EXAMS ETC
28 GENERAL INSURANCE	PROPERTY AND PROFESSIONAL LIABILITY INSURANCE
29 PROPERTY TAXES	SELF-DESCRIPTIVE
30 OPERATING INCOME	Calculated at 5% of cost (Mode 60). Indirect administration is 10% for a total of 15% of the direct costs (Total Indirect Admin. and Operating Income cannot exceed 15% of direct costs)

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2019 - 2020**

Mode 15 and Mode 5 - Service Projections

Contractor Name: Valley Star Behavioral Health  
 Provider #  
 Contract/RFP#: 17-148  
 Address: 720 E. Gilbert Street  
 San Bernardino, CA 92408  
 Date Form Completed: August 2, 2019  
 Date Form Revised: August 2, 2019

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Required Productivity (based on 168 hours per month per FTE)	Case Management (01-09)		Medication Support (60)			Estimated Number of Unduplicated Clients Served
Jul-19	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	23
Aug-19	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	16
Sep-19	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	4
Oct-19	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	9
Nov-19	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	7
Dec-19	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	14
Jan-20	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	16
Feb-20	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	10
Mar-20	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	8
Apr-20	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	8
May-20	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	8
Jun-20	860	0.19	45%	\$8	\$0	\$3,917	\$0	\$0	8
<b>TOTAL</b>	<b>10,317</b>			<b>\$100</b>		<b>\$47,000</b>			<b>131</b>

MONTH	Estimated Units of Service (Days)	Planned Clinical FTE's	Required Productivity (based on 21 days per month per FTE)	Adult Crisis Residential (Day) 05 (40-49)	Estimated Number of Unduplicated Clients Served
Jul-19	457	25.20	86%	\$167,065	23
Aug-19	457	25.20	86%	\$167,065	16
Sep-19	457	25.20	86%	\$167,065	4
Oct-19	457	25.20	86%	\$167,065	9
Nov-19	457	25.20	86%	\$167,065	7
Dec-19	457	25.20	86%	\$167,065	14
Jan-20	457	25.20	86%	\$167,065	16
Feb-20	457	25.20	86%	\$167,065	10
Mar-20	457	25.20	86%	\$167,065	8
Apr-20	457	25.20	86%	\$167,065	8
May-20	457	25.20	86%	\$167,065	8
Jun-20	457	25.20	86%	\$167,065	8
<b>TOTAL</b>	<b>5,427</b>			<b>\$1,982,857</b>	<b>131</b>

