



***March 23, 2022 Commission Meeting  
Item 8: CONTRACT AMENDMENT DRAFTS***

| <b>PROGRAM</b>  | <b>ORGANIZATION</b>                                       |
|---|---|
| <i>BABES</i>  | County of San Luis Obispo Public Health (WIC)             |
| <i>CSPP-First 5 Preschools</i>                        | SLO County Office of Education                            |
| <i>Health Access Trainers</i>                         | Carsel Consulting Group                                   |
| <i>Oral Health Program Manager</i>                    | County of San Luis Obispo Public Health                   |
| <i>Parents Helping Parents</i>                        | Parents Helping Parents                                   |
| <i>Oral Health Prevention for Children</i>            | Tolosa Children's Dental Center                           |
| <i>Vision Screening</i>                               | Optometric Care Associates                                |
| <i>Basic Needs Family Support</i>                     | The Link Family Resource Center                           |
| <i>Basic Needs Family Support</i>                     | Community Action Partnership of San Luis Obispo           |
| <i>Parent Learning Pods</i>                           | South County Youth Coalition                              |
| <i>Perinatal Mental Health Support and Counseling</i> | Pregnancy and Parenting Support of San Luis Obispo County |

First Amendment to Contract for County of San Luis Obispo: SLOPHD BABES PROGRAM

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and the San Luis Obispo County Health Agency, Public Health Department, ("the Contractor"), providing countywide breastfeeding support services to children age 0-5 and their parents.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 9, 2020 (hereinafter "Original Contract") for countywide breastfeeding support services to children age 0-5 and their parents; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$717,480 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: \_\_\_\_\_  
Deputy County Counsel Date

**COUNTY OF SAN LUIS OBISPO,**  
A Public Entity in the State of California

By: \_\_\_\_\_  
Penny Borenstein, Interim Health Agency Director Date

## **EXHIBIT B**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$717,480 (Seven hundred seventeen thousand four hundred eighty dollars) pursuant to the project budget and budget narrative in Exhibits B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and San Luis Obispo County  
Health Agency, Public Health Department-WIC BABES Program  
Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

| Item                                       | Budget                         | Budget                         | Budget                         | Budget                         | Total            |
|--|--------------------------------|--------------------------------|--------------------------------|--------------------------------|------------------|
|  | July 1, 2020-<br>June 30, 2021 | July 1, 2021-<br>June 30, 2022 | July 1, 2022-<br>June 30, 2023 | July 1, 2023-<br>June 30, 2024 |                  |
| <b>I. PERSONNEL</b>                        |                                |                                |                                |                                |                  |
| Peer Counselor                             | \$70,855                       | \$70,855                       | \$41,989                       | \$44,088                       | <b>\$227,786</b> |
| IBCLC/BABES<br>Coordinator                 | \$85,119                       | \$85,119                       | \$61,104                       | \$64,159                       | <b>\$295,501</b> |
| <b>Subtotal</b>                            | <b>\$155,974</b>               | <b>\$155,974</b>               | <b>\$103,093</b>               | <b>\$108,247</b>               | <b>\$523,288</b> |
| <b>II. OPERATING</b>                       |                                |                                |                                |                                |                  |
| Breastfeeding<br>Supplies                  |                                |                                | \$36,699                       | \$25,600                       | <b>\$62,299</b>  |
| Educational<br>Materials,<br>printing      |                                |                                | \$6,000                        | \$6,000                        | <b>\$12,000</b>  |
| Office Supplies                            |                                |                                | \$3,000                        | \$3,000                        | <b>\$6,000</b>   |
| Travel & Mileage                           |                                |                                | \$4,500                        | \$4,500                        | <b>\$9,000</b>   |
| Computer<br>Replacement (2)                |                                |                                |                                | \$4,000                        | <b>\$4,000</b>   |
| Training and<br>Conference<br>Registration |                                |                                | \$1,200                        | \$1,200                        | <b>\$2,400</b>   |
| <b>Subtotal</b>                            |                                |                                | <b>\$51,399</b>                | <b>\$44,300</b>                | <b>\$95,699</b>  |
| <b>III. INDIRECT</b>                       |                                |                                |                                |                                |                  |
| @15% of<br>Personnel                       | \$23,396                       | \$23,396                       | \$15,464                       | \$16,237                       | <b>\$78,493</b>  |
| <b>Subtotal</b>                            | <b>\$23,396</b>                | <b>\$23,396</b>                | <b>\$15,464</b>                | <b>\$16,237</b>                | <b>\$78,493</b>  |
| <b>IV. OTHER</b>                           |                                |                                |                                |                                |                  |
| Paid Advertising                           |                                |                                | \$5,000                        | \$5,000                        | <b>\$10,000</b>  |
| Translation<br>Services                    |                                |                                | \$5,000                        | \$5,000                        | <b>\$10,000</b>  |
| <b>Subtotal</b>                            |                                |                                | <b>\$10,000</b>                | <b>\$10,000</b>                | <b>\$20,000</b>  |
| <b>GRAND TOTAL</b>                         | <b>\$179,370</b>               | <b>\$179,370</b>               | <b>\$179,956</b>               | <b>\$178,784</b>               | <b>\$717,480</b> |

**EXHIBIT B-1-A1**

**Budget Narrative**

**I. PERSONNEL: \$532,288**

**IBCLC\*/BABES Coordinator: \$295,501**

The position is in the County classification of Public Health Nutritionist I. The IBCLC/BABES Coordinator will oversee the day-to-day activities of the BABES grant and provide lactation consultant services in 5 WIC sites throughout the county.

**Peer Counselor: \$227,786**

The position is in the County classification of Public Health Aide. The Peer Counselor will provide mother-to-mother breastfeeding support to multi-para WIC mothers in Grover Beach and any mother receiving services in Atascadero, Cambria, Morro Bay, Nipomo and San Luis Obispo.

**II. OPERATING: \$95,699**

Breastfeeding Supplies-Up to 20 single users or multi-user breast pumps to be used in the breast pump loan program. Approximately \$500-\$700/pump. Purchase 6 Ameda Platinum Pumps to have stationed at each WIC site for IBCLC to use for emergency consults that include engorgement, and other issues. The two Ameda Platinum pumps purchase years ago have been damaged and recycled. Each Ameda pump is estimated between \$1000 - \$1500. A bariatric chair or comfortable breastfeeding chair, a designated electric pump, and a refrigerator for breastmilk storage. Other items necessary for milk expression.

Educational Materials--Materials/posters/items for breastfeeding friendly promotion/outreach and education.

