



Contract Number

17-301 A-3

SAP Number

4400010319

Department of Public Health

Department Contract Representative	Lisa Ordaz, Contracts Analyst
Telephone Number	(909) 388-0222
Contractor	Divine Truth Unity Fellowship Church
Contractor Representative	Benita Ramsey
Telephone Number	(909) 519-3927
Contract Term	June 1, 2017 – February 28, 2021
Original Contract Amount	\$550,000
Amendment Amount	\$200,000
Total Contract Amount	\$750,000
Cost Center	9300111000

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 3

It is hereby agreed to amend Contract No. 17-301, effective March 1, 2020, as follows:

SECTION V. FISCAL PROVISIONS

Amend Section V, Paragraph A, to read as follows:

- A. The maximum amount of payment under this Contract shall not exceed \$750,000, of which \$750,000 may be federally funded, 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. It includes the original contract amount and all subsequent amendments and is broken down as follows:

Original Contract	\$200,000	June 1, 2017 through June 30, 2018
Amendment No. 1	\$150,000	July 1, 2018 through February 28, 2019
Amendment No. 2	\$200,000	March 1, 2019 through February 29, 2020
Amendment No. 3	\$200,000	March 1, 2020 through February 28, 2021

SECTION VIII. TERM

Amend Section VIII. to read as follows:

This Contract is effective as of June 1, 2017 and is being extended from its amended expiration date of February 29, 2020, to a new amended expiration date of February 28, 2021, but may be terminated earlier in accordance with provisions of Section IX of the Contract. The contract term may be extended for one (1) additional one-year period by mutual agreement of the parties.

ATTACHMENT

ATTACHMENT B2 – Add PROGRAM BUDGET for the period of March 1, 2020 through February 28, 2021

All other terms and conditions of Contract No. 17-301 remain in full force and effect.

COUNTY OF SAN BERNARDINO

►

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
of the County of San Bernardino

By _____
Deputy

Divine Truth Unity Fellowship Church

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

By ►

(Authorized signature - sign in blue ink)

Name Benita Ramsey

(Print or type name of person signing contract)

Title Director

(Print or Type)

Dated: _____

Address 3540 S. Northshore Drive

Ontario, CA 91761

FOR COUNTY USE ONLY

Approved as to Legal Form

►
Adam Ebright, County Counsel

Date _____

Reviewed for Contract Compliance

►
Jennifer Mulhall-Daudel, HS Contracts

Date _____

Reviewed/Approved by Department

►
Trudy Raymundo, Director

Date _____

PROGRAM BUDGET

Inland Empire HIV Planning Council

Mar 1, 2020 through Feb 28, 2021

Salary and Benefits	Budget	Budget Narrative
Health Planner (PC Liaison) 1.0	50,004	Serves as primary liaison to PC in the coordination of its legislative mandated functions. Defines immediate and long-range goals; establishes and revises program policies and procedures according to program guidelines.
Health Planner Support .5 FTE	25,049	Provides administrative support to the PC and Health Planner to meet their mandated roles including meeting set up, taking minutes and filing appropriate notice
Administrative Assistant 1.0 FTE	21,400	Provides secretarial and clerical support to the PC to meet their mandated roles including meeting set up, taking minutes and filing appropriate notice
Benefits	14,369	
Total Salary and Benefits	110,822	
Services & Supplies:		
Supplies		
IEHPC	200	Office supplies to support daily Council (i.e.: paper, related copy supplies, pens pencils, tablets, paper clips, desk/office supplies & other misc. items).
Staff	1,500	Office supplies to support daily PC functions (i.e.: paper, related copy supplies, pens pencils, tablets, desk/office supplies and other miscellaneous items).
Subtotal Supplies	1,700	
Travel		
Local Travel for staff	840	Represents staff travel related to PC & related meetings.
Special Travel (1 PCSS)	2,000	National HRSA approved travel
Subtotal	2,840	
Consultants		
Parliamentarian	155	Provides direction and guidance around parliamentary & Robert's Rules of Order for the PS&RA retreat, Planning Council Meeting & Executive Council.
Interpreters (Language or Hearing)	175	Projected costs associated with language interpretation and/or hearing impaired interpreter
Needs Assessment	25,000	Projected cost of conducting a needs assessment if needed
Webmaster	4,236	Projected costs of maintaining website under existing contract
Communication	1,200	Includes phones, internet & other devices to support PC Staff and PC Meeting, including Polycom system.
Computer equipment	5,000	Computer equipment to facilitate provision of planning council support
Rental Maintenance Equipment	100	Projected cost of equipment maintenance for desktop computers, printers, laptops
Rent and Lease Structure	14,400	Costs associated with rental of meeting space for PC meetings and base for PCS staff.
Copying/ Printing	3,040	Projected costs of printing & copying materials for quarterly standing committee, PC meeting & retreat plus lease of copy machine
Postage	500	Includes costs: postage stamps, postage meter or bulk mail costs as they relate to the provision of service to ensure that meeting agendas, minutes, training materials and IEHPC materials are communicated with IEHPC members.
Sub Total Rent/Consultants	53,806	
Consumer Empowerment/Outreach		
PLWH/A Empowerment/Training	3,000	Costs associated with Planning Council member training, outreach to PLWH/A
Membership	500	PC Membership in NMAC & AIDS United
Special Travel (2 Members)	4,000	National HRSA approved travel
Outreach	1000	Costs associated with registration fees for outreach endeavors.

PROGRAM BUDGET

ATTACHMENT B2

Marketing	1,000	Costs for re-printing brochures and PC Cards and ink pens, etc.
IEHPC	2,950	IEHPC consumer member reimbursements for mileage/meals for PC and other related meetings.
Water for Meetings	200	Water for PC meetings.
Sub Total Consumer Empowerment	12,650	
Total Services & Supplies	70,996	
Total Services & Supplies & Salary	181,818	
Indirect cost (10%)	18,182	
Grand Total	200,000	