



Lori A. Cox
Agency Director

Thomas L. Berkley Square
2000 San Pablo Avenue, Fourth Floor
Oakland, California 94612
510-271-9100 / Fax: 510-271-9108
ssadirector@acgov.org
<http://alamedasocialservices.org>

January 30, 2015

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Dear Board Members:

SUBJECT: Amendment and approval of the Alternative Payment
Child and Development Contracts for FY 2014-2015.

RECOMMENDATIONS:

- A. Approve and authorize the President of the Board to sign Amendment 02 to Alternative Payment Contract Number CAPP-4000, Project No. 01-2401-00-4, with the California Department of Education from \$741,058 to a new total award of \$753,601, an increase of \$12,543, for Child care and development services effective July 1, 2014 through June 30, 2015.
- B. Approve funding amendments in the amount of \$12,543 to the following contractors, for final FY 2014-2015 awards totaling \$753,601 and delegate authority to the Social Services Agency Director, or designee, to sign and execute the amendments under the master contracting process for specific Resource and Referral and Alternative Payment contractors:

Resource and Referral Contractors:

- i. Master Contract No. 900164, Procurement Contract No. 10485 with Community Child Care Council (4Cs) of Alameda County (Principal: Renee Herzfeld; Location: Hayward), increasing the contract amount from \$118,760 to \$121,009 (\$2,249 increase);
- ii. Master Contract No. 900153, Procurement Contract No. 10483 with Bananas, Inc. (Principal: Richard Winefield; Location: Oakland), increasing the contract amount from \$397,374 to \$404,339 (\$6,965 increase);
- iii. Master Contract No. 900158, Procurement Contract No. 10481 with Child Care Links (Principal: Carol Thompson; Location: Pleasanton), increasing the contract amount from \$118,760 to \$121,009 (\$2,249 increase);

Alternative Payment Contractor:

- iv. Master Contract No. 900086, Procurement Contract No. 10489 with Davis Street Community Center (Principal: Rose Johnson; Location: San Leandro), increasing the contract amount from \$49,607 to \$50,687 (\$1,080 increase);

- C. Authorize an additional appropriation of \$12,543 completely offset by additional revenue, as detailed in the attached financial recommendation.

SUMMARY/DISCUSSION:

This letter requests action by your Board to approve and authorize signature for Amendment 02 to the FY 2014-2015 Alternative Payment Child Care and Development contract with California Department of Education (CDE) and approval of related funding amendments to specific procurement contracts as detailed above. The awards to child care providers and designated Resource and Referral (R&R) Contractors and Alternative Payment (AP) Provider will continue to provide short-term emergency child care to low-income families under the guidelines of the California Department of Education. The priority for services through this program is given to children who are receiving child protective services through Alameda County Social Services or identified by a legal, medical, or emergency shelter as abused, neglected, or exploited, or at risk of abuse, neglect, or exploitation and who reside in Alameda County.

SELECTION/CRITERIA PROCESS:

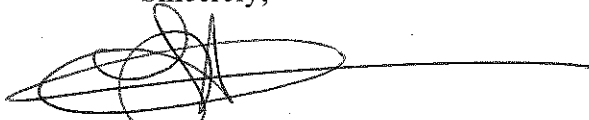
On July 29, 2014, (File No. 29409, Item No. 4), all of the contractors listed on Attachment A were previously approved by your Board. All were recommended according to the County's contracting policy. The contracts were determined according to the contractors' specialized skills, services and geographical locations. All contractors are located in the County of Alameda. All of the providers listed on Attachment A are non-profit community based organizations that are exempt from the County's SLEB policy.

Subsequently, on December 2, 2014, (File No. 29409, Item No. 29), your Board approved Amendment 01 to the contractors listed on Attachment A for related funding augmentation and continued child care and development services

FINANCING:

The FY 2014-2015 adjusted budget includes funds for this request. These costs are fully offset by revenue. There are no new net County costs.

Sincerely,



Lori A. Cox
Agency Director

Attachments: (1) Financial Recommendation
(2) CAPP-4000 Amendment 02 Contract documents (5) for Board President Signature

FINANCIAL RECOMMENDATION

AGENDA DATE: 3/10/2015

Subject of Board Letter: FY 2014-2015 Amendment to Alternative Pymt and Dev Contract

BY: 2015

FUND: 10000

The use of Designations, as follows:

| NAME OF DESIGNATION | ORG | AMOUNT |
|---------------------|-----|--------|
| | | |

The increase (decrease) in anticipated revenue, as follows:

| <i>Informational</i> | | | | |
|----------------------|--------|-------|---------|-----------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| 320100 | 452510 | 00000 | State | \$12,543 |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$12,543 |

| <i>Informational</i> | | | | |
|----------------------|------|------|---------|------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| | | | | |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$0 |

GRAND TOTAL ANTICIPATED REVENUE \$12,543

The increase (decrease) in appropriations, as follows:

| <i>Informational</i> | | | | |
|----------------------|--------|-------|---------|-----------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| 320100 | 610000 | 00000 | | \$12,543 |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$12,543 |

| <i>Informational</i> | | | | |
|----------------------|------|------|---------|------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| | | | | |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$0 |

GRAND TOTAL APPROPRIATION \$12,543

FINANCIAL RECOMMENDATION

AGENDA DATE: 3/10/2015

Subject of Board Letter: FY 2014-2015 Amendment to Alternative Pymt and Dev Contract

BY: 2015

FUND: 10000

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| | | | | |
| | | | | |
| ORG TOTAL | | | | \$12,543 |

| <i>Informational</i> | | | | |
|----------------------|------|------|---------|------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| | | | | |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$0 |

GRAND TOTAL ANTICIPATED REVENUE \$12,543

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|----------------------|--------|-------|---------|-----------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| 320100 | 610000 | 00000 | | \$12,543 |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$12,543 |

| <i>Informational</i> | | | | |
|----------------------|------|------|---------|------------|
| ORG | ACCT | PROG | PROJ/GR | AMOUNT |
| | | | | |
| | | | | |
| | | | | |
| ORG TOTAL | | | | \$0 |

GRAND TOTAL APPROPRIATION \$12,543



CLERK, BOARD OF SUPERVISORS

TO: J. Villaflore QIC: 20203 DATE 3/10/15
AGENDA DATE 3/3/15

ENCLOSED ARE THE CONTRACTS FOR YOUR DEPARTMENT, THAT WERE APPROVED ON THE ABOVE AGENDA DATE:

- WE RETAINED THE ORIGINAL CONTRACT FOR THE BOARD'S FILE AND FORWARDED ONE COPY TO THE AUDITOR-CONTROLLER. ALL REMAINING COPIES ARE HERE WITH RETURNED TO YOUR DEPARTMENT FOR DISTRIBUTION
- WE RETAINED THE ORIGINAL CONTRACT AND ARE RETURNING ALL REMAINING COPIES TO YOU FOR
- WE ARE RETURNING ALL COPIES OF THE UNSIGNED CONTRACT TO YOU. WHEN THE CONTRACT IS SIGNED - PLEASE SEND THE ORIGINAL AND 1 COPY TO THIS OFFICE. WE WILL KEEP ONE AND FORWARD ONE TO THE AUDITOR.

CC: ASSESSOR: _____

CONTRACT: C-2015-17 ITEM: 28

FILE: 29529

PREPARED BY: TAMIKA DAVIS
EXTENSION: 272-(2)6350
QIC 20101



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

ALAMEDA COUNTY CLERK BOS

3/3/15

F.Y. 14 - 15

#28

F29529

Amendment 02

DATE: July 01, 2014

CONTRACT NUMBER: CAPP-4000

PROGRAM TYPE: ALTERNATIVE PAYMENT

PROJECT NUMBER: 01-2401-00-4

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Regional Market Rate Increase

CONTRACTOR'S NAME: ALAMEDA COUNTY SOCIAL SERVICES AGENCY

This agreement with the State of California dated July 01, 2014 designated as number CAPP-4000 and Amendment #01 (Increase (Budget Act)) shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$741,058.00 and inserting \$753,601.00 in place thereof.