Office Supplies at all WIC clinics

Travel & Mileage-Mileage to WIC satellite clinics

Computer Replacement- 2 computers and software for BABES staff

Training-Registration for Conference for the IBCLC

**III. INDIRECT: \$78,493**

Calculated at 15% of total personnel costs.

**IV. OTHER COSTS: \$10,000**

Paid Advertising- Advertising may include promoting Lactation Services outside the scope of WIC that include free consults and free breast pump rental.

Translation Services- Subcontract or stipend for indigenous languages translation services.

\* International Board-Certified Lactation Consultant

## First Amendment to Contract for SLOCOE

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and the San Luis Obispo County Office of Education ("the Contractor"), providing preschool services to children age 0-5.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 1, 2020 (hereinafter "Original Contract") for providing preschool services to children age 0-5.; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$643,763 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
Penny Borentstein, Vice-Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
James Brescia  
County Superintendent of Schools  
San Luis Obispo County Office of Education Date



## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$643,763 (Six hundred forty-three thousand seven hundred sixty-three dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and SLO County Office of  
Education-CSPP/First 5 Preschools  
Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

| Item                                |  |                                |                                |                                |           |
|-------------------------------------|--|--------------------------------|--------------------------------|--------------------------------|-----------|
| I. FUNDING FOR OVER-INCOME FAMILIES | July 1, 2020-<br>June 30, 2021<br>(Actual) | July 1, 2021-<br>June 30, 2022 | July 1, 2022-<br>June 30, 2023 | July 1, 2023-<br>June 30, 2024 | Total     |
| Funding for First 5/CSPP preschools | \$67,451                                   | \$192,104                      | \$192,104                      | \$192,104                      | \$643,763 |
| Subtotal                            | \$67,451                                   | \$192,104                      | \$192,104                      | \$192,104                      | \$643,763 |
| II. PERSONNEL                       |  |                                |                                |                                |           |
|                                     | 0  | 0                              |                                |                                |           |
| Subtotal                            | 0  | 0                              |                                |                                |           |
| III. OPERATING                      |  |                                |                                |                                |           |
|                                     | 0  | 0                              |                                |                                |           |
| Subtotal                            | 0  | 0                              |                                |                                |           |
| IV. INDIRECT                        |  |                                |                                |                                |           |
| @ % of Personnel                    | 0  | 0                              |                                |                                |           |
| Subtotal                            | 0  | 0                              |                                |                                |           |
| V. OTHER                            |  |                                |                                |                                |           |
|                                     | 0  | 0                              |                                |                                |           |
| Subtotal                            |  |                                |                                |                                |           |
| GRAND TOTAL                         | \$67,451                                   | \$192,104                      | \$192,104                      | \$192,104                      | \$643,763 |

**EXHIBIT B-1-A1**

**Budget Narrative**

**I. FUNDING FOR OVER-INCOME FAMILIES (\$643,763):** First 5 funding will be used to enroll children in CSPP/First 5 preschool classrooms (more specifically described in Section A-1, Scope of Work) who are over the CSPP family income at a reimbursement rate of \$46.94 child/per day (or most current rate). Funding will also be used to make up the difference in actual cost of income qualifying children and state child/per day reimbursement rates \$7.93child/per day.

**II. PERSONNEL: \$0**

**III. OPERATING: \$0**

**IV. INDIRECT: \$0**

**V. OTHER: \$0**

## First Amendment to Contract for Carsel Consulting Group

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and Rebecca Jean Carsel d/b/a Carsel Consulting Group ("Contractor"), providing health access trainer services to agencies serving children age 0-5 and their parents.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 27, 2020 (hereinafter "Original Contract") for providing health access trainer services to agencies serving children age 0-5 and their parents.; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$144,000 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Rebecca Carsel Date  
d/b/a Carsel Consulting Group

**EXHIBIT B-A1**

**COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$144,000 (One hundred forty-four thousand dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and Carsel Consulting Group  
Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

|   | July 1,<br>2020-<br>June 30,<br>2021 | July 1, 2021-<br>June 30, 2022 | July 1, 2022-<br>June 30, 2023 | July 1, 2023-<br>June 30, 2024 | Total            |
|---|--------------------------------------|--------------------------------|--------------------------------|--------------------------------|------------------|
| <b>I. PERSONNEL</b>   |                                      |                                |                                |                                |                  |
| RC HAT Services   | 18,320                               | 18,320                         | 19,380                         | 19,380                         | 73,280           |
| RC 3x3 Evaluation   | 22,000                               | 22,000                         |                                |                                | 44,000           |
| HAT Training Support Staff  | 3,000                                | 3,000                          | 3,300                          | 3,300                          | 12,000           |
| <b>Subtotal Personnel</b>   | <b>43,320</b>                        | <b>43,320</b>                  | <b>22,680</b>                  | <b>22,680</b>                  | <b>129,280</b>   |
| <b>II. OPERATING</b>  |                                      |                                |                                |                                |                  |
| Constant Contact<br>subscription, \$25/month for<br>email newsletters;<br>\$45/month for training<br>registration | 380                                  | 380                            | 380                            | 380                            | 1520             |
| Website hosting through<br>Weebly   | 100                                  | 100                            | 100                            | 100                            | 400              |
| Mileage to north and south<br>county for trainings and<br>meetings, 174 miles, IRS<br>rate of \$.575/mile in 2020 | 100                                  | 100                            | 100                            | 100                            | 400              |
| Printing of training and<br>outreach materials; supplies<br>for trainings   | 600                                  | 600                            | 240                            | 240                            | 2400             |
| <b>Subtotal Operating<br/>Expenses</b>  | <b>1,180</b>                         | <b>1,180</b>                   | <b>820</b>                     | <b>820</b>                     | <b>4720</b>      |
| <b>III. INDIRECT</b>  |                                      |                                |                                |                                |                  |
| Included in Personnel costs   | 0                                    | 0                              | 0                              | 0                              | 0                |
| <b>IV. OTHER (Please List)</b>  |                                      |                                |                                |                                |                  |
| Contracts with trainers.  | 2,500                                | 2,500                          | 1,500                          | 1,500                          | 10,000           |
| <b>Subtotal Other</b>   | <b>2,500</b>                         | <b>2,500</b>                   | <b>1,500</b>                   | <b>1,500</b>                   | <b>10,000</b>    |
| <b>TOTAL BUDGET</b>   | <b>\$47,000</b>                      | <b>\$47,000</b>                | <b>\$25,000</b>                | <b>\$25,000</b>                | <b>\$144,000</b> |

**EXHIBIT B-1-A1**  
**Two Year Budget Narrative, FY 2022-2024**

**I. PERSONNEL**

Rebecca Carsel DBA Carsel Consulting Group will provide 230 hours per year of services focused on facilitating collaborative efforts to increase health access, communications, networking, and one-to-one assistance for family advocates and other child-serving professionals, as well as overall project vision and management. She will attend quarterly First 5 Partners meetings and will be responsible for project data collection and reporting. She will delegate support tasks to: TBD. Ms. Carsel's time will be billed at \$85 per hour including all office costs and overhead, liability insurance, personnel costs (federal and state taxes, social security, pension, health insurance), communications costs, and professional fees.