SCHEDULE A - Planning Estimates		SAN BERNARDINO COUNTY								
		DEPARTMENT OF BEHAVIORAL HEALTH					Contractor Name: Valley Star Behavioral Health			
<b>Actual Cost Contract (cost reimbursement)</b>		<b>High Desert (Desert Hill)</b>					Provider #			
<b>REVISED</b>		<b>Crisis Residential Treatment</b>					Contract/RFP# CRT - High Desert 17-710			
Prepared by: Gary Barnes		FY 2019 - 2020					Address: 16552 Sunhill Dr			
Title: Assistant CFO		July 1, 2019 - June 30, 2020					Victorville, CA			
							Date Form Completed: 1/7/17			
							Date Form Revised: August 28, 2019			
LINE	MODE OF SERVICE	15-Outpatient	15-Outpatient	05- 24 hr. Svcs	60- Support	60 - Support			TOTAL	
#	SERVICE FUNCTION	Case Management (01-09)	Medication Support (60)	Adult Crisis Residential (40-49)	Client Flexible Support (72)	Other Non-Medi-Cal Client Support (78)	Operating Income			
		0.00%	1.95%	82.98%		15.07%				
<b>EXPENSES</b>										
2	SALARIES	0	23,895	1,016,844		184,669	0		1,225,408	
3	BENEFITS	0	6,571	279,636		50,785	0		336,992	
	<b>(2+3 must equal total staffing costs)</b>	0	30,467	1,296,480	0	235,454	0		1,562,400	
4	OPERATING EXPENSES	0	16,510	702,555	82,000	127,591	108,944		1,037,600	
5	TOTAL EXPENSES (2+3+4)	0	46,977	1,999,035	82,000	363,045	108,944		2,600,000	
<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	
11	CONTRACT AMOUNT (5-10)	0	46,977	1,999,035	82,000	363,045	108,944		2,600,000	
<b>FUNDING</b>										
	Mix %	Share %								
12	75.00%	MEDI-CAL (FFP)	50.00%	0	17,616	749,638	0	0	0	767,254
13	50.00%	EPSDT (2011 Realignment)	36.03%	0	6,347	270,095	0	0	0	276,442
14		MHSA MATCH	13.97%	0	11,269	479,543	0	0	0	490,812
15		MHSA FUNDING		0	11,744	499,759	82,000	363,045	108,944	1,065,492
16	0.00%	REALIGNMENT - NET COUNTY		0	0	0	0	0	0	0
17									0	
18		FUNDING TOTAL		0	46,977	1,999,035	82,000	363,045	108,944	2,600,000
19		NET COUNTY FUNDS (Local Cost) <b>MUST = ZERO</b>		0	0	0	0	0	0	0
20		STATE FUNDING (Including Realignment)		0	29,361	1,249,397	82,000	363,045	108,944	1,832,746
21		FEDERAL FUNDING		0	17,616	749,638	0	0	0	767,254
22		TOTAL FUNDING		0	46,977	1,999,035	82,000	363,045	108,944	2,600,000
23		SCHEDULE OF MAXIMUM ALLOWANCES (CCR)		2.20	5.56	365.35				
24		TARGET COST PER UNIT OF SERVICE		1.83	4.58	365.35				
25		UNITS OF TIME (Minutes) or (Days)		0	10,257	5,472		Minutes	10257	
							Days			5,472

Schedule B		SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH									
		STAFFING DETAIL									
		FY 2019 - 2020									
		July 1, 2019 - June 30, 2020 (12 months)									
Staffing Detail - Personnel (Includes Personal Services Contracts for Professional Services)											
CONTRACTOR NAME: Valley Star Behavioral Health											
Name	Degree/ License	Position Title	Full Time Annual Salary*	Full Time Fringe Benefits*	Total Full Time Salaries & Benefits*	% Cost Allocated Contract Services	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	
TBD	Masters and licensed by BBS	Licensed Program/Clinical Director	77,692	21,365	99,057	100%	99,057	2,080	77,692	21,365	
TBD	Masters, BBS intern	Mental Health Specialists II	55,415	15,239	70,654	100%	70,654	2,080	55,415	15,239	
TBD	Masters, BBS intern	Mental Health Specialists II	55,415	15,239	70,654	100%	70,654	2,080	55,415	15,239	
TBD	Masters, BBS intern	Mental Health Specialists II	55,415	15,239	70,654	100%	70,654	2,080	55,415	15,239	
TBD	Registered Nurse	RN	96,304	26,484	122,788	25%	30,697	520	24,076	6,621	
TBD	Licensed Vocational Nurse	LVN	45,500	12,513	58,013	100%	58,013	2,080	45,500	12,513	
TBD	Licensed Vocational Nurse	LVN	45,500	12,513	58,013	100%	58,013	2,080	45,500	12,513	
TBD	Licensed Vocational Nurse	LVN	45,500	12,513	58,013	100%	58,013	2,080	45,500	12,513	
TBD	Licensed Vocational Nurse	LVN	45,500	12,513	58,013	100%	58,013	2,080	45,500	12,513	
TBD	Licensed Vocational Nurse	LVN	45,500	12,513	58,013	100%	58,013	2,080	45,500	12,513	
TBD	Bachelors	Program Manager	67,490	18,560	86,050	100%	86,050	2,080	67,490	18,560	
TBD	Bachelors	Resource Specialist	38,750	10,656	49,407	100%	49,407	2,080	38,750	10,656	
TBD	Bachelors	Resource Specialist	38,750	10,656	49,407	33%	16,304	686	12,788	3,517	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Recovery Counselor	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Household Coach	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Household Coach	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma, BA preferred, 2 years mental health experience	Household Coach	34,661	9,532	44,193	100%	44,193	2,080	34,661	9,532	
TBD	GED/HS Diploma	Peer Counselor	27,371	7,527	34,898	100%	34,898	2,080	27,371	7,527	
TBD	GED/HS Diploma	Peer Counselor	27,371	7,527	34,898	100%	34,898	2,080	27,371	7,527	
TBD	Bachelors, Masters preferred	Administrator	109,616	30,144	139,760	50%	69,880	1,040	54,808	15,072	
TBD	Bachelors, Masters preferred	HR/Training	65,000	17,875	82,875	15%	12,431	312	9,750	2,681	
TBD	GED/HS Diploma	QA/Medical Records	47,675	13,111	60,786	100%	60,786	2,080	47,675	13,111	
TBD	GED/HS Diploma	Billing Clerk/Receptionist	27,960	7,689	35,649	100%	35,649	2,080	27,960	7,689	
					0	100%	0		0	0	
									1,225,408	336,992	
							<b>TOTAL COST:</b>		1,562,400		
<b>Detail of Fringe Benefits:</b> Employer FICA/Medicare, Workers Compensation, Unemployment, Vacation Pay, Sick Pay, Pension and Health Benefits											
* = Sub-Contracted Person listed on Schedule "A" Planning as operating expenses, not salaries & benefits.											