SERVICE REQUIREMENTS

Minimum Days of Operation (MDO) Requirement shall be 250. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

C-2015-17

Approved as to Form

DONNA R. ZIEGLER, County Counsel

By Victoria Wu

Print Name VICTORIA WU

| | | | |
|---|---|---|----------|
| STATE OF CALIFORNIA | | CONTRACTOR | |
| BY (AUTHORIZED SIGNATURE) | | BY (AUTHORIZED SIGNATURE) | |
| PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager | | PRINTED NAME AND TITLE OF PERSON SIGNING Scott Haggerty, President, Board of Supervisors | |
| TITLE Contracts, Purchasing and Conference Services | | ADDRESS 2000 San Pablo Ave. Oakland, CA 94612 | |
| AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 12,543 | PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs | FUND TITLE Department of General Services use only | |
| PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 741,058 | (OPTIONAL USE) See Attached | | |
| TOTAL AMOUNT ENCUMBERED TO DATE \$ 753,601 | ITEM See Attached | CHAPTER | STATUTE |
| | OBJECT OF EXPENDITURE (CODE AND TITLE) 702 | FISCAL YEAR | |
| I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above. | | T.B.A. NO. | B.R. NO. |
| SIGNATURE OF ACCOUNTING OFFICER See Attached | | DATE | |

CONTRACTOR'S NAME: ALAMEDA COUNTY SOCIAL SERVICES AGENCY

CONTRACT NUMBER: CAPP-4000

Amendment 02

| | | | | |
|---|---|-----------------------|-----------------|--------------------------|
| AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0 | PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs | FUND TITLE Federal | | |
| PRIOR AMOUNT ENCUMBERED \$ 353,288 | (OPTIONAL USE)0656 13694-2401 | FC# 93.596 | PC# 000322 | |
| TOTAL AMOUNT ENCUMBERED TO DATE \$ 353,288 | ITEM 30.10.020.007 6110-194-0890 | CHAPTER B/A | STATUTE 2014 | FISCAL YEAR 2014-2015 |
| OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5050 Rev-8290 | | | | |

| | | | | |
|---|---|-----------------------|-----------------|--------------------------|
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PREPARED BY: TAMIKA DAVIS
EXTENSION: 272-(2)6350
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C-2015-17

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DONNA R. ZIEGLER, County Counsel

By Victoria Wu

Print Name VICTORIA WU

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| STATE OF CALIFORNIA | | CONTRACTOR | |
| BY (AUTHORIZED SIGNATURE) | | BY (AUTHORIZED SIGNATURE) | |
| PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager | | PRINTED NAME AND TITLE OF PERSON SIGNING Scott Haggerty, President, Board of Supervisors | |
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| | DATE | |

003

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 03/03/2015

Approved as Recommended

Other

Unanimous Chan: Haggerty: Miley: Valle: Carson: - 5

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Contract: C-2015-17
Resolution: R-2015-71F

Documents to be signed by Agency/Purchasing Agent:

Contract: C-900164,C-900153,C-900158,C-900086,C-10485,C-10483,C-10481,C-10489

File No. 29529

Item No. 28

Copies sent to:

J. Villaflor & Auditor

Special Notes:

Alternative Payment Child and
Development Contracts and
Amendment for FY 2014-2015



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:

Clerk of the Board
Board of Supervisors

By: _____

Daniela Davis

Deputy





Lori A. Cox
Agency Director

Thomas L. Berkley Square
2000 San Pablo Avenue, Fourth Floor
Oakland, California 94612
510-271-9100 / Fax: 510-271-9108
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Administration Building
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SELECTION/CRITERIA PROCESS:

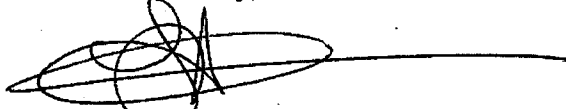
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FINANCING:

The FY 2014-2015 adjusted budget includes funds for this request. These costs are fully offset by revenue. There are no new net County costs.

Sincerely,



LORI A. COX
Agency Director

Attachments: (1) Financial Recommendation
(2) CAPP-4000 Amendment 02 Contract documents (5) for Board President Signature

**COMMUNITY BASED ORGANIZATION
MASTER CONTRACT EXHIBIT A & B COVERSHEET**

Dept Name: SSA/Department of Children & Family Services Vendor ID #: 14645 Board PO #: 12237
 Bus Unit: SOCSA Master Contract #: 900164 Procurement Contract #: 10485 Budget Year: 2015

| Acct # | Fund # | Dept # | Program # | Subclass # | Project / Grant # | Amount to be Encumbered | Total Contract Amount |
|--------|--------|--------|-----------|------------|-------------------|-------------------------|-----------------------|
| 610341 | 10000 | 320100 | 36001 | | | \$2,249 | \$121,009 |
| | | | | | | | |
| | | | | | | | |

Justification if partial encumbrance or liquidation requested: California Dept. of Education Contract Amendment

Federal Funds Waiver #: NA Contract Maximum: \$121,009

Procurement Contract Begin Date: July 1, 2014 Expire Date: June 30, 2015 Period of Funding From: July 1, 2014 To: June 30, 2015

Department Contact: Ramil C. Rivera Telephone #: 510-271-9165 QIC Code: 20203

Contractor Name: Community Child Care Council (4Cs) of Alameda County

Project Name: CAPP Child Care and Development Services

Contractor Address: 22351 City Center Drive, Suite #100, Hayward, CA. 94541

Remittance Address: (Same as above) ALCOLINK Vendor Address #: 4

BOS Dist. #: 4

Contractor Telephone #: 510-582-2182 Fax #: 510-582-0558 E-mail (Signatory): reneeh@4c-alameda.org

Contractor Contact Person: Renee S. Herzfeld E-mail (Contact): reneeh@4c-alameda.org

Contract Service Category: R&R Contractor under CAPP-4000

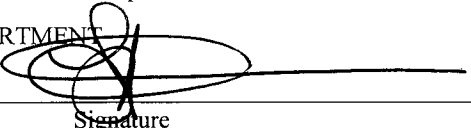
Estimated Units of Service: Refer to contract exhibits

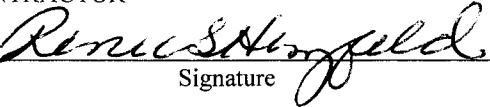
Method of Reimbursement (Invoicing Procedures): Based on State Reporting Requirements

| History of Funding: | Original | Amendment #1 | Amendment #2 | Amendment #3 | Amendment #4 |
|-----------------------|---------------|----------------|---------------------------|--------------|--------------|
| Funding Level | \$116,837 | \$118,760 | \$121,009 | | |
| Amount of Encumbrance | \$116,837 | \$1,923 | \$2,249 | | |
| File Date | 7/29/14 | 12/02/14 | 3/03/15 | | |
| File / Item # | 29409 / No. 4 | 29409 / No. 29 | 29529 / No. 28 | | |
| Reason | Board Action | Board Action | Board Action | | |

| Funding Source Allocation: | Federal - CFDA #: <u>93-596</u> | State | County |
|----------------------------|---------------------------------|-------------|--------|
| | \$60,504.50 | \$60,504.50 | |

The signatures below signify that the attached Exhibits A and B have been received, negotiated and finalized. The Contractor also signifies agreement with all provisions of the Master Contract.

DEPARTMENT
By 
Signature
Lori A. Cox
Print or Type Name
Title Agency Director Date 3/26/15

CONTRACTOR
By 
Signature
Renee S. Herzfeld
Print or Type Name
Title Executive Director Date 2/19/15

By _____

Print or Type Name
Title _____ Date _____

Contract Amendment #2

COMMUNITY-BASED ORGANIZATION Master Contract Amendment

THIS CONTRACT, made and entered into by and between the **COUNTY OF ALAMEDA**, a body corporate and politic of the State of California, hereinafter referred to as "**County**," and **Community Child Care Council (4Cs) of Alameda County** a **Community-Based Organization (CBO)**, doing business at **22351 City Center Drive #100, Hayward, CA. 94541**, hereinafter referred to as "**Contractor**" for the Term of this Agreement begins on the **1st** day of **July 2014** and ends on the **30th** day of **June 2015** is hereby amended:

Said contract is hereby amended in the following manner:

- The contract amount is increased from **\$118,760** to **\$121,009** with an increase of **\$2,249**.
- The amendment is reflected on the attached revised **Master Contract Exhibit A & B Coversheet**.
- The amendment is also reflected on the attached **Exhibit B, B-1 and B-2** reflecting the revised budgets.