Natalie Rhodes will provide 60 hours per year of services focused on support for training set-up and implementation, resource development, website, newsletter, outreach materials, and other communications. Ms. Rhodes' time will be billed at \$55 per hour and will include all office costs and overhead, liability insurance, personnel costs (federal and state taxes, social security, pension, health insurance), communications costs, and professional fees.

**II. OPERATING EXPENSES**

Constant Contact subscription allows email newsletters to be read easily while conveying a professional tone. Eight months at \$25/month, four months at \$45/month includes online training registration. Website hosting \$100/year.

Mileage is calculated at \$0.585/mile for 2022, the current IRS rate, and is estimated at 4 trips per year from San Luis Obispo to other parts of the county, at an average of 40 miles round trip per trip.

Training and outreach materials will be printed strategically as needed to ensure use, using a partner agency's reduced copying rate whenever possible; materials will also be posted online for download by interested parties. Other training supplies may include name badge labels, flip chart paper, laminated flyers for participants' offices, snacks for longer trainings, etc.

**III. INDIRECT COSTS**

All indirect costs are included in the hourly rate for the applicant consultants. These include administrative costs such as office space, utilities, computers, printers, software, telephones, and internet service.

**IV. OTHER COSTS**

Contracts with trainers as needed to achieve project goals.



First Amendment to Contract for County of San Luis Obispo:  
SLOPHD ORAL HEALTH PROGRAM MANAGER

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and the San Luis Obispo County Health Agency, Public Health Department, ("the Contractor"), providing county-wide oral health coordination services to children age 0-5 and their parents.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 9, 2020 (hereinafter "Original Contract") for county-wide oral health coordination services to children age 0-5 and their parents; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$142,380 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: \_\_\_\_\_  
Deputy County Counsel Date

**COUNTY OF SAN LUIS OBISPO,**  
A Public Entity in the State of California

By: \_\_\_\_\_  
Penny Borenstein, Interim Health Agency Director Date

## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$142,380 (One hundred forty-two thousand three hundred eighty dollars) pursuant to the project budget and budget narrative in Exhibits B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and San Luis Obispo County  
Health Agency, Public Health Department-OHPM  
Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

| <b>Item</b>                    | <b>July 1, 2020-<br/>June 30, 2021<br/>(Actual)</b> | <b>July 1, 2020-<br/>June 30, 2021</b> | <b>July 1, 2021-<br/>June 30, 2022</b> | <b>July 1, 2021-<br/>June 30, 2022</b> | <b>Total</b>     |
|--------------------------------|---|--|--|--|------------------|
| <b>I. PERSONNEL</b>            |   |  |  |  |                  |
| Oral Health<br>Program Manager | \$22,380  | \$40,000                               | 40,000                                 | 40,000                                 | \$142,380        |
| <b>Subtotal</b>                | <b>\$22,380</b>                                     | <b>\$40,000</b>                        | <b>\$40,000</b>                        | <b>\$40,000</b>                        | <b>\$142,380</b> |
| <b>II. OPERATING</b>           |   |  |  |  |                  |
| N/A                            |   |  |  |  | 0                |
| <b>Subtotal</b>                | <b>0</b>  | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>         |
| <b>III. INDIRECT</b>           |   |  |  |  |                  |
| @ % of Personnel               | 0   | 0                                      | 0                                      | 0                                      | 0                |
| <b>Subtotal</b>                | <b>0</b>  | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>         |
| <b>IV. OTHER</b>               |   |  |  |  |                  |
| N/A                            |   |  |  |  | 0                |
| <b>Subtotal</b>                | <b>0</b>  | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>         |
| <b>GRAND TOTAL</b>             | <b>\$22,380</b>                                     | <b>\$40,000</b>                        | <b>\$40,000</b>                        | <b>\$40,000</b>                        | <b>\$142,380</b> |

## **EXHIBIT B-1-A1**

### **Budget Narrative**

#### **I. PERSONNEL**

**Oral Health Program Manager (OHPM):** Supports salary and benefits towards 1 FTE up to \$142,380 over a four-year period to match federal funding received from Title XIX. OHPM salary is \$82,388.80 per year with anticipated 5% step increase in coming year. Benefits are figured at 59%. Matching funds based on type of activities performed with minimum of 1:1 match, up to 3:1 match. OHPM will provide a variety of professional program activities in the planning, organizing, and administering of the Oral Health Program; lead countywide oral health coordination efforts that support the implementation of the county Oral Health Strategic Plan; provide outreach, education, case management and direct services to pediatric dental patients, and referrals for dental care to local providers. Keep complete and accurate records and information to permit evaluation of services provided.

#### **II. OPERATING EXPENSES**

N/A

#### **III. INDIRECT COSTS**

N/A

#### **IV. OTHER COSTS**

N/A

## Second Amendment to Contract for Parents Helping Parents

This Second AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and Parents Helping Parents of San Luis Obispo County, ("the Contractor"),

WHEREAS, the parties to this Second Amendment entered into a Contract for Services on October 28, 2021 (hereinafter "Original Contract") to provide services for families with special needs; and

WHEREAS, the amended contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the amended Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$226,264 in accordance with Exhibit B-A2 and Exhibit B-1-A2 attached hereto and incorporated herein by this reference.
- B. Exhibit B-A1 of the Amended Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A2 (Attached).
- C. Exhibit B-1-A1 of the Amended Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A2 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this agreement as of the date first set forth herein.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY  
LEGAL COUNSEL FOR THE COMMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Sharlene Agrusa, Executive Director Date  
Parents Helping Parents of San Luis Obispo County

**EXHIBIT B-A2**

**COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$226,264 (Two hundred twenty-six thousand two hundred sixty-four dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A2, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A2. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A2. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A2.