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B**

**Crisis Residential Treatment  
FY 2019 - 2020**

Contractor Name: **Valley Star Behavioral Health**

Provider #

Contract/RFP# **CRT - High Desert 17-710**

Address: **16552 Sunhill Dr**

**Victorville, CA**

Date Form Completed: **1/7/17**

Prepared by: Gary Barnes  
Title: Assistant CFO

**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.**

**July 1, 2019 - June 30, 2020**

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 PSYCHIATRIST/MED SUPPORT	\$120,000	0%	\$0	100%	\$120,000
2 PROFESSIONAL FEES	\$8,000	0%	\$0	100%	\$8,000
3 PURCHASED SERVICES	\$53,029	0%	\$0	100%	\$53,029
4 TRANSPORTATION- GAS, INS, MAINT	\$6,832	0%	\$0	100%	\$6,832
5 MAINTENANCE	\$420	0%	\$0	100%	\$420
6 SUPPLIES-HOUSE MEDS	\$4,800	0%	\$0	100%	\$4,800
7 SUPPLIES-MEDICAL	\$10,800	0%	\$0	100%	\$10,800
8 SUPPLIES NON-MEDICAL	\$2,400	0%	\$0	100%	\$2,400
9 MEDICAL RECORD SUPPLIES	\$0	0%	\$0	100%	\$0
10 OFFICE SUPPLIES	\$6,607	0%	\$0	100%	\$6,607
11 HOUSEKEEPING SUPPLIES	\$2,348	0%	\$0	100%	\$2,348
12 FOOD	\$45,500	0%	\$0	100%	\$45,500
13 SUPPLIES- NON PERISHABLE	\$900	0%	\$0	100%	\$900
14 RENT	\$254,016	0%	\$0	100%	\$254,016
15 UTILITIES	\$0	0%	\$0	100%	\$0
16 LAUNDRY & LINEN	\$1,200	0%	\$0	100%	\$1,200
17 LEASED EQUIPMENT	\$17,385	0%	\$0	100%	\$17,385
18 MINOR EQUIPMENT	\$6,000	0%	\$0	100%	\$6,000
19 TELEPHONE	\$26,333	0%	\$0	100%	\$26,333
20 DEPRECIATION	\$12,800	0%	\$0	100%	\$12,800
21 CLIENT SUPPORT SERVICES	\$82,000	0%	\$0	100%	\$82,000
22 CENTRALIZED SERVICE - ADMIN	\$196,914	0%	\$0	100%	\$196,914
23 CENTRALIZED SERVICE - PROGRAM	\$41,000	0%	\$0	100%	\$41,000
24 EDUCATION & TRAINING	\$2,240	0%	\$0	100%	\$2,240
25 LICENSES-BUSINESS	\$975	0%	\$0	100%	\$975
26 TRAVEL	\$2,400	0%	\$0	100%	\$2,400
27 RECRUITMENT	\$1,770	0%	\$0	100%	\$1,770
28 GENERAL INSURANCE	\$13,137	0%	\$0	100%	\$13,137
29 PROPERTY TAXES	\$8,850	0%	\$0	100%	\$8,850
30 OPERATING INCOME	\$108,944	0%	\$0	100%	\$108,944
<b>SUBTOTAL B:</b>	\$1,037,600		\$0		\$1,037,600
<b>GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:</b>					\$2,600,000