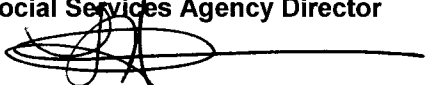
Except as herein amended, said Contract is continued in full force and effect.

The Contract Amendment is effective as of February 1, 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the date referenced below.

COUNTY OF ALAMEDA

CONTRACTOR

By Lori A. Cox
Social Services Agency Director

3/26/15
Date

4Cs
Contractor
22351 City Center Drive #100
Street Address
Hayward, CA. 94541
City, State, Zip Code


Tax ID #23-7218859
By 
Authorized Signature of Contractor
Executive Director
Title
2/19/15
Date

EXHIBIT B

TERMS OF PAYMENT

| | |
|-------------------------------|---|
| Contracting Department | Department of Children and Family Services (DCFS) |
| Contractor Name | Community Child Care Council (4C's) of Alameda County |
| Contract Period | July 1, 2014 – June 30, 2015 |
| Type of Services | R&R Contractor under CAPP-4000 |
| Contract Number (PO #) | 12237 |
| Contract Amt/Max | \$121,009.00 |

In addition to all terms of payment described in the Master Contract Terms and Conditions and any relevant exhibits and attachments, the parties to this Agreement shall abide by the following terms of payment:

I. BUDGET

Contractor shall use all payments solely in support of the program budget, set forth as follows:

- A. Funded Program Budget – See Exhibit B-1
- B. Agency Composite Budget – See Exhibit B-2

II. TERMS AND CONDITIONS OF PAYMENT

A. Contract Amount/Maximum

- The County agrees to compensate Contractor a maximum of **\$121,009.00** for this contract period. Reimbursement shall include the cost of child care paid to the child care providers plus administrative and support services cost of the alternative program. The total cost for administrative and support services shall not exceed an amount equal to 17.5 percent (17.5%) of the total contract amount.
- Of this amount, at least 82.5 percent (82.5%) must be payments for direct services, and no more than 17.5 percent (17.5%) may be for support services and administrative costs together. Administrative costs alone cannot exceed the cost allowable pursuant to EC 8223, 5CCR, Section 18034 (c).
- Contractor will maintain separate expenditures for each source category to remain in compliance with state CDE requirements.
- **Funding beyond June 30, 2015 is not guaranteed.**

B. Budget Revision Procedures

Contractor shall be reimbursed in accordance with the contract budget as detailed in **Exhibit B-1**. Any budget adjustments, revisions to the service categories and service units within the contract must be approved by SSA Contract Liaison prior to billing the County.

No supplemental billing will be accepted without Contractor's prior notification and approval by SSA Contract Liaison of the need and justification for revisions of the service categories, service units or contract budget (line-items or unit costs).

Contractor must submit a formal written (via e-mail) request to the SSA Contract Liaison for any contract budget adjustment with justification for requested expenditure revisions inclusive of specific impacts to current services being delivered. If impacts to contracted services levels are significant the SSA Contract Liaison will consult and obtain approval from the relevant Program department.

The County Auditor Controller's Office will not pay for unauthorized service categories, service units and budget line-items that are revised or rendered by Contractor that are not approved by SSA Contract Liaison and/or for claimed services that contract program monitoring findings indicate have not been provided.

III. INVOICING AND REPORTING PROCEDURES

- A. Contractor will submit an invoice and CD9500 report to County, **no later than the 10th of the month following the service month.**
- B. A final CD9500 report will be submitted to County **no later than July 11, 2015.**
- C. Payments to Contractor by County may be contingent upon filing of CD9500 reports due to County.
- D. Contractor may bill County monthly in arrears or less frequently at Contractor's option, for payment made to eligible cases under rates and provisions of Exhibit A herein.
- E. As required by California Department of Education (CDE), Contractor will mail an Annual Financial Audit Report, which **must include an Audited Fiscal Report (AUD form)** by **November 3, 2014** to:

California Department of Education
Audits and Investigations Division
1430 N Street, Suite 5319
Sacramento, CA. 95814

Attention: Audit Reports Review Section

Refer to the CDE Audit Guidelines at: <http://www.cde.ca.gov/fg/au/pm/>

- F. Contractor will email the completed Audit Report to the contract liaison **by November 3, 2014** to confirm the Annual Financial Audit Report was sent.
- G. **The term of this agreement is July 1, 2014 through June 30, 2015.**

IV. FUNDING REQUIREMENTS

Funding under this contract shall not duplicate funding from other sources. Should other funding duplicate funding under this contract, the invoices to Alameda County will be reduced accordingly by the amount of duplicate funding.

V. TERMINATION PROVISIONS

Termination for Cause - If County determines that Contractor has failed, or will fail, through any cause, to fulfill in a timely and proper manner its obligations under the Agreement, or if County determines that Contractor has violated or will violate any of the covenants, agreements, provisions, or stipulations of the Agreement, County shall thereupon have the right to terminate the Agreement by giving written notice to Contractor of such termination and specifying the effective date of such termination.

Without prejudice to the foregoing, Contractor agrees that if prior to or subsequent to the termination or expiration of the Agreement upon any final or interim audit by County, Contractor shall have failed in any way to comply with any requirements of this Agreement, then Contractor shall pay to County forthwith whatever sums are so disclosed to be due to County (or shall, at County's election, permit County to deduct such sums from whatever amounts remain un-disbursed by County to Contractor pursuant to this Agreement or from whatever remains due Contractor by County from any other contract between Contractor and County).

Termination Without Cause -- County shall have the right to terminate this Agreement without cause at any time upon giving at least 30 days written notice prior to the effective date of such termination.

Termination By Mutual Agreement -- County and Contractor may otherwise agree in writing to terminate this Agreement in a manner consistent with mutually agreed upon specific terms and conditions.

EXHIBIT B-1

REVISED FUNDED PROGRAM BUDGET

| | | | |
|------------------|-------------------------------------|-------------|--------------------|
| Contractor | 4C's of Alameda County | Contracting | |
| Service | | | Alameda County SSA |
| Contract Period: | <u>July 1, 2014 – June 30, 2015</u> | | |

COMPOSITE PROGRAM BUDGET – LINE ITEM DETAIL

| EXPENDITURE CATEGORIES | County | Match | TOTAL |
|---|----------------|-------|----------------|
| <u>Salaries & Wages</u> | | | |
| Program Director | 2,786 | | 2,786 |
| Family Services Coordinator | 5,379 | | 5,379 |
| Admin Staff | 1,928 | | 1,928 |
| Finance Director | 1,212 | | 1,212 |
| Salaries & Wages Subtotal | 11,305 | | 11,305 |
| <u>Taxes & Benefits</u> | 2,636 | | 2,636 |
| FICA | | | |
| SUI | | | |
| Worker's Comp | | | |
| Health, Dental & Vision | | | |
| Retirement | | | |
| Taxes & Benefits Subtotal | 2,636 | | 2,636 |
| SALARIES & BENEFITS TOTAL | | | |
| <u>Services & Supplies</u> | | | |
| Provider Payments | 99,833 | | 99,833 |
| Operational Expenses and Supplies | 7,235 | | 7,235 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Services & Supplies Subtotal | 107,068 | | 107,068 |
| <u>Fixed Assets</u> | | | |
| Fixed Assets Subtotal | | | |
| GRAND TOTAL – ALL CATEGORIES | 121,009 | | 121,009 |