Contract for Services Between First 5 San Luis Obispo County and Parents Helping Parents of  
San Luis Obispo County  
Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A2**

**BUDGET**

| <b>Item</b>                | <b>July 1, 2020-<br/>June 30, 2021</b> | <b>July 1, 2021-<br/>June 30, 2022</b> | <b>July 1, 2022-<br/>June 30, 2023</b> | <b>July 1, 2023-<br/>June 30, 2024</b> | <b>Total</b>     |
|----------------------------|--|--|--|--|------------------|
| <b>I. PERSONNEL</b>        |  |  |  |  |                  |
| Director                   | 3,562                                  | 7,000                                  | 7,000                                  | 7,000                                  | 24,562           |
| Parent Resource Specialist | 12,979                                 | 19,000                                 | 19,000                                 | 19,000                                 | 69,979           |
| Parent Resource Specialist | 12,979                                 | 19,000                                 | 19,000                                 | 19,000                                 | 69,979           |
| Benefits @ 20% of Salary   | 5,904                                  | 9,000                                  | 9,000                                  | 9,000                                  | 32,904           |
| <b>Subtotal</b>            | <b>35,424</b>                          | <b>54,000</b>                          | <b>54,000</b>                          | <b>54,000</b>                          | <b>197,424</b>   |
| <b>II. OPERATING</b>       |  |  |  |  |                  |
| Office Supplies            | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| Print/Copy                 | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| Equipment                  | 99                                     | 99                                     | 99                                     | 99                                     | 397              |
| Resource Materials         | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| Mailing Postage            | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| Insurance                  | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| Staff Training             | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| Travel                     | 600                                    | 600                                    | 600                                    | 600                                    | 2,400            |
| Rent                       | 1,200                                  | 1,200                                  | 1,200                                  | 1,200                                  | 4,800            |
| Audit                      | 100                                    | 100                                    | 100                                    | 100                                    | 400              |
| <b>Subtotal</b>            | <b>2,599</b>                           | <b>2,599</b>                           | <b>2,599</b>                           | <b>2,599</b>                           | <b>10,397</b>    |
| <b>III. INDIRECT</b>       |  |  |  |  |                  |
| @ 10% of Personnel         | 3,542                                  | 4,967                                  | 4,967                                  | 4,967                                  | 18,442           |
| <b>Subtotal</b>            | <b>3,542</b>                           | <b>4,967</b>                           | <b>4,967</b>                           | <b>4,967</b>                           | <b>18,442</b>    |
| <b>IV. OTHER</b>           |  |  |  |  |                  |
| N/A                        | 0                                      | 0                                      | 0                                      | 0                                      | 0                |
| <b>Subtotal</b>            | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>         |
| <b>GRAND TOTAL</b>         | <b>\$41,566</b>                        | <b>\$61,566</b>                        | <b>\$61,566</b>                        | <b>\$61,566</b>                        | <b>\$226,264</b> |

**EXHIBIT B-1-A2**

**Budget Narrative**

**I. PERSONNEL \$89,424**

Director, ~3 hours, per week x 52 weeks per year x 2 years

Hourly \$34.25, Total \$10,562

Parent Resource Specialists

Estimated Hourly \$20.00, Total \$63,958

Approximately 30 hours per week x 2 years

Benefits @ 20% of personnel = \$14,904

**II. OPERATING \$10,397**

|                           |   |
|---------------------------|---|
| Office Supplies           | General office supplies, library cataloging materials, supplies for library parent education programs.              |
| Printing                  | Brochures, business cards, event flyers, stationary   |
| Equipment/Repair & Maint. | Office equipment, replacement, maintenance or software, database development.                                       |
| Resource Materials        | Books, audio visuals, educational materials, child development materials  |
| Postage/Mailing           | Postage & mailing costs associated with parent information and outreach materials.<br>Approx 6 rolls of .49 stamps. |
| Insurance                 | Portion of UCP insurance costs  |
| Training Expenses         | Costs associated with staff training to maintain quality service as it relates to children 0-5 yrs.                 |
| Travel                    | Mileage costs related FF meetings, training, PHP inter-office and outreach activities.                              |
| Rent & Utilities          | Portion of office space rent @ 3620 Sacramento Dr. SLO and 940 Ramona Ave   |
| Audit                     | Portion of UCP audit costs  |

**III. INDIRECT \$18,442**

**~10% Personnel**

**IV. OTHER 0**

**None**

## First Amendment to Contract for Tolosa Children's Dental Center

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and Tolosa Children's Dental Center, a non-profit corporation ("the Contractor"), providing pediatric dental services.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 9, 2020 (hereinafter "Original Contract") for providing pediatric dental services; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$80,000 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Suzanne Russell, Executive Director Date  
Tolosa Children's Dental Center

## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$80,000 (Eighty thousand dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County & Tolosa Children's Dental Center.

Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

| <b>Item</b>                                    | <b>July 1, 2020-<br/>June 30, 2021</b> | <b>July 1, 2021-<br/>June 30, 2022</b> | <b>July 1, 2022-<br/>June 30, 2023</b> | <b>July 1, 2023-<br/>June 30, 2024</b> | <b>Total</b>    |
|--|--|--|--|--|-----------------|
| <b>I. UNREIMBURSED COSTS</b>                   |  |  |  |  |                 |
| Preventive Care Appointments for 0-5 age group | 18,983                                 | 18,983                                 | 18,983                                 | 18,983                                 | \$75,932        |
| Silver Diamine Fluoride (SDF) applications     | 1,017                                  | 1,017                                  | 1,017                                  | 1,017                                  | \$4,068         |
| <b>Subtotal</b>                                | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$80,000</b> |
| <b>II. PERSONNEL</b>                           |  |  |  |  |                 |
|  | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>Subtotal</b>                                | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>        |
| <b>III. OPERATING</b>                          |  |  |  |  |                 |
|  |  |  |  |  |                 |
| <b>Subtotal</b>                                | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>        |
| <b>IV. INDIRECT</b>                            |  |  |  |  |                 |
| @ % of Personnel                               | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>Subtotal</b>                                | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>                               | <b>0</b>        |
| <b>V. OTHER</b>                                |  |  |  |  |                 |
|  | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>Subtotal</b>                                |  |  |  |  |                 |
| <b>GRAND TOTAL</b>                             | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$80,000</b> |

Contract for Services Between First 5 San Luis Obispo County & Tolosa Children's Dental Center.

Fiscal Period July 1, 2020-June 30, 2024

## **EXHIBIT B-1-A1**

### **Budget Narrative**

#### **I. UNREIMBURSED COSTS OF PREVENTIVE CARE APPOINTMENTS:**

It is projected that preventive care costs will total approximately \$75,932 (~433 patients with an average unreimbursed cost of \$175.00).

It is projected that costs for unreimbursed SDF applications will be \$4.068 (~80 appointments @ \$50.00 each).

## First Amendment to Contract for Vision Screening Services

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and Tolosa Children's Dental Center, a non-profit corporation ("the Contractor"), Gary Englund, O.D., a professional corporation ("the Contractor"), providing vision screening services to children ages 0-5.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 9, 2020 (hereinafter "Original Contract") for providing vision screening services to children ages 0-5; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$45,714 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.



IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Gary Englund, O.D., A Professional Corporation Date

## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$45,714 (Forty-five thousand seven hundred fourteen dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and Gary Englund, OD – a professional corporation.

Fiscal Period July 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

| <b>Item</b>                 | <b>July 1, 2020-<br/>June 30, 2021</b> | <b>July 1, 2021-<br/>June 30, 2022</b> | <b>July 1, 2022-<br/>June 30, 2023</b> | <b>July 1, 2023-<br/>June 30, 2024</b> | <b>Total</b>    |
|-----------------------------|--|--|--|--|-----------------|
| <b>I. PERSONNEL</b>         |  |  |  |  |                 |
| Optometrist Services Screen | 714                                    | 4,000                                  | 16,000                                 | 16,000                                 | 36,714          |
| Para Professional Services  |  | 1000                                   | 600                                    | 600                                    | 2,200           |
| <b>Subtotal</b>             | 714                                    | 5,000                                  | 16,600                                 | 16,600                                 | 38,914          |
| <b>II. OPERATING</b>        |  |  |  |  |                 |
| Travel/Mileage              |  |  | 3,333                                  | 3,333                                  | 6,666           |
| Photocopying                |  |  | 67                                     | 67                                     | 134             |
| <b>Subtotal</b>             | 0                                      | 0                                      | 3,400                                  | 3,400                                  | 6,800           |
| <b>III. INDIRECT</b>        |  |  |  |  |                 |
| @0% of Personnel            | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>Subtotal</b>             | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>IV. OTHER</b>            |  |  |  |  |                 |
| N/A                         | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>Subtotal</b>             | 0                                      | 0                                      | 0                                      | 0                                      | 0               |
| <b>GRAND TOTAL</b>          | <b>\$714</b>                           | <b>\$5,000</b>                         | <b>\$20,000</b>                        | <b>\$20,000</b>                        | <b>\$45,714</b> |

Contract for Services Between First 5 San Luis Obispo County and Gary Englund, OD – a professional corporation.

Fiscal Period July 1, 2020-June 30, 2024

## **EXHIBIT B-1-A1**

### **Budget Narrative**

#### **I. PERSONNEL: \$38,914**

Optometrist services for screening: \$75/hr. \$36,714

Paraprofessional to aid in screening and treatment: \$2,200

#### **II. OPERATING: \$6,800**

Travel/Mileage to screening visits throughout county. .485/mile. \$5,000

Photocopying of documents related to screening and referrals \$200

#### **III. INDIRECT: \$0**

#### **IV. OTHER: \$0**

All funds received will be used to provide direct services to the children. Licensed eye care professionals will contract services. To be as cost effective as possible, paraoptometric assistants may be used at larger schools or where special needs or language translation is needed. Because of the breadth of geographic coverage of this project and the desire to evaluate the children on-site, a travel mileage expense will be granted at \$.485/mile. In kind services and equipment will be provided by the local Lions' Clubs and Gary Englund, O.D.APC and will include liability insurance, telephone, and all other administrative needs.

## First Amendment to Contract for The Link: Family Support

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and The Link Family Resource Center ("the Contractor"), providing family resource and support services to families with children ages 0-5.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on July 9, 2020 (hereinafter "Original Contract") for providing family resource and support services to families with children ages 0-5.; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$350,000 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Lisa Fraser, Executive Director Date

## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$350,000 (Three hundred fifty thousand dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

**EXHIBIT B-1-A1**

**BUDGET**

| <b>Item</b>  | <b>Jan 1, 2021-<br/>June 30, 2022</b> | <b>Jan 1, 2022-<br/>June 30, 2023</b> | <b>Jan 1, 2023-<br/>June 30, 2024</b> | <b>Total</b>     |
|--|---------------------------------------|---------------------------------------|---------------------------------------|------------------|
| <b>I. PERSONNEL</b>  |                                       |                                       |                                       |                  |
| Executive Director   | \$6,000                               | \$4,000                               | \$4,000                               | \$14,000         |
| Chief Financial Officer  | \$9,360                               | \$6,240                               | \$6,240                               | \$21,840         |
| Data Coordinator   | \$3,120                               | \$2,080                               | \$2,080                               | \$7,280          |
| Family Advocate Services Manager                                 | \$23,400                              | \$15,600                              | \$15,600                              | \$54,600         |
| Bi-Lingual Family Advocate 1.0 FTE                               | \$59,280                              | \$39,520                              | \$39,520                              | \$138,320        |
| Bi-Lingual Family Advocate 0.5 FTE                               | \$29,640                              | \$19,760                              | \$19,760                              | \$69,160         |
| Paso Robles JUSD School Readiness Coordinator Advocate (In-kind) | \$0                                   | \$0                                   | \$0                                   | \$0              |
| Payroll taxes  | \$2,920                               | \$1,947                               | \$1,947                               | \$6,813          |
| <b>Subtotal</b>  | <b>\$133,720</b>                      | <b>\$89,147</b>                       | <b>\$89,147</b>                       | <b>\$312,013</b> |
| <b>II. OPERATING</b>   |                                       |                                       |                                       |                  |
| Mileage  | \$9,000                               | \$6,000                               | \$6,000                               | \$21,000         |
| Telephone 3 phones   | \$1,800                               | \$1,200                               | \$1,200                               | \$4,200          |
| Data Tool - \$350 Mo x 12 mo                                     | \$1,800                               | \$1,200                               | \$1,200                               | \$4,200          |
| Office supplies  | \$1,680                               | \$1,120                               | \$1,120                               | \$3,920          |
| Supplies for Family Literacy                                     | \$2,000                               | \$1,333                               | \$1,333                               | \$4,667          |
| <b>Subtotal</b>  | <b>\$16,280</b>                       | <b>\$10,853</b>                       | <b>\$10,853</b>                       | <b>\$37,987</b>  |
| <b>III. INDIRECT</b>   |                                       |                                       |                                       |                  |
| @0% of Personnel   | 0                                     | 0                                     | 0                                     | 0                |
| <b>Subtotal</b>  | <b>0</b>                              | <b>0</b>                              | <b>0</b>                              | <b>0</b>         |
| <b>IV. OTHER</b>   |                                       |                                       |                                       |                  |
| N/A  | 0                                     | 0                                     | 0                                     | 0                |
| <b>Subtotal</b>  | <b>0</b>                              | <b>0</b>                              | <b>0</b>                              | <b>0</b>         |
| <b>GRAND TOTAL</b>   | <b>\$150,000</b>                      | <b>\$100,000</b>                      | <b>\$100,000</b>                      | <b>\$350,000</b> |



## **EXHIBIT B-1-A1**

### **Budget Narrative**

#### **I. PERSONNEL: \$312,013**

Executive Director: Experienced nonprofit leadership, partnership development, monitors program budget, provides child abuse prevention expertise to the project. (\$60/hr. x 1.3/wk)

Chief Financial Officer: Qualified nonprofit accounting and human resource management, annual audit and tax preparation, supervision of administrative assistants (\$40/hr. x 3/wk)

Program Data Coordinator

Supports Executive Director and Family Advocate Services Manager on data management and trains Family Advocates as assigned  
(\$20/hr. x 2/wk.)

