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Contract Number
19-592 A-3

SAP Number
4400012548

Children and Family Services

Department Contract Representative Kris Bussard
Telephone Number (909) 386-8395

Contractor	<u>Child Care Resource Center, Inc.</u>
Contractor Representative	<u>Ellen Cervantes</u>
Telephone Number	<u>(818) 717- 1000</u>
Contract Term	<u>September 1, 2019 through June 30, 2023</u>
Original Contract Amount	<u>\$7,796,428</u>
Amendment Amount	<u>\$3,409,712</u>
Total Contract Amount	<u>\$11,206,140</u>
Cost Center	<u>5017041000</u>

IT IS HEREBY AGREED AS

FOLLOWS: **AMENDMENT NO. 3:**

It is hereby agreed to amend Contract No. 19-592, effective July 1, 2022 as follows:

SECTION II. CONTRACTOR SERVICE RESPONSIBILITIES

Amend Paragraph F to read as follows:

- F. Provide navigation services to eligible families, which include but are not limited to:
- Finding a child care provider,
 - Securing a subsidized child care placement as soon as possible, if eligible. If the family is potentially eligible for a subsidized placement, work should begin to secure this placement as soon as the case opens, and the case should be transitioned as soon as such a placement is available.
 - Completing child care program applications,
 - Developing a plan for long-term child care appropriate to the child's age and needs, and
 - Working with eligible families, the child's extended family, social worker, probation officer, and Child and Family Team (CFT) to assess child care opportunities, and provide client education to resource families based on the child's age and needs.

SECTION III. CONTRACTOR GENERAL RESPONSIBILITIES

Amend Paragraph A to read as follows:

- A. In the performance of this Contract, Contractor, its agents and employees, shall act in an independent capacity and not as officers, employees, or agents of the San Bernardino County. Contractor agrees to comply with the applicable federal suspension and debarment regulations, including, but not limited to Title 48 Code of Federal Regulations (CFR), Chapter 1, Subchapter B, Part 9.4. By signing this Contract, Contractor certifies that:
1. Neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
 2. Have not within a three-year period preceding this Contract been convicted of or had a judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract under a public transaction; or a violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph (A)(2) herein; and
 4. Have not within a three-year period preceding this Contract had one (1) or more public transactions (Federal, State or local) terminated for cause or default.

SECTION V. FISCAL PROVISIONS

Amend Paragraph A to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$11,206,140, and shall not exceed the annual amount stated below, of which \$5,603,070 may be federally funded, and shall be subject to availability of funds to the County.
- FY 19/20 \$2,466,808
FY 20/21 \$2,466,808
FY 21/22 \$2,862,812
F/Y 22/23 \$3,409,712

SECTION VIII. TERM

Amend Section VIII. TERM to read as follows:

This Contract is effective as of September 1, 2019, and is extended from its amended expiration date of June 30, 2022, to expire on June 30, 2023, but may be terminated earlier in accordance with provisions of Section IX of the Contract.

ATTACHMENTS

Add ATTACHMENT C – Program Budget for the period of July 1, 2022 to June 30, 2023.

All other terms and conditions of Contract 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 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.

►
SAN BERNARDINO COUNTY

►

Curt Hagman, Chairman, 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

►
Childcare Resource Center

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

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: _____

Address 20001 Prairie Street

Chatsworth, CA 91311

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, Interim Director

Date _____

Program Budget
July 1, 2022 – June 30, 2023

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. Navigation Cost

	TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	TOTAL COST
1 Job Title: Navigator 1			
Salary	51,268	100.00%	51,268.00
Benefits	16,730	100.00%	16,730.00
2 Job Title: Navigator 2			
Salary	48,697	100.00%	48,697.00
Benefits	26,850	100.00%	26,850.00
3 Job Title: Navigator 3			
Salary	48,869	100.00%	48,869.00
Benefits	15,181	100.00%	15,181.00
4 Job Title: Case Management, Supervisor			
Salary	64,401	50.00%	32,200.00
Benefits	17,755	50.00%	8,878.00
5 Job Title: Case Management, Manager			
Salary	103,564	5.00%	5,178.00
Benefits	36,419	5.00%	1,821.00
6 Rent			
6.1 Victorville Office	408,900	3.33%	13,600.00
6.2 San Bernardino Office	576,928	1.04%	6,000.00
7 Maintenance			
7.1 Victorville Office	46,800	3.21%	1,500.00
8 Security			
8.1 Victorville Office	61,800	2.72%	1,680.00
8.2 San Bernardino Office	61,800	0.98%	603.00
9 Utilities			
9.1 Victorville Office	25,750	2.55%	657.00
10 Mileage	1,246	100.00%	1,246.00
11 Telephone	660,000	0.79%	5,220.00
12 Insurance	318,605	0.37%	1,183.00
13 Office/ Program Supplies	888	100.00%	888.00
14 Training	3,000	100.00%	3,000.00
15 Database System Enhancements	-	100.00%	
Subtotal			291,249
16 10% De Minimis Rate			27,165
Total Navigator Cost			318,414

B. Trauma-Informed Care:

	TOTAL COST TO THE ORGANIZATION	PERCENT CHARGED TO GRANT	TOTAL COST
1 Job Title: Trauma-Informed Care 1			
Salary	61,632	100.00%	61,632.00
Benefits	10,115	100.00%	10,115.00
2 Job Title: Trauma-Informed Care 2			
Salary	61,785	100.00%	61,785.00
Benefits	5,934	100.00%	15,934.00
3 Job Title: Trauma-Informed Care 3			
Salary	60,976	25.00%	15,244.00
Benefits	16,300	25.00%	4,075.00
4 Job Title: TIC Supervisor			
Salary	65,520	50.00%	16,380.00
Benefits	24,824	50.00%	6,206.00
5 Job Title: Trauma-Informed Care Manager			
Salary	215,344	25.00%	53,836.00
Benefits	71,856	25.00%	17,964.00
6 Job Title: Trauma-Informed Care Manager			
Salary	151,395	9.59%	14,519.00
Benefits	31,616	9.59%	3,032.00
7 Rent			
6.1 Palmdale/AV Office	420,240	0.49%	2,059.00
6.2 San Bernardino Office	576,928	1.14%	6,577.00
8 Maintenance			
8.1 Palmdale/AV Office	126,000	0.49%	617.00
9 Security			
9.1 Palmdale/AV Office	61,800	0.49%	303.00
9.2 San Bernardino Office	61,800	1.14%	705.00
10 Utilities			
10.1 Palmdale/AV Office	80,340.00	0.49%	394.00
11 Mileage	3,159	100.00%	3,159.00
12 Telephone	660,000	0.35%	2,313.00
13 Insurance	318,605	0.35%	1,116.00
14 Equipment	-	100.00%	-
15 Office/ Program Supplies	4,735	100.00%	4,735.00
16 Training	870	100.00%	870.00
17 Other	-	100.00%	-
Subtotal			303,570.00
21 10% De Minimis Rate			29,491.50
Total Trauma-Informed Care:			333,061.50

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	2,507,487.26	100.00%	2,507,487.26
2 10% De Minimis Rate	250,748.73	100.00%	250,748.73
Total Voucher:			2,758,235.99
TOTAL:			
Total Navigator Cost			318,414.00
Total Trauma-Informed Care:			333,061.50
Total Voucher:			2,758,235.99
Total All Charges			3,409,711.49