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
BUDGET NARRATIVE  
FY 2019 - 2020**

Contractor Name: **Valley Star Behavioral Health**  
 Provider # \_\_\_\_\_  
 Contract/RFP# **CRT - High Desert 17-710**  
 Address: **16552 Sunhill Dr**  
**Victorville, CA**  
 Date Form Completed: **1/7/17**

Prepared by: Gary Barnes  
 Title: Assistant CFO

**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.**

**July 1, 2019 - June 30, 2020**

ITEM	Justification of Cost
1 PSYCHIATRIST	Contract Psychiatrist is paid a flat rate of \$10,000 a month. Which includes Med Support, On Call support, evaluations and attend staff meetings.
2 PROFESSIONAL FEES	AUDIT FEES & REGISTERED DIETICIAN 6 hours/month (\$320 Month X 12 = \$3,840)
3 PURCHASED SERVICES	ADP PAYROLL PROCESSING FEES, SHREDDING, WASTE SERVICES, CABLE, WATER SERVICE, SHIPPING COSTS
4 TRANSPORTATION- GAS, INS, MAINT	COSTS OF FUEL AND MAINTENANCE OF VEHICLES TO TRANSPORT CLIENTS
5 MAINTENANCE	COSTS OF LOCKSMITH
6 SUPPLIES-HOUSE MEDS	MEDICATIONS SUCH AS ASPIRIN, FIRST AID KIT, OVER THE COUNTER MEDICATIONS
7 SUPPLIES-MEDICAL	TWO WEEK SUPPLY OF PRESCRIPTION MEDICATIONS, AND MONTHLY MEDICATIONS
8 SUPPLIES NON-MEDICAL	TOILETRIES SUCH AS COMBS, TOOTHBRUSH, FEMALE HYGIENE PRODUCTS
9 MEDICAL RECORD SUPPLIES	MEDICAL RECORDS, CHARTS, FORMS AND COPYING
10 OFFICE SUPPLIES	PAPER, PRINTER SUPPLIES, ENVELOPES, PENS, ETC
11 HOUSEKEEPING SUPPLIES	INCLUDES SUPPLIES SUCH AS DISINFECTANT WIPES, VINYL GLOVES AND POWER CLEANERS ETC.
12 FOOD	MEALS FOR CLIENTS
13 SUPPLIES- NON PERISHABLE	PLATES, UTENSILS, ETC..
14 RENT	FACILITY RENT WHICH INCLUDES UTILITIES, BASIC JANITORIAL SERVICES AND BUILDING MAINTENANCE.
15 UTILITIES	ELECTRIC, GAS, WATER, TRASH
16 LAUNDRY & LINEN	TOWELS, SHEETS AND BLANKETS
17 LEASED EQUIPMENT	COST OF COPIER MACHINE BASE CHARGE AND OVERAGES
18 MINOR EQUIPMENT	MINOR EQUIPMENT LESS THAN \$5000 WHICH INCLUDES COMPUTERS, PRINTERS, SOFTWARE AND LICENSES.
19 TELEPHONE	MONTHLY BASE COST FOR FACILITY LANDLINE, INTERNET and CELLPHONE REIMBURSEMENT FOR ADMINISTRATOR AND MANAGERS
20 DEPRECIATION	COST OF DEPRECIATING FOR 2 VANS
21 CLIENT SUPPORT SERVICES	COST OF PROVIDING SUPPORT TO CLIENTS AND THEIR CAREGIVERS SUCH AS FOOD, CLOTHING AND SOCIALIZATION RECREATION ACTIVITIES
22 CENTRALIZED SERVICE - ADMIN	THIS IS AN ALLOCATION FROM STARS BEHAVIORAL HEALTH GROUP OF ADMINISTRATION, INFORMATION TECHNOLOGY, HUMAN RESOURCES, COMMUNICATIONS, FINANCE, AND ASSOCIATED FRINGE BENEFITS AND EXPENSES. COSTS CAN BE UP TO 10% of direct costs. (Total of 15% of direct cost (with 5% of Operating income))
23 CENTRALIZED SERVICE - PROGRAM	THIS IS A PROGRAM ALLOCATION FROM STARS BEHAVIORAL HEALTH GROUP OF TRAINING, OUTCOME RESEARCH AND PROGRAM PRACTICES, ELECTRONIC MEDICAL RECORDS, QUALITY ASSURANCE, AND ASSOCIATED EMPLOYEE BENEFITS AND EXPENSES BASED ON HISTORICAL COSTS.
24 EDUCATION & TRAINING	ONGOING REQUIRED TRAINING FOR STAFF
25 LICENSES-BUSINESS	SAN BERNARDINO COUNTY BUSINESS LICENSE
20 TRAVEL	LODGING AND MILEAGE @53.5 cents
21 RECRUITMENT	ADVERTISING/CLASSIFIED/BACKGROUND CHECKS/PHYSICAL EXAMS ETC
22 GENERAL INSURANCE	PROPERTY AND PROFESSIONAL LIABILITY INSURANCE
23 PROPERTY TAXES	SELF-DESCRIPTIVE
24 OPERATING INCOME	Calculated at 5% of cost (Mode 60). Indirect administration is 10% for a total of 15% of the direct costs (Total Indirect Admin. and Operating Income cannot exceed 15% of direct costs)