EXHIBIT B-2

AGENCY COMPOSITE BUDGET

| | All Agency |
|--|-------------------|
| INCOME | |
| 601.25 State of CA CAPP | 1,332,887 |
| 603.4 State of CA CRRP | 294,215 |
| 603.3 State of CA - Child Nutrition | 2,462,000 |
| 632.4 R & R Network/Parent Voices | 9,500 |
| 620.3 Kaiser Foundation | 23,000 |
| 605 Miscellaneous Income (Donations) | 7,000 |
| 616.1 Board Giving | 4,000 |
| 645.1 Children's Fair Sponsorship | 7,500 |
| 603.25 State of CA C3AP | 2,200,000 |
| 656.4 HPN (Implementation) | 289,223 |
| 610 Interest Income | 200 |
| 602.25 State of CA C2AP | 1,774,952 |
| 615.25 Parent Fees -C2AP | 43,721 |
| 614.25 Parent Fees - CAPP | 40,000 |
| 613.51 Parent Fees - Calworks | 120,000 |
| 616.25 Parent Fees - C3AP | 112,133 |
| 611.8 Parent Fees - Noncertified-Bright Future | 818,642 |
| 607.6 ACDSS Foster Care | 252,020 |
| 620.6 ACDSS Respite-APP | 121,009 |
| 624.4 Prop 10 - Parent Support | 60,000 |
| 606.1 United Way - VITA | 10,000 |
| 629.3 State of CA CHST | 10,000 |
| 654.4 Alameda County - CCIP | 25,800 |
| 630.51 CALWORKS I | 9,517,300 |
| 645.40 County ECE Contracts | 347,500 |
| 651.4 Fremont Grant -CCIP | 40,000 |
| 652.4 Hayward Grant -CCIP | 27,000 |
| 617.4 State of CA - CCIP | 45,216 |
| 635.4 Trustline | 3,000 |
| 660.3 Health & Safety Training Income | 3,500 |
| 650.8 Fundraising - Bright Future | 2,500 |
| Total | 20,003,818 |
| EXPENDITURES | |
| Salaries | |
| Total | 3,196,336 |
| Fringe Benefits | |
| Total | 1,054,661 |
| Operational Expenses | |
| 849 Admin Cost pool | 165,055 |
| 850 Advertising | 10,925 |
| 851 Audit Expense | 25,700 |
| 868 Building Maintenance | 42,512 |
| 892.1 Children's Faire Activities | 5,500 |
| 871.3 CHST Project Activities | 2,500 |
| 870 Computer Maintenance | 26,100 |
| 872 Conferences | 17,300 |
| 874 Consultants | 62,450 |
| 880 Dues & Subscriptions | 15,500 |
| 881 Educational Materials | 20,000 |
| 925.4 Program Materials | 25,000 |
| 885 Equipt Maintenance | 57,310 |
| 888 Food Expense | 33,000 |
| 889 Food Service Supplies | 2,000 |
| 893 Fundraising Expense | 1,500 |
| 904 Insurance | 37,081 |
| 906 Janitorial Service Contract | 18,000 |
| 907 Janitorial Supplies | 16,760 |
| 909.3 Kaiser Project Activites | 17,657 |
| 918 Office Supplies | 51,500 |
| 924 Postage | 22,400 |
| 926 Printing | 23,050 |
| 928 Rent | 306,940 |
| 936.1 Staff/Board Activities | 5,000 |
| 937 Staff Training & Development | 19,700 |
| 941 Telephone | 27,800 |
| 943 Mileage | 15,700 |
| 945 Utilities | 25,115 |
| 946.1 Vita Activities | 10,000 |
| 948 Workshops/Training/CCIP Incentives | 40,100 |
| Total | 1,149,155 |
| Provider Payments | |
| 951.3 Provider Fees-Child Nutrition | 2,095,703 |
| 952.3 Provider Fees-Health & Safety | 7,500 |
| 954.51 Provider Fees-CALWORKS 1 | 7,613,467 |
| 954.6 Provider Fees-ACDSS-CAPP | 99,833 |
| 960.6 Provider Fees-ACDSS Foster Care | 201,616 |
| 956.25 Provider Fees-C3AP**** | 1,927,510 |
| 952.2 Provider Fees-CAPP | 1,142,632 |
| 955.25 Provider Fees-C2AP | 1,515,405 |
| Total | 14,603,666 |
| Total Expenditures | 20,003,818 |
| Operating Surplus (Deficit) | 0 |

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 03/03/2015

Approved as Recommended Other

Unanimous Chan: Haggerty: Miley: Valle: Carson: - 5
Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Contract: C-2015-17
Resolution: R-2015-71F

Documents to be signed by Agency/Purchasing Agent:

Contract: C-900164,C-900153,C-900158,C-900086,C-10485,C-10483,C-10481,C-10489

File No. 29529
Item No. 28

Copies sent to:
J. Villaflor & Auditor

Special Notes:

Alternative Payment Child and Development Contracts and Amendment for FY 2014-2015



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: *Daniela Lanis*
Deputy



Lori A. Cox
Agency Director

Thomas L. Berkley Square
2000 San Pablo Avenue, Fourth Floor
Oakland, California 94612
510-271-9100 / Fax: 510-271-9108
ssadirector@acgov.org
<http://alamedasocialservices.org>

January 30, 2015

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Dear Board Members:

SUBJECT: Amendment and approval of the Alternative Payment
Child and Development Contracts for FY 2014-2015.

RECOMMENDATIONS:

- A. Approve and authorize the President of the Board to sign Amendment 02 to Alternative Payment Contract Number CAPP-4000, Project No. 01-2401-00-4, with the California Department of Education from \$741,058 to a new total award of \$753,601, an increase of \$12,543, for Child care and development services effective July 1, 2014 through June 30, 2015.
- B. Approve funding amendments in the amount of \$12,543 to the following contractors, for final FY 2014-2015 awards totaling \$753,601 and delegate authority to the Social Services Agency Director, or designee, to sign and execute the amendments under the master contracting process for specific Resource and Referral and Alternative Payment contractors:

Resource and Referral Contractors:

- i. Master Contract No. 900164, Procurement Contract No. 10485 with Community Child Care Council (4Cs) of Alameda County (Principal: Renee Herzfeld; Location: Hayward), increasing the contract amount from \$118,760 to \$121,009 (\$2,249 increase);
- ii. Master Contract No. 900153, Procurement Contract No. 10483 with Bananas, Inc. (Principal: Richard Winefield; Location: Oakland), increasing the contract amount from \$397,374 to \$404,339 (\$6,965 increase);
- iii. Master Contract No. 900158, Procurement Contract No. 10481 with Child Care Links (Principal: Carol Thompson; Location: Pleasanton), increasing the contract amount from \$118,760 to \$121,009 (\$2,249 increase);

Alternative Payment Contractor:

- iv. Master Contract No. 900086, Procurement Contract No. 10489 with Davis Street Community Center (Principal: Rose Johnson; Location: San Leandro), increasing the contract amount from \$49,607 to \$50,687 (\$1,080 increase);
- C. Authorize an additional appropriation of \$12,543 completely offset by additional revenue, as detailed in the attached financial recommendation.

SUMMARY/DISCUSSION:

This letter requests action by your Board to approve and authorize signature for Amendment 02 to the FY 2014-2015 Alternative Payment Child Care and Development contract with California Department of Education (CDE) and approval of related funding amendments to specific procurement contracts as detailed above. The awards to child care providers and designated Resource and Referral (R&R) Contractors and Alternative Payment (AP) Provider will continue to provide short-term emergency child care to low-income families under the guidelines of the California Department of Education. The priority for services through this program is given to children who are receiving child protective services through Alameda County Social Services or identified by a legal, medical, or emergency shelter as abused, neglected, or exploited, or at risk of abuse, neglect, or exploitation and who reside in Alameda County.