.50 FTE Family Advocate Services Manager: Qualified program manager with 20 years' experience in program development and training  
(\$30 x 20hrs/wk)

1.0 FTE Family Advocate Paso Robles, San Miguel, Shandon & Lake Nacimiento area (\$19 x 40hrs/wk).

.5 FTE Family Advocate: Atascadero, Creston, Carrizo Plains, Santa Margarita & Templeton (\$19 x 20hrs/wk).

.5 FTE Paso Robles JUSD School Readiness Coordinator (In-kind)

#### **II. OPERATING: \$37,987**

Travel/Mileage to clients, families visits throughout county (May be adjusted depending on health and safety restrictions related to Covid-19)

Telephone 3 phones for family advocate team

Data Tool Social Solutions Case Management Subscription: Contribution to custom data collection & data analysis online tool designed to track case management outcomes

Office supplies for family advocates

Supplies for Family Literacy

#### **III. INDIRECT: \$0**

#### **IV. OTHER: \$0**

## First Amendment to Contract for Community Action Partnership of SLO County

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and Community Action Partnership of San Luis Obispo County, Inc., a California corporation, ("the Contractor"),

WHEREAS, the parties to this First Amendment entered into a Contract for Services on December 3, 2020 (hereinafter "Original Contract") for basic needs support to families with children prenatal to age 5; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$169,737 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY LEGAL COUNSEL FOR THE COMMISSION:

APPROVED AS TO FORM AND LEGAL EFFECT BY  
LEGAL COUNSEL FOR THE COMMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Elizabeth "Biz" Steinberg, Executive Director Date  
Community Action Partnership of SLO County, Inc.

## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$169,737 (One Hundred Sixty-Nine Thousand Seven Hundred Thirty-Seven Dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and Community Action  
Partnership of SLO County-Basic Needs Support.  
Fiscal Period Dec, 2020-June 30, 2024

**EXHIBIT B-1-A1  
BUDGET**

| <b>PERSONNEL SALARIES</b>            | <b>Year 1<br/>Dec 20'- Jun 21'</b> | <b>Year 2<br/>July 21'- Jun 22'</b> | <b>Year 3<br/>Jul 22' - Jun 23'</b> | <b>Year 4<br/>Jul 23' - Jun 24'</b> | <b>Total</b>   |
|--------------------------------------|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|----------------|
| Community Resource Specialist        | 7,332                              | 21,320                              | 21,746                              | 22,181                              | 72,580         |
| <b>TOTAL SALARIES</b>                | <b>7,332</b>                       | <b>21,320</b>                       | <b>21,746</b>                       | <b>22,181</b>                       | <b>72,580</b>  |
| <b>FRINGE BENEFITS</b>               | <b>Year 1</b>                      | <b>Year 2</b>                       | <b>Year 3</b>                       | <b>Year 4</b>                       | <b>Total</b>   |
| Payroll Taxes: FICA and SUI          | 469                                | 1,848                               | 1,881                               | 1,914                               | 6,111          |
| Health and Disability Insurance      | 1,499                              | 5,357                               | 5,562                               | 5,935                               | 18,353         |
| Workers Compensation                 | 143                                | 102                                 | 55                                  | 582                                 | 882            |
| Retirement                           | 333                                | 640                                 | 652                                 | 665                                 | 2,291          |
| <b>TOTAL FRINGE BENEFITS</b>         | <b>2,444</b>                       | <b>7,947</b>                        | <b>8,149</b>                        | <b>9,097</b>                        | <b>27,636</b>  |
| <b>TOTAL PERSONNEL COSTS</b>         | <b>9,776</b>                       | <b>29,267</b>                       | <b>29,895</b>                       | <b>31,278</b>                       | <b>100,216</b> |
| <b>OPERATIONAL COSTS</b>             | <b>Year 1</b>                      | <b>Year 2</b>                       | <b>Year 3</b>                       | <b>Year 4</b>                       | <b>Total</b>   |
| Family Support / Participant Support | 20,000                             | 8,500                               | 12,500                              | 11,000                              | 52,000         |
| Local Mileage                        | -                                  | 500                                 | 702                                 | 702                                 | 1,904          |
| Technology Supplies                  | -                                  | 1,000                               | 500                                 | 350                                 | 1,850          |
| Telephone - Cell Service             | 102                                | 300                                 | 384                                 | 408                                 | 1,194          |
| <b>TOTAL OPERATIONAL</b>             | <b>20,102</b>                      | <b>10,300</b>                       | <b>14,086</b>                       | <b>12,460</b>                       | <b>56,948</b>  |
| <b>TOTAL DIRECT CHARGES</b>          | <b>29,878</b>                      | <b>39,567</b>                       | <b>43,981</b>                       | <b>43,738</b>                       | <b>157,164</b> |
| <b>INDIRECT COSTS (8.0%)</b>         | <b>2,390</b>                       | <b>3,165</b>                        | <b>3,519</b>                        | <b>3,499</b>                        | <b>12,573</b>  |

**TOTAL  
OPERATING**

|           |               |           |               |           |               |           |               |           |                |
|-----------|---------------|-----------|---------------|-----------|---------------|-----------|---------------|-----------|----------------|
| <b>\$</b> | <b>32,268</b> | <b>\$</b> | <b>42,732</b> | <b>\$</b> | <b>47,500</b> | <b>\$</b> | <b>10,683</b> | <b>\$</b> | <b>169,737</b> |
|-----------|---------------|-----------|---------------|-----------|---------------|-----------|---------------|-----------|----------------|

**IN-KIND BUDGET**

| <b>IN-KIND</b>              | <b>Year 1</b> | <b>Year 2</b> | <b>Year 3</b> | <b>Year 4</b> | <b>Total</b>  |
|-----------------------------|---------------|---------------|---------------|---------------|---------------|
|                             | \$ 8,067      | 10,683        | 11,875        | 11,809        | 42,434        |
| <b>TOTAL IN-KIND BUDGET</b> | <b>8,067</b>  | <b>10,683</b> | <b>11,875</b> | <b>11,809</b> | <b>42,434</b> |

