



Contract Number

17-710 A-2

SAP Number

4400009497

Department of Behavioral Health

Department Contract Representative	Deborah Forthun
Telephone Number	(909) 388-0862
Contractor	Valley Star Behavioral Health, Inc.
Contractor Representative	Rick Klotz
Telephone Number	(909) 388-2222
Contract Term	September 1, 2017 – June 30, 2022
Original Contract Amount	\$12,083,333
Amendment Amount	\$100,000
Total Contract Amount	\$12,183,333
Cost Center	9204332200

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. 17-710** 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 September 1, 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 \$2,600,000 for FY 2019-20. This contract is increased by \$100,000 for FY 2019-2020. This amendment shall increase the total contract amount from \$12,083,333 to \$12,183,333.
- 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

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

Valley Star Behavioral Health, Inc.

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

By _____
(Authorized signature - sign in blue ink)

Name _____
(Print or type name of person signing contract)

Title _____
(Print or Type)

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)			Eastern Desert (Joshua Tree)			Provider #					
REVISED			Crisis Residential Treatment			Contract/RFP#			CRT - Eastern Desert 17-710		
			FY 2019 - 2020			Address:			60805 29 Palms Hwy		
Prepared by: Gary Barnes			July 1, 2019 - June 30, 2020			Date Form Completed:			Joshua Tree, CA		
Title: Assistant CFO						Date Form Revised:			August 28, 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%	82.98%	0.00%	15.07%	0.00%			
EXPENSES											
2		SALARIES	0	22,432	954,510	0	173,415	0		1,150,356	
3		BENEFITS	0	6,169	262,490	0	47,689	0		316,348	
		(2+3 must equal total staffing costs)	0	28,601	1,217,000	0	221,104	0		1,466,704	
4		OPERATING EXPENSES	0	18,296	778,517	82,000	141,440	113,043		1,133,296	
5		TOTAL EXPENSES (2+3+4)	0	46,897	1,995,517	82,000	362,544	113,043		2,600,000	
AGENCY REVENUES											
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	46,897	1,995,517	82,000	362,544	113,043		2,600,000	
FUNDING											
	Mix %		Share %								
12	70.00%	MEDI-CAL (FFP)	50.00%	0	16,414	698,431	0	0	0	714,845	
13	50.00%	EPSDT (2011 Realignment)	36.03%	0	5,914	251,645	0	0	0	257,559	
14		MHSA MATCH	13.97%	0	10,500	446,786	0	0	0	457,285	
15		MHSA FUNDING		0	14,069	598,655	82,000	362,544	113,043	1,170,311	
16	0.00%	REALIGNMENT - NET COUNTY		0	0	0	0	0	0	0	
17										0	
18		FUNDING TOTAL		0	46,897	1,995,517	82,000	362,544	113,043	2,600,000	
19		NET COUNTY FUNDS (Local Cost) MUST = ZERO		0	0	0	0	0	0	0	
20		STATE FUNDING (Including Realignment)		0	30,483	1,297,086	82,000	362,544	113,043	1,885,155	
21		FEDERAL FUNDING		0	16,414	698,431	0	0	0	714,845	
22		TOTAL FUNDING		0	46,897	1,995,517	82,000	362,544	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)		0	10,239	5,462		Minutes	10239		
								Days		5,462	