SELECTION/CRITERIA PROCESS:

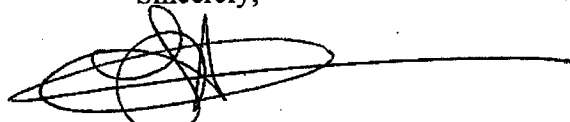
On July 29, 2014, (File No. 29409, Item No. 4), all of the contractors listed on Attachment A were previously approved by your Board. All were recommended according to the County's contracting policy. The contracts were determined according to the contractors' specialized skills, services and geographical locations. All contractors are located in the County of Alameda. All of the providers listed on Attachment A are non-profit community based organizations that are exempt from the County's SLEB policy.

Subsequently, on December 2, 2014, (File No. 29409, Item No. 29), your Board approved Amendment 01 to the contractors listed on Attachment A for related funding augmentation and continued child care and development services

FINANCING:

The FY 2014-2015 adjusted budget includes funds for this request. These costs are fully offset by revenue. There are no new net County costs.

Sincerely,



Lori A. Cox
Agency Director

Attachments: (1) Financial Recommendation
(2) CAPP-4000 Amendment 02 Contract documents (5) for Board President Signature

**COMMUNITY BASED ORGANIZATION
MASTER CONTRACT EXHIBIT A & B COVERSHEET**

Dept Name: SSA/Department of Children & Family Services

Vendor ID #: 30861

Board PO #: 12298

Bus Unit: SOCSA

Master Contract #: 900086

Procurement Contract #: 10489

Budget Year: 2015

| Acct # | Fund # | Dept # | Program # | Subclass # | Project / Grant # | Amount to be Encumbered | Total Contract Amount |
|--------|--------|--------|-----------|------------|-------------------|-------------------------|-----------------------|
| 610341 | 10000 | 320100 | 36001 | | | \$1,080 | \$50,687 |
| | | | | | | | |
| | | | | | | | |

Justification if partial encumbrance or liquidation requested: California Dept. of Education Contract Amendment

Federal Funds Waiver #: NA

Contract Maximum: \$50,687

Procurement Contract Begin Date: July 1, 2014 Expire Date: June 30, 2015 Period of Funding From: July 1, 2014 To: June 30, 2015

Department Contact: Ramil C. Rivera

Telephone #: 510-271-9165

QIC Code: 20203

Contractor Name: The Davis Street Community Center Incorporated

Project Name: Alternative Payment Child Care Services

Contractor Address: 3081 Teagarden Street, San Leandro, CA. 94577

Remittance Address: (Same as above)

ALCOLINK Vendor Address #: 5

BOS Dist. #: 3

Contractor Telephone #: 510-347-4620 x100

Fax #: 510-483-4486

E-mail (Signatory): rjohnson@davisstreet.org

Contractor Contact Person: Rose Padilla Johnson

E-mail (Contact): rjohnson@davisstreet.org

Contract Service Category: Alternative Payment (AP) Child Care Services under CAPP-4000

Estimated Units of Service: Refer to contract exhibits

Method of Reimbursement (Invoicing Procedures): Based on State Reporting Requirements

| History of Funding: | Original | Amendment #1 | Amendment #2 | Amendment #3 | Amendment #4 |
|-----------------------|---------------|----------------|----------------|--------------|--------------|
| Funding Level | \$48,684 | \$49,607 | \$50,687 | | |
| Amount of Encumbrance | \$48,684 | \$923 | \$1,080 | | |
| File Date | 7/29/14 | 12/02/14 | 3/03/15 | | |
| File / Item # | 29409 / No. 4 | 29409 / No. 29 | 29529 / No. 28 | | |
| Reason | Board Action | Board Action | Board Action | | |

Funding Source Allocation:

| Federal - CFDA #: 93-596 | State | County |
|--------------------------|-------------|--------|
| \$25,343.50 | \$25,343.50 | |

The signatures below signify that the attached Exhibits A and B have been received, negotiated and finalized. The Contractor also signifies agreement with all provisions of the Master Contract.

DEPARTMENT

By  Signature

Lori A. Cox

Print or Type Name

Title Agency Director Date 3/26/15

CONTRACTOR

By  Signature 

Rose Padilla Johnson

Print or Type Name

Title CEO Date 2.17.15

By _____

Print or Type Name

Title _____ Date _____

Contract Amendment #2

COMMUNITY-BASED ORGANIZATION Master Contract Amendment

THIS CONTRACT, made and entered into by and between the COUNTY OF ALAMEDA, a body corporate and politic of the State of California, hereinafter referred to as "County," and The Davis Street Community Center Incorporated a Community-Based Organization (CBO), doing business at 3081 Teagarden Street, San Leandro, CA. 94577, hereinafter referred to as "Contractor" for the Term of this Agreement begins on the 1st day of July 2014 and ends on the 30th day of June 2015 is hereby amended:

Said contract is hereby amended in the following manner:

- The contract amount is increased from **\$49,607** to **\$50,687** with an increase of **\$1,080**.
- The amendment is reflected on the attached revised **Master Contract Exhibit A & B Coversheet**.
- The amendment is also reflected on the attached **Exhibit B, B-1 and B-2** reflecting the revised budgets.


Except as herein amended, said Contract is continued in full force and effect.

The Contract Amendment is effective as of February 1, 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the date referenced below.

COUNTY OF ALAMEDA

CONTRACTOR

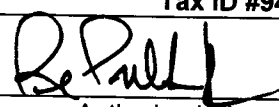
By _____
Lori A. Cox
Social Services Agency Director


3/20/15
Date

Davis Street Community Center
Contractor

3081 Teagarden Street
Street Address

San Leandro, CA. 94577
City, State, Zip Code

Tax ID #94-3121699
By  _____
Authorized Signature of Contractor

Chief Executive Officer
Title
2.17.15
Date

EXHIBIT B

TERMS OF PAYMENT

| | |
|-------------------------------|---|
| Contracting Department | Department of Children and Family Services (DCFS) |
| Contractor Name | Davis Street Community Center |
| Contract Period | July 1, 2014 – June 30, 2015 |
| Type of Services | Alternative Payment Childcare Services |
| Contract Number (PO #) | 12298 |
| Contract Amt/Max | \$50,687.00 |

In addition to all terms of payment described in the Master Contract Terms and Conditions and any relevant exhibits and attachments, the parties to this Agreement shall abide by the following terms of payment:

I. BUDGET

Contractor shall use all payments solely in support of the program budget, set forth as follows:

- A. Funded Program Budget – See Exhibit B-1
- B. Agency Composite Budget – See Exhibit B-2

II. TERMS AND CONDITIONS OF PAYMENT

A. Contract Amount/Maximum

- The County agrees to compensate Contractor a maximum of **\$50,687.00** for this contract period. Reimbursement shall include the cost of child care paid to the child care providers plus administrative and support services cost of the alternative program. The total cost for administrative and support services shall not exceed an amount equal to 17.5 percent (17.5%) of the total contract amount.
- Of this amount, at least 82.5 percent (82.5%) must be payments for direct services, and no more than 17.5 percent (17.5%) may be for support services and administrative costs together. Administrative costs alone cannot exceed the cost allowable pursuant to EC 8223, 5CCR, Section 18034 (c).
- Contractor will maintain separate expenditures for each source category to remain in compliance with state CDE requirements.
- **Funding beyond June 30, 2015 is not guaranteed.**

B. Budget Revision Procedures

Contractor shall be reimbursed in accordance with the contract budget as detailed in **Exhibit B-1**. Any budget adjustments, revisions to the service categories and service units within the contract must be approved by SSA Contract Liaison prior to billing the County.

No supplemental billing will be accepted without Contractor's prior notification and approval by SSA Contract Liaison of the need and justification for revisions of the service categories, service units or contract budget (line-items or unit costs).

Contractor must submit a formal written (via e-mail) request to the SSA Contract Liaison for any contract budget adjustment with justification for requested expenditure revisions inclusive of specific impacts to current services being delivered. If impacts to contracted services levels are significant the SSA Contract Liaison will consult and obtain approval from the relevant Program department.

The County Auditor Controller's Office will not pay for unauthorized service categories, service units and budget line-items that are revised or rendered by Contractor that are not approved by SSA Contract Liaison and/or for claimed services that contract program monitoring findings indicate have not been provided.