## **EXHIBIT B-1-A1**

### **Budget Narrative**

#### **PERSONNEL**

Salaries are based on the current wage scales and on the agency's most current salary comparability data. Language differentials are included for qualified staff. Staff that work in the central office will charge only actual hours worked on this grant to this budget. All salaries have a 2% annual estimate for cost of living adjustments. Total = \$72,580

#### **FRINGE BENEFITS**

Fringe Benefits include employee life, health, dental and disability insurance, social security taxes, unemployment insurance, retirement plan, and worker's compensation insurance. All health insurance costs have an estimated 10% annual increase. Total = \$27,636

#### **OPERATIONAL COSTS**

Technology Supplies Cost to purchase a laptop for a new staff on the first year. Total = \$1,850

Family Support / Participant Support will help forty families w/ financial support up to five hundred dollars. Total = \$52,000

Local Mileage will be used to reimburse staff for using personal vehicles for program business. Total = \$1,904

Telephone & Communications costs include a cost for a cell phone reimbursement. Total = \$1,194

#### **INDIRECT COSTS**

The Department of Health and Human Services is our cognizant agency. On 2/5/20, the Division of Cost Allocation approved a provisional indirect rate of 8% for the time period April 1, 2019 through March 31, 2022. \$12,573

#### **IN-KIND**

Family Preservation Coordinator at 3% FTE  
Total = \$42,434

## First Amendment to Contract for South County Youth Coalition

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and South County Youth Coalition Inc., a California corporation ("the Contractor"), providing parent learning pods to families with children ages 0-5.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on December 3, 2020 (hereinafter "Original Contract") for providing parent learning pods to families with children ages 0-5; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by two years to end June 30, 2024; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$135,792 for fiscal years 2020-2024, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY  
LEGAL COUNSEL FOR THE COMMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date

CONTRACTOR:

By: \_\_\_\_\_  
Sara Zepeda, Board Treasurer Date  
South County Youth Coalition, Inc.



## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$135,792 (One hundred thirty-five thousand seven hundred ninety-two dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and South County Youth  
Coalition-Parent Education Pods.  
Fiscal Period December 1, 2020-June 30, 2024

**EXHIBIT B-1-A1**

**BUDGET**

| <b>Item</b>             | <b>Budget<br/>Dec, 2020 - June, 2022</b> | <b>Budget<br/>July 1, 2022 - June 30, 2023</b> | <b>Budget<br/>July 1, 2023 - June 30, 2024</b> | <b>Total</b>     |
|-------------------------|--|--|--|------------------|
| <b>I. PERSONNEL</b>     |  |  |  |                  |
| Coordinator             | \$6,000                                  | \$7,333  | \$7,333  | \$20,666         |
| Instructor Subcontracts | \$25,600                                 | \$13,733                                       | \$13,733                                       | \$53,066         |
| Child Care Subcontracts | \$10,800                                 | \$7,200  | \$7,200  | \$25,200         |
| <b>Subtotal</b>         | <b>\$42,400</b>                          | <b>\$28,266</b>                                | <b>\$28,266</b>                                | <b>\$98,932</b>  |
| <b>II. OPERATING</b>    |  |  |  |                  |
| Class Supplies          | \$4,250                                  | \$2,000  | \$2,000  | \$8,250          |
| Class Snacks/Food       | \$7,200                                  | \$3,500  | \$3,500  | \$14,200         |
| Venue                   | \$1,500                                  | \$1,000  | \$1,000  | \$3,500          |
| Misc Supplies           | \$600                                    | \$445  | \$445  | \$1,490          |
| <b>Subtotal</b>         | <b>\$13,550</b>                          | <b>\$6,945</b>                                 | <b>\$6,945</b>                                 | <b>\$27,440</b>  |
| <b>III. INDIRECT</b>    |  |  |  |                  |
| @~9.5% of Personnel     | \$4,050                                  | \$2,685  | \$2,685  | \$9,420          |
| <b>Subtotal</b>         | <b>\$4,050</b>                           | <b>\$2,685</b>                                 | <b>\$2,685</b>                                 | <b>\$9,420</b>   |
| <b>IV. OTHER</b>        |  |  |  |                  |
| N/A                     | 0  | 0  |  | 0                |
| <b>Subtotal</b>         | <b>0</b>                                 | <b>0</b>                                       | <b>0</b>                                       | <b>0</b>         |
| <b>GRAND TOTAL</b>      | <b>\$60,000</b>                          | <b>\$37,896</b>                                | <b>\$37,896</b>                                | <b>\$135,792</b> |

**EXHIBIT B-1-A1**  
**Budget Narrative**

**I. PERSONNEL: \$98,932**

- Parent Education Pod Coordinator \$20,666 (\$25/hr) Anticipated coordination support averaging 12 hours per week during the learning pod series offered over grant period.
- \$53,066 Instructor Fees-Subcontracts
- \$25,200 for sibling childcare to remove barriers to participation for parents

**II. OPERATING: \$27,440**

**English/Spanish Learning Pods Program costs include:**

- \$8,250 in class supplies for experiential activities
- \$14,200 to provide food and snacks for participants at each class
- \$3,500 Costs for potential venue space rental
- \$1,490 Miscellaneous Supplies

**III. INDIRECT: \$9,420**

9.5% of personnel

**IV. OTHER: \$0**

## First Amendment to Contract for Pregnancy and Parenting Support

This First AMENDMENT to Contract is entered into on March 23, 2022, by and between the Children and Families Commission of San Luis Obispo County, a political subdivision of the State of California, pursuant to Health and Safety Code section 130140.1 ("the Commission"), whose address is 3220 South Higuera Suite 232, San Luis Obispo, CA 93401 and San Luis Obispo A L P H A Inc., dba Pregnancy and Parenting Support of SLO County, a California corporation, ("the Contractor"), providing perinatal mental health support counseling to pregnant women and new parents with children ages 0-5.

WHEREAS, the parties to this First Amendment entered into a Contract for Services on December 3, 2020 (hereinafter "Original Contract") for providing perinatal mental health support counseling to pregnant women and new parents with children ages 0-5.; and

WHEREAS, the original contract is scheduled to end June 30, 2022; and

WHEREAS, upon mutual agreement of the Commission and Contractor, the parties wish to extend the term of the Original Contract by one year to end June 30, 2023; and

WHEREAS, this extension is subject to the same terms, services deliverables and conditions made under the original Contract;

NOW THEREFORE, the parties agree as follows:

- A. The total amount payable to Contractor shall not exceed \$52,165 for fiscal years 2020-2023, in accordance with Exhibit B-A1 and Exhibit B-1-A1 attached hereto and incorporated herein by this reference.
- B. Exhibit B of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-A1 (Attached).
- C. Exhibit B-1 of the Original Contract is hereby deleted and replaced, in its entirety, with Exhibit B-1-A1 (Attached).
- D. All other terms and conditions of the Original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Concurred in by the Executive Director of the Children and Families Commission of San Luis Obispo County.

