



Contract Number

17-295 A-1

SAP Number

4400009496

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	July 1, 2017 – June 30, 2022
Original Contract Amount	\$12,500,000
Amendment Amount	\$100,000
Total Contract Amount	\$12,600,000
Cost Center	9206412200

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. 17-295** 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 July 1, 2017 the following changes are hereby made and agreed to, effective June 9, 2020:

- I. ARTICLE IV Funding 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 \$12,500,000 to \$12,600,000.
- 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.)

By  *(Authorized signature - sign in blue ink)*

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

Title *(Print or Type)*

Dated: _____

Address _____

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

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)			Transitional Age Youth (TAY)			Provider #					
			Crisis Residential Treatment (CRT)			Contract/RFP# TAY-CRT 17-295					
			FY 2019 - 2020			Address: 780 East Gilbert Street					
Prepared by: Gary Barnes			July 1, 2019 - June 30, 2020			San Bernardino, CA 92415					
Title: Assistant CFO						Date Form Completed: 8/2/19					
			Revised			Date Form Revised: 9/26/2019					
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 %	0.16%	1.61%	78.25%	4.62%	15.36%				
EXPENSES											
2		SALARIES	2,044	20,436	994,203	-	195,140	-		1,211,822	
3		BENEFITS	556	5,560	270,474	-	53,088	-		329,678	
		(2+3 must equal total staffing costs)	2,600	25,995	1,264,677	-	248,228	-		1,541,500	
4		OPERATING EXPENSES	1,400	14,005	681,323	115,000	133,728.76	113,043		1,058,500	
5		TOTAL EXPENSES (2+3+4)	4,000	40,000	1,946,000	115,000	381,957	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)	4,000	40,000	1,946,000	115,000	381,957	113,043		2,600,000	
FUNDING											
	Mix %		Share %								
12	75.00%	MEDI-CAL (FFP)	50.00%	1,500	15,000	729,750	0	0	0	746,250	
13	50.00%	EPSDT (2011 Realignment)	36.03%	540	5,405	262,929	0	0	0	268,874	
14		MHSA MATCH	13.97%	960	9,595	466,821	0	0	0	477,376	
15		MHSA FUNDING		1,000	10,000	486,500	115,000	381,957	113,043	1,107,500	
16	0.00%	REALIGNMENT - NET COUNTY		0	0	0	0	0	0	0	
17										0	
18		FUNDING TOTAL		4,000	40,000	1,946,000	115,000	381,957	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)		2,500	25,000	1,216,250	115,000	381,957	113,043	1,853,750	
21		FEDERAL FUNDING		1,500	15,000	729,750	0	0	0	746,250	
22		TOTAL FUNDING		4,000	40,000	1,946,000	115,000	381,957	113,043	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)		2,186	8,734	5,326					
						Minutes		10920			
						Days				5,326	