III. INVOICING PROCEDURES

- A. Contractor will submit a signed invoice and CDD 801A report to County for specified month of service, **no later than the 10th business day of the month following the service month.**
- B. A final CD 801A report will be submitted to County by **no later than July 11, 2015.**
- C. Payments to Contractor by County may be contingent upon submission of CDD 801A reports due to County.
- D. As required by California Department of Education (CDE), Contractor will mail an Annual Financial Audit Report, which **must include an Audited Fiscal Report (AUD form)** by **November 3, 2014** to:

California Department of Education
Audits and Investigations Division
1430 N Street, Suite 5319
Sacramento, CA. 95814

Attention: Audit Reports Review Section

Refer to the CDE Audit Guidelines at: <http://www.cde.ca.gov/fg/au/pm/>

- E. Contractor will email the completed Audit Report to the contract liaison by **November 3, 2014** to confirm the Annual Financial Audit Report was sent.
- F. **The term of this agreement is July 1, 2014 through June 30, 2015.**

IV. FUNDING AND REPORTING REQUIREMENTS

Funding under this contract shall not duplicate funding from other sources. Should other funding duplicate funding under this contract, the invoices to Alameda County will be reduced accordingly by the amount of duplicate funding.

V. TERMINATION PROVISIONS

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Without prejudice to the foregoing, Contractor agrees that if prior to or subsequent to the termination or expiration of the Agreement upon any final or interim audit by County, Contractor shall have failed in any way to comply with any requirements of this Agreement, then Contractor shall pay to County forthwith whatever sums are so disclosed to be due to County (or shall, at County's election, permit County to deduct such sums from whatever amounts remain un-disbursed by County to Contractor pursuant to this Agreement or from whatever remains due Contractor by County from any other contract between Contractor and County).

Termination Without Cause -- County shall have the right to terminate this Agreement without cause at any time upon giving at least 30 days written notice prior to the effective date of such termination.

Termination By Mutual Agreement -- County and Contractor may otherwise agree in writing to terminate this Agreement in a manner consistent with mutually agreed upon specific terms and conditions.

EXHIBIT B-1

REVISED FUNDED PROGRAM BUDGET

| Budget Categories | Grant Request |
|--|---------------|
| Personnel salaries | |
| Taxes and benefits | |
| Consultant fees | |
| Mileage tavel | |
| Air travel | |
| Rental fees | |
| Training fees pr materials | |
| letters/postage | |
| Supplies/copies/faxes | |
| Equipment purchases | |
| Equipment rental | |
| Space rental | |
| Advertising | |
| Phone or internet charges | |
| Other - Operating and Administrative cost | |
| General office support | \$50,687 |
| The grant contract will support the delivery of support services to needy families | |
| Total cost | \$50,687 |

EXHIBIT B-2

AGENCY COMPOSITE BUDGET

| | Administration and Fundraising | Basic Needs | Childcare Services | Primary Care Clinic | Agency wide BUDGET FYE 2015 |
|---|--------------------------------|---------------------|---------------------|---------------------|--|
| Sources- Revenue and support | | | | | |
| Federal & state contracts | \$ - | \$ 29,500 | \$ 4,990,974 | \$ 1,476,821 | \$ 6,497,295 |
| County, City and local contracts | - | 426,819 | - | 40,000 | 466,819 |
| Earned revenue- Fee per service | - | - | 1,041,564 | 345,000 | 1,386,564 |
| Grants, gifts and contributions | 306,000 | 50,000 | - | 750,000 | 1,106,000 |
| Fundraising and events | 345,421 | - | - | - | 345,421 |
| In-kind contributions and donated assets | - | 700,000 | - | - | 700,000 |
| Other revenue support and income | 85,300 | - | - | - | 85,300 |
| Total Sources- Revenue and support | \$ 736,721 | \$ 1,206,319 | \$ 6,032,538 | \$ 2,611,821 | \$ 10,587,399 |
| Uses of funds | | | | | |
| Salaries and wages | \$ 293,200 | \$ 232,307 | \$ 1,456,447 | \$ 1,617,980 | \$ 3,599,933 |
| Statutory/payroll taxes | 43,086 | 38,679 | 210,811 | 220,854 | 513,431 |
| Fringe benefits | 34,785 | 38,924 | 192,907 | 186,616 | 453,232 |
| Personnel cost | \$ 371,071 | \$ 309,909 | \$ 1,860,165 | \$ 2,025,450 | \$ 4,566,595 |
| Childcare provider payments | - | - | 3,738,407 | - | 3,738,407 |
| Occupancy | 35,316 | 47,984 | 81,654 | 93,000 | 257,954 |
| Outside services | 52,238 | 15,381 | 92,381 | 111,000 | 271,000 |
| Program supplies and expenses | - | 43,000 | 90,000 | 60,000 | 193,000 |
| Insurance | 11,000 | 7,600 | 13,800 | 33,000 | 65,400 |
| Telecommunications | 9,000 | 3,600 | 20,400 | 12,000 | 45,000 |
| Community outreach and promotion | 16,200 | 1,200 | 6,000 | 52,000 | 75,400 |
| Travel, conferences, workshops and trainings | 7,800 | 2,100 | 16,800 | 27,000 | 53,700 |
| Equipment rental & maintenance | 2,100 | 10,200 | 2,700 | 3,000 | 18,000 |
| Membership, affiliation, dues & subscription | 9,300 | 900 | 12,500 | 9,000 | 31,700 |
| Administrative and general | 32,515 | 8,465 | 60,282 | 45,000 | 146,262 |
| Special events and fundraising | 95,000 | - | - | - | 95,000 |
| Depreciation and amortization | 28,278 | 34,517 | 29,205 | 32,750 | 124,750 |
| Interest and financing cost | 17,738 | 20,025 | 7,237 | 82,700 | 127,700 |
| In-kind contributions/ services donated | - | 700,000 | - | - | 700,000 |
| Total Uses of funds | 687,557 | 1,204,880 | \$ 6,031,531 | 2,585,900 | 10,509,869 |
| Excess [deficit] of revenue over expenditures | \$ 49,164 | \$ 1,439 | \$ 1,007 | \$ 25,921 | \$ 77,530 |
| | | | | | 2 major events- Spring gala and Comedy Night |
| | | | | | Mortgage note on 3081 Teagarden property |
| | | | | | Alameda Co Food Bank |

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 03/03/2015

Approved as Recommended Other

Unanimous Chan: Haggerty: Miley: Valle: Carson: - 5

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Contract: C-2015-17
Resolution: R-2015-71F

Documents to be signed by Agency/Purchasing Agent:

Contract: C-900164,C-900153,C-900158,C-900086,C-10485,C-10483,C-10481,C-10489

File No. 29529

Item No. 28

Copies sent to:
J. Villaflor & Auditor

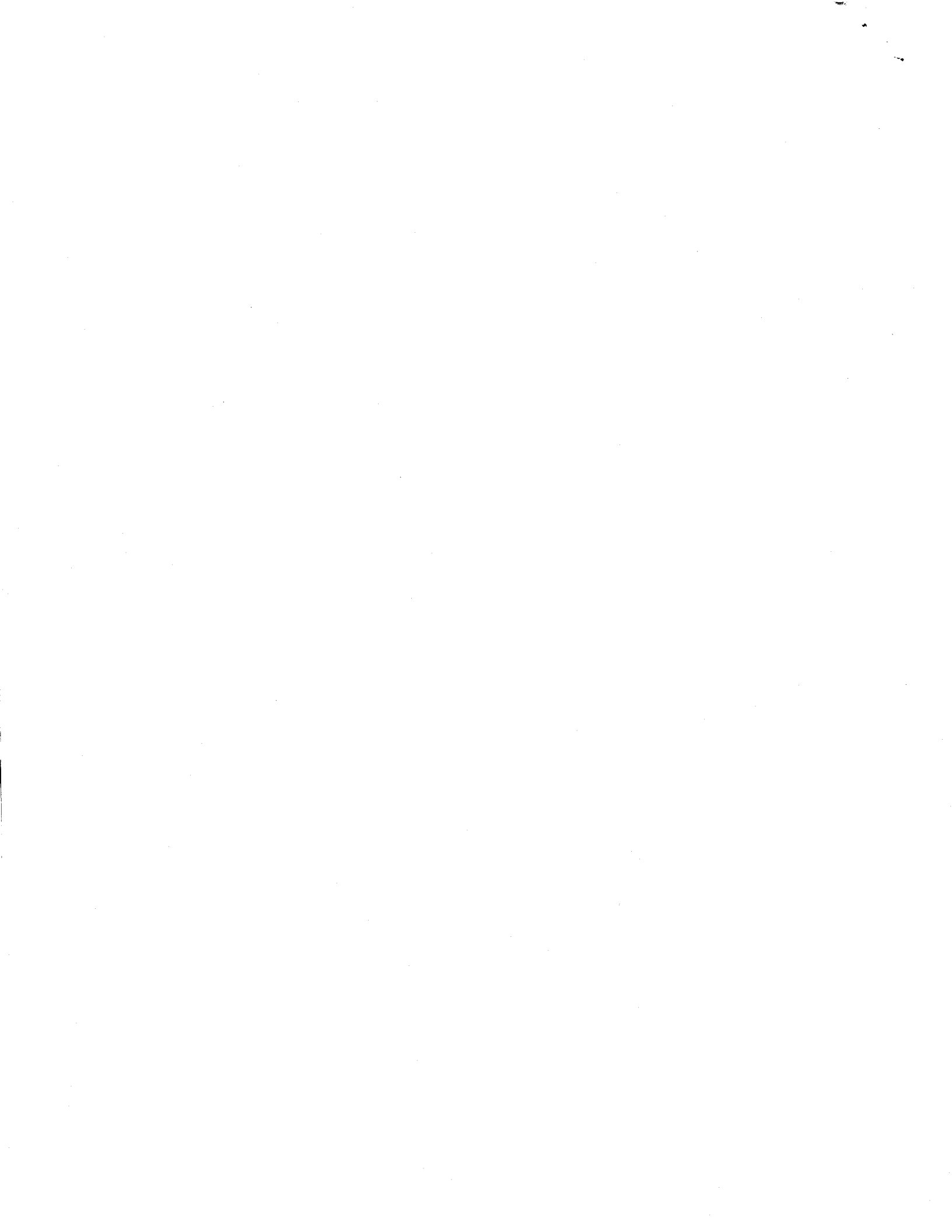
Special Notes:
Alternative Payment Child and
Development Contracts and
Amendment for FY 2014-2015



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: *Janetka Davis*
Deputy





Lori A. Cox
Agency Director

Thomas L. Berkley Square
2000 San Pablo Avenue, Fourth Floor
Oakland, California 94612
510-271-9100 / Fax: 510-271-9108
ssadirector@acgov.org
<http://alamedasocialservices.org>

January 30, 2015

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Dear Board Members:

SUBJECT: Amendment and approval of the Alternative Payment
Child and Development Contracts for FY 2014-2015.

RECOMMENDATIONS:

- A. Approve and authorize the President of the Board to sign Amendment 02 to Alternative Payment Contract Number CAPP-4000, Project No. 01-2401-00-4, with the California Department of Education from \$741,058 to a new total award of \$753,601, an increase of \$12,543, for Child care and development services effective July 1, 2014 through June 30, 2015.
- B. Approve funding amendments in the amount of \$12,543 to the following contractors, for final FY 2014-2015 awards totaling \$753,601 and delegate authority to the Social Services Agency Director, or designee, to sign and execute the amendments under the master contracting process for specific Resource and Referral and Alternative Payment contractors:

Resource and Referral Contractors:

- i. Master Contract No. 900164, Procurement Contract No. 10485 with Community Child Care Council (4Cs) of Alameda County (Principal: Renee Herzfeld; Location: Hayward), increasing the contract amount from \$118,760 to \$121,009 (\$2,249 increase);
- ii. Master Contract No. 900153, Procurement Contract No. 10483 with Bananas, Inc. (Principal: Richard Winefield; Location: Oakland), increasing the contract amount from \$397,374 to \$404,339 (\$6,965 increase);
- iii. Master Contract No. 900158, Procurement Contract No. 10481 with Child Care Links (Principal: Carol Thompson; Location: Pleasanton), increasing the contract amount from \$118,760 to \$121,009 (\$2,249 increase);

Alternative Payment Contractor:

- iv. Master Contract No. 900086, Procurement Contract No. 10489 with Davis Street Community Center (Principal: Rose Johnson; Location: San Leandro), increasing the contract amount from \$49,607 to \$50,687 (\$1,080 increase);
- C. Authorize an additional appropriation of \$12,543 completely offset by additional revenue, as detailed in the attached financial recommendation.

SUMMARY/DISCUSSION:

This letter requests action by your Board to approve and authorize signature for Amendment 02 to the FY 2014-2015 Alternative Payment Child Care and Development contract with California Department of Education (CDE) and approval of related funding amendments to specific procurement contracts as detailed above. The awards to child care providers and designated Resource and Referral (R&R) Contractors and Alternative Payment (AP) Provider will continue to provide short-term emergency child care to low-income families under the guidelines of the California Department of Education. The priority for services through this program is given to children who are receiving child protective services through Alameda County Social Services or identified by a legal, medical, or emergency shelter as abused, neglected, or exploited, or at risk of abuse, neglect, or exploitation and who reside in Alameda County.

SELECTION/CRITERIA PROCESS:

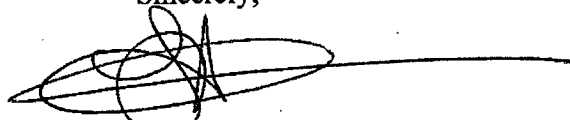
On July 29, 2014, (File No. 29409, Item No. 4), all of the contractors listed on Attachment A were previously approved by your Board. All were recommended according to the County's contracting policy. The contracts were determined according to the contractors' specialized skills, services and geographical locations. All contractors are located in the County of Alameda. All of the providers listed on Attachment A are non-profit community based organizations that are exempt from the County's SLEB policy.

Subsequently, on December 2, 2014, (File No. 29409, Item No. 29), your Board approved Amendment 01 to the contractors listed on Attachment A for related funding augmentation and continued child care and development services

FINANCING:

The FY 2014-2015 adjusted budget includes funds for this request. These costs are fully offset by revenue. There are no new net County costs.

Sincerely,



Lori A. Cox
Agency Director

Attachments: (1) Financial Recommendation
(2) CAPP-4000 Amendment 02 Contract documents (5) for Board President Signature

**COMMUNITY BASED ORGANIZATION
MASTER CONTRACT EXHIBIT A & B COVERSHEET**

Dept Name: SSA/Department of Children & Family Services Vendor ID #: 27819 Board PO #: 12236
 Bus Unit: SOCSA Master Contract #: 900153 Procurement Contract #: 10483 Budget Year: 2015

| Acct # | Fund # | Dept # | Program # | Subclass # | Project / Grant # | Amount to be Encumbered | Total Contract Amount |
|---------------|--------------|---------------|--------------|------------|-------------------|-------------------------|-----------------------|
| 610341 | 10000 | 320100 | 36001 | | | \$6,965 | \$404,339 |
| | | | | | | | |
| | | | | | | | |

Justification if partial encumbrance or liquidation requested: California Dept. of Education Contract Amendment

Federal Funds Waiver #: NA Contract Maximum: \$404,339

Procurement Contract Begin Date: July 1, 2014 Expire Date: June 30, 2015 Period of Funding From: July 1, 2014 To: June 30, 2015

Department Contact: Ramil C. Rivera Telephone #: 510-271-9165 QIC Code: 20203

Contractor Name: Bananas, Inc.