**SAN BERNARDINO COUNTY  
DEPARTMENT OF BEHAVIORAL HEALTH  
SCHEDULE B  
FY 2019 - 2020**

Mode 15 and Mode 5 - Service Projections

Contractor Name:	Valley Star Behavioral Health
Provider #	
Contract/RFP#	CRT - High Desert 17-710
Address:	16552 Sunhill Dr Victorville, CA
Date Form Completed:	1/7/17

ALL YELLOW HIGHLIGHTED AREAS REQUIRE INPUT BY PROVIDER

MONTH	Estimated Units of Service (Minutes)	Planned Clinical FTE's	Required Productivity (based on 168 hours per month per FTE)	Case Management (01-09)		Medication Support (60)			Estimated Number of Unduplicated Clients Served
Jul-19	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Aug-19	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Sep-19	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Oct-19	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Nov-19	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Dec-19	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Jan-20	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Feb-20	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Mar-20	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Apr-20	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
May-20	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
Jun-20	855	0.32	26%	\$0	\$0	\$3,915	\$0	\$0	31
<b>TOTAL</b>	<b>10,257</b>			<b>\$0</b>		<b>\$46,977</b>			<b>375</b>

MONTH	Estimated Units of Service (Days)	Planned Clinical FTE's	Required Productivity (based on 21 days per month per FTE)	Adult Crisis Residential (Day) 05 (40-49)	Estimated Number of Unduplicated Clients Served
Jul-19	456	24.00	90%	\$166,586	31
Aug-19	456	24.00	90%	\$166,586	31
Sep-19	456	24.00	90%	\$166,586	31
Oct-19	456	24.00	90%	\$166,586	31
Nov-19	456	24.00	90%	\$166,586	31
Dec-19	456	24.00	90%	\$166,586	31
Jan-20	456	24.00	90%	\$166,586	31
Feb-20	456	24.00	90%	\$166,586	31
Mar-20	456	24.00	90%	\$166,586	31
Apr-20	456	24.00	90%	\$166,586	31
May-20	456	24.00	90%	\$166,586	31
Jun-20	456	24.00	90%	\$166,586	31
<b>TOTAL</b>	<b>5,472</b>			<b>\$1,999,035</b>	<b>375</b>