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH										
Schedule B	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
Sharp, Landon L	LMFT	Clinical Manager	86,340	23,489	109,829	100%	109,829	2,080	86,340	23,489
Armendariz, Rudy	LVN	Program Manager	69,163	18,816	87,979	100%	87,979	2,080	69,163	18,816
Buice, Christopher		Peer Counselor	24,913	6,778	31,690	100%	31,690	2,080	24,913	6,778
Rolon, Ruben		Peer Counselor	24,544	6,677	31,221	100%	31,221	2,080	24,544	6,677
Brown, Susan Lynn	LVN	LVN/LPT	44,600	12,134	56,734	100%	56,734	2,080	44,600	12,134
Hernandez, Sarah	LVN	LVN/LPT	45,351	12,338	57,689	100%	57,689	2,080	45,351	12,338
Lumantas, Juan	LVN	LVN/LPT	45,275	12,317	57,592	100%	57,592	2,080	45,275	12,317
Machain, Denise	LVN	LVN/LPT	45,275	12,317	57,592	100%	57,592	2,080	45,275	12,317
Venable, Ebony	LPT	LVN/LPT	45,351	12,338	57,689	100%	57,689	2,080	45,351	12,338
Crosby, Jameela		Recovery Counselor	25,459	6,926	32,386	100%	32,386	2,080	25,459	6,926
Dela Cruz, Nicole		Recovery Counselor	25,160	6,845	32,005	100%	32,005	2,080	25,160	6,845
Fike, Nancy	MA	Recovery Counselor	26,717	7,268	33,985	100%	33,985	2,080	26,717	7,268
Godfrey, Brynna		Recovery Counselor	26,053	7,088	33,141	100%	33,141	2,080	26,053	7,088
Johnson, Joe		Recovery Counselor	26,762	7,281	34,042	100%	34,042	2,080	26,762	7,281
Jones, Norman		Recovery Counselor	25,672	6,984	32,656	100%	32,656	2,080	25,672	6,984
Lee, Kyle	BA	Recovery Counselor	25,419	6,915	32,334	100%	32,334	2,080	25,419	6,915
Marquez, Jonathan		Recovery Counselor	25,375	6,903	32,278	100%	32,278	2,080	25,375	6,903
Osborne, Audrey	BA	Recovery Counselor	25,419	6,915	32,334	100%	32,334	2,080	25,419	6,915
TBH		Recovery/Substance Abuse Counselor	26,000	7,073	33,073	100%	33,073	2,080	26,000	7,073
TBH		Recovery Counselor	26,000	7,073	33,073	100%	33,073	2,080	26,000	7,073
TBH		Recovery Counselor	26,000	7,073	33,073	100%	33,073	2,080	26,000	7,073
Camarena, David	MFTI	Mental Health Specialist II	54,350	14,786	69,136	100%	69,136	2,080	54,350	14,786
Granados-Weber, Irma	MFTI	Mental Health Specialist II	48,027	13,066	61,094	100%	61,094	2,080	48,027	13,066
Rodriguez, Mariana	MFTI	Mental Health Specialist II	48,426	13,174	61,600	100%	61,600	2,080	48,426	13,174
Cruz, Yessenia	BA	Resource Specialist	39,213	10,668	49,881	100%	49,881	2,080	39,213	10,668
Colen, Shayneskgua		Household Coach	26,185	7,124	33,309	100%	33,309	2,080	26,185	7,124
Weathersby, Cherrie		Household Coach	26,584	7,232	33,816	100%	33,816	2,080	26,584	7,232
Liddell, Jasmine		Household Coach	25,419	6,915	32,334	100%	32,334	2,080	25,419	6,915
Barton, Elsie	MS, NHA	Administrator	126,320	34,366	160,686	56%	90,023	1,165	70,770	19,253
TBD		Assistant Adminstrator	85,010	23,127	108,137	50%	54,069	1,040	42,505	11,564
Garcia, Marlene Elizabeth		Billing Clerk	25,798	7,018	32,816	100%	32,816	2,080	25,798	7,018
TBH		Regional HR & Training Manager	80,800	21,982	102,782	25%	25,696	520	20,200	5,496
Phillips, Regina N	BA	Quality Assurance Coordinator	43,497	11,834	55,331	100%	55,331	2,080	43,497	11,834
									1,211,822	329,678
						TOTAL COST:	1,541,500			
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.										