Schedule B		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	75,055	20,640	95,695	100%	95,695	2,080	75,055	20,640
TBD	Masters, BBS intern	Mental Health Clinicians	55,415	15,239	70,654	100%	70,654	2,080	55,415	15,239
TBD	Masters, BBS intern	Mental Health Clinicians	55,415	15,239	70,654	100%	70,654	2,080	55,415	15,239
TBD	Masters, BBS intern	Mental Health Clinicians	55,415	15,239	70,654	100%	70,654	2,080	55,415	15,239
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	Nurse Registered	Registered Nurse	96,782	26,615	123,397	25%	30,849	2,080	24,195	6,654
TBD	Bachelors	Program Manager	66,854	18,385	85,239	100%	85,239	2,080	66,854	18,385
TBD	Bachelors	Resource Specialist	42,328	11,640	53,968	100%	53,968	2,080	42,328	11,640
TBD	CAADAC or other substance use certification	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	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 Mentor	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	Training Coordinator	49,920	13,728	63,648	10%	6,365	1,040	4,992	1,373
TBD	Bachelors, Masters preferred	HR Coordinator	55,000	15,125	70,125	10%	7,013	520	5,500	1,513
TBD	GED/HS Diploma	QA Coordinator	50,415	13,864	64,279	100%	64,279	2,080	50,415	13,864
					1,749,528				1,150,356	316,348
						TOTAL COST:	1,466,704			
Detail of Fringe Benefits: 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.										

SCHEDULES A/B

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH SCHEDULE B Crisis Residential Treatment FY 2019 - 2020									
						Contractor Name: Valley Star Behavioral Health			
						Provider #			
						Contract/RFP# RFP DBH 17-29			
Prepared by: Gary Barnes Title: Assistant CFO						Address: 15217 San Bernardino Ave. Fontana, CA			
						Date Form Completed: 5/31/2017			
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	\$39,000	0%	\$0	100%	\$39,000			
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	\$7,031	0%	\$0	100%	\$7,031			
11	HOUSEKEEPING SUPPLIES	\$2,348	0%	\$0	100%	\$2,348			
12	FOOD	\$45,453	0%	\$0	100%	\$45,453			
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	\$1,000	0%	\$0	100%	\$1,000			
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	SECURITY	\$105,449	0%	\$0	100%	\$105,449			
31	OPERATING INCOME	\$113,043	0%	\$0	100%	\$113,043			
SUBTOTAL B:		\$1,133,296		\$0		\$1,133,296			
Less Operating Income		\$113,043				\$113,043			
Less Client Support Services		\$82,000				\$82,000			
		\$938,253				\$938,253			
GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:						\$2,600,000			

SCHEDULES A/B

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH SCHEDULE B BUDGET NARRATIVE FY 2019 - 2020		Contractor Name: Valley Star Behavioral Health
Prepared by: Gary Barnes		Provider #: RFP DBH 17-29
Title: Assistant CFO		Contract/RFP#: 15217 San Bernardino Ave.
		Address: Fontana, CA
		Date Form Completed: 5/31/2017
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, 2018 - June 30, 2019		
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	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 (plus Operating Income) CAN BE UP TO 15% OF TOTAL DIRECT COSTS BASED ON HISTORICAL COSTS.	
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 @ 53.5 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 direct costs. (The Total of 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# RFP DBH 17-29
Address: 15217 San Bernardino Ave.
Fontana, CA

Date Form Completed: 5/31/2017

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	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Aug-19	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Sep-19	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Oct-19	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Nov-19	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Dec-19	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Jan-20	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Feb-20	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Mar-20	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Apr-20	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
May-20	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
Jun-20	853	0.32	52%	\$464	\$0	\$6,581	\$0	\$0	23
TOTAL	10,239			\$5,567		\$78,975			274

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	455	22.53	95%	\$153,683	23
Aug-19	455	22.53	95%	\$153,683	23
Sep-19	455	22.53	95%	\$153,683	23
Oct-19	455	22.53	95%	\$153,683	23
Nov-19	455	22.53	95%	\$153,683	23
Dec-19	455	22.53	95%	\$153,683	23
Jan-20	455	22.53	95%	\$153,683	23
Feb-20	455	22.53	95%	\$153,683	23
Mar-20	455	22.53	95%	\$153,683	23
Apr-20	455	22.53	95%	\$153,683	23
May-20	455	22.53	95%	\$153,683	23
Jun-20	455	22.53	95%	\$153,685	23
TOTAL	5,462			\$1,844,200	274