By: \_\_\_\_\_  
Wendy Wendt, Executive Director Date \_\_\_\_\_

CHILDREN AND FAMILIES COMISSION OF SAN LUIS OBISPO COUNTY

By: \_\_\_\_\_  
James Brescia, Chairperson Date \_\_\_\_\_

Authorized by Commission Action on: \_\_\_\_\_.

APPROVED AS TO FORM AND LEGAL EFFECT BY  
LEGAL COUNSEL FOR THE COMMISSION:

Natalie Frye-Laacke

By: \_\_\_\_\_  
Natalie Frye-Laacke, Counsel for Commission Date \_\_\_\_\_

CONTRACTOR:

By: \_\_\_\_\_  
Lisa Fraser, Board President Date \_\_\_\_\_

## **EXHIBIT B-A1**

### **COMPENSATION AND BILLING**

1. **Compensation.** Commission shall pay to Contractor as compensation for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - a. The total payable under the terms of this agreement shall not exceed \$52,165 (Fifty-two thousand one hundred sixty-five dollars) pursuant to the project budget and budget narrative in Exhibit B-1-A1, which is incorporated herein by reference.
  - b. Contractor shall be reimbursed for all costs necessary and reasonable for performance of the obligations of the contract as established by the budget and budget narrative in Exhibit B-1-A1. Any costs incurred by the Contractor over and above the sums set out in the budget shall be at the sole risk and expense of the Contractor.
  - c. Contractor shall submit a request for payment of costs and actual expenses at least quarterly using a First 5 Program Invoice form, which Commission shall provide to Contractor, and must provide documentation verifying actual expenses incurred for which reimbursement is sought.
  - d. The compensation shall be paid within thirty (30) days after the receipt of the properly completed First 5 Program Invoice and all documentation verifying expenses from Contractor. First 5 reserves the right to withhold compensation for Contractor's failure to timely submit the quarterly program/services report for the quarter for which compensation is sought.
2. **Budget Adjustments.**
  - a. First 5 Executive Director (Director) must approve and execute amendments for budget adjustments to reallocate funds among budget categories contained in Exhibit B-1-A1. Requests for budget adjustments must be in writing with a showing of good cause that advances the overall purpose of the contract.
  - b. The Commission expressly grants to the Director the authority to approve said budget adjustments provided the change does not increase the maximum compensation of this contract or create any other obligation on the Commission under this contract.
  - c. Contractor must promptly give prior written notice to Director of proposed budget adjustments to reallocate funds among line items within budget categories contained in Exhibit B-1-A1.

Contract for Services Between First 5 San Luis Obispo County and Pregnancy and Parenting  
Support of SLO County-PMH Support Counseling.  
Fiscal Period Dec, 2020-June 30, 2023

**EXHIBIT B-1-A1**

**BUDGET**

| <b>Item</b>  | <b>Dec, 2020-<br/>June 30, 2021</b> | <b>July 1, 2021-<br/>June 30, 2022</b> | <b>July 1, 2022-<br/>June 30, 2023</b> | <b>Total</b>    |
|--|-------------------------------------|--|--|-----------------|
| <b>I. PERSONNEL</b>  |                                     |  |  |                 |
| Community Engagement Coordinator                                 | \$1,806                             | \$3,500                                | \$3,500                                | \$8,806         |
| FTE PPSSLO Lead Family Advocate                                  | \$2,288                             | \$4,580                                | \$4,580                                | \$11,448        |
| <b>Subtotal</b>  | <b>\$4,094</b>                      | <b>\$8,080</b>                         | <b>\$8,080</b>                         | <b>\$20,254</b> |
| <b>II. OPERATING</b>   |                                     |  |  |                 |
| Postpartum Support International Training                        | \$1,725                             | \$0                                    | \$3,000                                | \$4,725         |
| <b>Subtotal</b>  | <b>\$1,725</b>                      | <b>\$0</b>                             | <b>\$3,000</b>                         | <b>\$4,725</b>  |
| <b>III. INDIRECT</b>   |                                     |  |  |                 |
| @0% of Personnel   | 0                                   |  |  |                 |
| <b>Subtotal</b>  | <b>0</b>                            |  |  |                 |
| <b>IV. OTHER (Subcontracts)</b>                                  |                                     |  |  |                 |
| .10 FTE CCC Admin  | \$1,760                             | \$2,288                                | \$2,288                                | \$6,336         |
| Postpartum Support International Trained CCC Clinician           | \$1,650                             | \$4,800                                | \$4,800                                | \$11,250        |
| Postpartum Support International Trained CCC Bilingual Clinician |                                     | \$4,800                                | \$4,800                                | \$9,600         |
|  | <b>\$3,410</b>                      | <b>\$11,888</b>                        | <b>\$11,888</b>                        | <b>\$27,186</b> |
| <b>GRAND TOTAL</b>   | <b>\$9,229</b>                      | <b>\$19,968</b>                        | <b>\$22,968</b>                        | <b>\$52,165</b> |

**EXHIBIT B-1-A1**

**Budget Narrative**

**I. PERSONNEL: \$20,254**

1) Community Engagement Coordinator (\$27 x 2.5hrs/week) Expand responsibilities to include project implementation and coordination with CCC and First 5, monitors program quality and budget.

2) .10 FTE PPSSLO Lead Family Advocate (\$22/hr x 4hrs/wk) Fields warmline calls and refers clients to CCC. Provides follow-up support.

**II. OPERATING: \$4,725**

Postpartum Support International Training and Certification for Clinicians and Staff  
(Up to 5 Staff x ~\$1,000)

**III. INDIRECT: \$0**

**IV. OTHER (Community Counseling Center Subcontracts): \$27,186**

.10 FTE CCC Admin (\$22/hr x 2hrs/wk x 52wks)

Coordinate with PPSSLO and clinicians. Schedule client intakes and appointments, invoice PPSSLO.

Postpartum Support International Trained CCC Clinician  
(\$50/hr x 2hr/wk x 48wks/yr)

Postpartum Support International Trained CCC Bilingual Clinician  
(\$50/hr x 2hr/wk x 47wks/yr)