SAN BERNARDINO COUNTY DEPARTMENT OF BEHAVIORAL HEALTH SCHEDULE B TAY - CRT FY 2019 - 2020						Contractor Name: Valley Star Behavioral Health	
						Provider #	
Prepared by: Gary Barnes						Contract/RFP# TAY-CRT 17-295	
Title: Assistant CFO						Address: 780 East Gilbert Street San Bernardino, CA 92415	
						Date Form Completed: 8/2/19	
						Date Form Revised: 9/26/2019	
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	Psychiatrists	\$120,000	0%	\$0	100%	\$120,000	
2	Professional Fees	\$11,040	0%	\$0	100%	\$11,040	
3	Purchased Services	\$59,866	0%	\$0	100%	\$59,866	
4	Vehicle Maint/Transport	\$8,600	0%	\$0	100%	\$8,600	
5	Supplies House Meds	\$1,040	0%	\$0	100%	\$1,040	
6	Supplies Medical	\$22,776	0%	\$0	100%	\$22,776	
7	Supplies Non-Medical	\$4,182	0%	\$0	100%	\$4,182	
8	Medical Records Supplies	\$660	0%	\$0	100%	\$660	
9	Office Supplies	\$6,423	0%	\$0	100%	\$6,423	
10	Housekeeping Supplies	\$5,942	0%	\$0	100%	\$5,942	
11	Food	\$50,000	0%	\$0	100%	\$50,000	
12	Supplies (Non-Perishable)	\$600	0%	\$0	100%	\$600	
13	Facility Rent/Maintenance/Utilities	\$124,644	0%	\$0	100%	\$124,644	
14	Laundry & Linen	\$504	0%	\$0	100%	\$504	
15	Leased Equipment	\$15,027	0%	\$0	100%	\$15,027	
16	Minor Equipment	\$24,282	0%	\$0	100%	\$24,282	
17	Flex Funds	\$115,000	0%	\$0	100%	\$115,000	
18	Centralized Services/Admin	\$223,030	0%	\$0	100%	\$223,030	
19	Centralize Services-Program	\$79,273	0%	\$0	100%	\$79,273	
20	Education/Training	\$8,040	0%	\$0	100%	\$8,040	
21	Licenses	\$2,945	0%	\$0	100%	\$2,945	
22	Recruitment	\$3,500	0%	\$0	100%	\$3,500	
23	Telephone	\$32,818	0%	\$0	100%	\$32,818	
24	Travel	\$6,065	0%	\$0	100%	\$6,065	
25	Insurances	\$13,800	0%	\$0	100%	\$13,800	
26	Property Taxes	\$5,400	0%	\$0	100%	\$5,400	
27	Operating Income	\$113,043	0%	\$0	100%	\$113,043	
SUBTOTAL B:		\$1,058,500		\$0		\$1,058,500	
GROSS COSTS TOTAL STAFFING AND OPERATING EXPENSES:						\$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# TAY-CRT 17-295	
				Address: 780 East Gilbert Street	
				San Bernardino, CA 92415	
				Date Form Completed: 8/2/19	
				Date Form Revised: 9/26/2019	
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	Psychiatrists	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 and Registered Dietician 6 hours/ month (\$300 per month x 12 = \$3,600)			
3	Purchased Services	ADP Payroll Processing Fees, Shredding fees, Waste Services, Cable Service, Water Service, HR Consultant, & Shipping Costs.			
4	Vehicle Maint/Transport	Cost of maintenance and gasoline to transport clients.			
5	Supplies House Meds	Medications such as aspirin, first aid kit and over-the-counter medications			
6	Supplies Medical	Two week supply of prescription medication, and monthly medication.			
7	Supplies Non-Medical	Toiletries such as combs, toothbrush, feminine hygiene products, etc.			
8	Medical Records Supplies	Medical records, charts, forms and copying.			
9	Office Supplies	Paper, envelopes, pens, binders, post-its etc..			
10	Housekeeping Supplies	Facility cleaning and laundry supplies			
11	Food	Meals and snacks for clients			
12	Supplies (Non-Perishable)	Plates, utensils, cups etc.			
13	Facility Rent/Maintenance/Utilities	10% of total contract amount to cover Facility Rent, buidling maintenance and utility expenses			
14	Laundry & Linen	Towels, sheets, blankets			
15	Leased Equipment	Base cost of copier machine and overage charges			
16	Minor Equipment	Minor equipment such as laptops, security cameras, furniture and software licenses costing less than \$5,000.			
17	Flex Funds	Cost of providing support to clients and their caregivers such as food clothing, socialization and recreation activities.			
18	Centralized Services/Admin	This is an allocation from Stars Behavioral Health Group of administration, Information Technology, Human Resources, communications, finance, RN and associated fringe benefits and expenses. costs can be up to 15% of direct costs (10% for indirect admin. and 5% for operating income) based on historical costs.			
19	Centralize Services-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.			
20	Education/Training	Ongoing required training for staff			
21	Licenses	San Bernardino County Business License			
22	Recruitment	Advertising, cost of background checks and physical exam			
23	Telephone	Monthly base cost for facility landline, and cellphone reimbursement for administrator and managers.			
24	Travel	Lodging and mileage @ .58 cents per mile			
25	Insurances	Property & professional liability insurance.			
26	Property Taxes	Self descriptive			
27	Operating Income	Calculated at 5% of cost (Mode 60). Indirect administration is 10% for a total of 15% of the total contract			

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#		TAY-CRT 17-295
							Address:		780 East Gilbert Street
									San Bernardino, CA 92415
							Date Form Completed:		8/2/19
							Date Form Revised:		9/26/2019
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	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	26.0
Aug-19	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	6.0
Sep-19	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	10.0
Oct-19	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	7.0
Nov-19	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	5.0
Dec-19	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	7.0
Jan-20	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	12.0
Feb-20	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	9.0
Mar-20	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	6.0
Apr-20	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	6.0
May-20	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	6.0
Jun-20	910	0.33	27%	\$333	\$0	\$3,333	\$0	\$0	6.0
TOTAL	10,920			\$4,000		\$40,000			106
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	444	27.30	77%	\$162,167	26.0				
Aug-19	444	27.30	77%	\$162,167	6.0				
Sep-19	444	27.30	77%	\$162,167	10.0				
Oct-19	444	27.30	77%	\$162,167	7.0				
Nov-19	444	27.30	77%	\$162,167	5.0				
Dec-19	444	27.30	77%	\$162,167	7.0				
Jan-20	444	27.30	77%	\$162,167	12.0				
Feb-20	444	27.30	77%	\$162,167	9.0				
Mar-20	444	27.30	77%	\$162,167	6.0				
Apr-20	444	27.30	77%	\$162,167	6.0				
May-20	444	27.30	77%	\$162,167	6.0				
Jun-20	444	27.30	77%	\$162,167	6.0				
TOTAL	5,326			\$1,946,000	106				