Project Name: CAPP Child Care and Development Services

Contractor Address: 5232 Claremont Ave, Oakland, CA. 94618

Remittance Address: (Same as above) ALCOLINK Vendor Address #: 1

BOS Dist. #: 5

Contractor Telephone #: 510-658-9415 x186 Fax #: 510-658-3550 E-mail (Signatory): rich@bananasinc.org

Contractor Contact Person: Cate Ejjed E-mail (Contact): cate@bananasinc.org

Contract Service Category: R&R Contractor under CAPP-4000

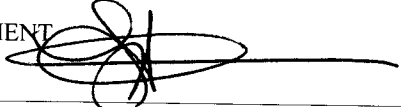
Estimated Units of Service: Refer to contract exhibits


Method of Reimbursement (Invoicing Procedures): Based on State Reporting Requirements

| History of Funding: | Original | Amendment #1 | Amendment #2 | Amendment #3 | Amendment #4 |
|-----------------------|---------------|----------------|---------------------------|--------------|--------------|
| Funding Level | \$391,419 | \$397,374 | \$404,339 | | |
| Amount of Encumbrance | \$391,419 | \$5,955 | \$6,965 | | |
| File Date | 7/29/14 | 12/02/14 | 3/03/15 | | |
| File / Item # | 29409 / No. 4 | 29409 / No. 29 | 29529 / No. 28 | | |
| Reason | Board Action | Board Action | Board Action | | |

| Funding Source Allocation: | Federal - CFDA #: 93-596 | State | County |
|----------------------------|--------------------------|--------------|--------|
| | \$202,169.50 | \$202,169.50 | |

The signatures below signify that the attached Exhibits A and B have been received, negotiated and finalized. The Contractor also signifies agreement with all provisions of the Master Contract.

DEPARTMENT
By 
Signature
Lori A. Cox
Print or Type Name
Title Agency Director Date 3/26/15

CONTRACTOR
By 
Signature
Dr. Richard Winefield
Print or Type Name
Title Executive Director Date 2/17/15

By _____
Print or Type Name
Title _____ Date _____

Contract Amendment #2

COMMUNITY-BASED ORGANIZATION Master Contract Amendment

THIS CONTRACT, made and entered into by and between the **COUNTY OF ALAMEDA**, a body corporate and politic of the State of California, hereinafter referred to as "**County**," and **Bananas, Inc.** a **Community-Based Organization (CBO)**, doing business at **5232 Claremont Ave, Oakland, CA. 94618**, hereinafter referred to as "**Contractor**" for the Term of this Agreement begins on the **1st** day of **July 2014** and ends on the **30th** day of **June 2015** is hereby amended:

Said contract is hereby amended in the following manner:

- The contract amount is increased from **\$397,374** to **\$404,339** with an increase of **\$6,965**.
- The amendment is reflected on the attached revised **Master Contract Exhibit A & B Coversheet**.
- The amendment is also reflected on the attached **Exhibit B, B-1 and B-2** reflecting the revised budgets.


Except as herein amended, said Contract is continued in full force and effect.

The Contract Amendment is effective as of February 1, 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the date referenced below.

COUNTY OF ALAMEDA

CONTRACTOR

By _____
Lori A. Cox
Social Services Agency Director



3/26/15

Date

Bananas, Inc.
Contractor

5232 Claremont Ave.
Street Address

Oakland, CA. 94618
City, State, Zip Code

Tax ID #94-2247074
By _____

Authorized Signature of Contractor

Executive Director
Title
2/17/15
Date



EXHIBIT B

TERMS OF PAYMENT

| | |
|-------------------------------|---|
| Contracting Department | Department of Children and Family Services (DCFS) |
| Contractor Name | Bananas, Inc. |
| Contract Period | July 1, 2014 – June 30, 2015 |
| Type of Services | R&R Contractor under CAPP-4000 |
| Contract Number (PO #) | 12236 |
| Contract Amt/Max | \$404,339.00 |

In addition to all terms of payment described in the Master Contract Terms and Conditions and any relevant exhibits and attachments, the parties to this Agreement shall abide by the following terms of payment:

I. BUDGET

Contractor shall use all payments solely in support of the program budget, set forth as follows:

- A. Funded Program Budget – See Exhibit B-1
- B. Agency Composite Budget – See Exhibit B-2

II. TERMS AND CONDITIONS OF PAYMENT

A. Contract Amount/Maximum

- The County agrees to compensate Contractor a maximum of **\$404,339.00** for this contract period. Reimbursement shall include the cost of child care paid to the child care providers plus administrative and support services cost of the alternative program. The total cost for administrative and support services shall not exceed an amount equal to 17.5 percent (17.5%) of the total contract amount.
- Of this amount, at least 82.5 percent (82.5%) must be payments for direct services, and no more than 17.5 percent (17.5%) may be for support services and administrative costs together. Administrative costs alone cannot exceed the cost allowable pursuant to EC 8223, 5CCR, Section 18034 (c).
- Contractor will maintain separate expenditures for each source category to remain in compliance with state CDE requirements.
- **Funding beyond June 30, 2015 is not guaranteed.**

B. Budget Revision Procedures

Contractor shall be reimbursed in accordance with the contract budget as detailed in **Exhibit B-1**. Any budget adjustments, revisions to the service categories and service units within the contract must be approved by SSA Contract Liaison prior to billing the County.

No supplemental billing will be accepted without Contractor's prior notification and approval by SSA Contract Liaison of the need and justification for revisions of the service categories, service units or contract budget (line-items or unit costs).

Contractor must submit a formal written (via e-mail) request to the SSA Contract Liaison for any contract budget adjustment with justification for requested expenditure revisions inclusive of specific impacts to current services being delivered. If impacts to contracted services levels are significant the SSA Contract Liaison will consult and obtain approval from the relevant Program department.

The County Auditor Controller's Office will not pay for unauthorized service categories, service units and budget line-items that are revised or rendered by Contractor that are not approved by SSA Contract Liaison and/or for claimed services that contract program monitoring findings indicate have not been provided.

III. INVOICING PROCEDURES

- A. Contractor will submit an invoice and CD9500 report to County, **no later than the 10th of each month following the service month.**
- B. A final CD9500 report will be submitted to County by **no later than July 11, 2015.**
- C. Payments to Contractor by County may be contingent upon filing of CD9500 reports due to County.
- D. Contractor may bill County monthly in arrears or less frequently at Contractor's option, for payment made to eligible cases under rates and provisions of Exhibit A herein.
- E. As required by California Department of Education (CDE), Contractor will mail an Annual Financial Audit Report, which **must include an Audited Fiscal Report (AUD form) by November 3, 2014** to:

California Department of Education
Audits and Investigations Division
1430 N Street, Suite 5319
Sacramento, CA. 95814

Attention: Audit Reports Review Section

Refer to the CDE Audit Guidelines at: <http://www.cde.ca.gov/fg/au/pm/>

- F. Contractor will email the completed Audit Report to the contract liaison **by November 3, 2014** to confirm the Annual Financial Audit Report was sent.
- G. **The term of this contract is July 1, 2014 through June 30, 2015.**

IV. FUNDING AND REPORTING REQUIREMENTS

Funding under this contract shall not duplicate funding from other sources. Should other funding duplicate funding under this contract, the invoices to Alameda County will be reduced accordingly by the amount of duplicate funding.

V. TERMINATION PROVISIONS

Termination for Cause - If County determines that Contractor has failed, or will fail, through any cause, to fulfill in a timely and proper manner its obligations under the Agreement, or if County determines that Contractor has violated or will violate any of the covenants, agreements, provisions, or stipulations of the Agreement, County shall thereupon have the right to terminate the Agreement by giving written notice to Contractor of such termination and specifying the effective date of such termination.

Without prejudice to the foregoing, Contractor agrees that if prior to or subsequent to the termination or expiration of the Agreement upon any final or interim audit by County, Contractor shall have failed in any way to comply with any requirements of this Agreement, then Contractor shall pay to County forthwith whatever sums are so disclosed to be due to County (or shall, at County's election, permit County to deduct such sums from whatever amounts remain un-disbursed by County to Contractor pursuant to this Agreement or from whatever remains due Contractor by County from any other contract between Contractor and County).

Termination Without Cause -- County shall have the right to terminate this Agreement without cause at any time upon giving at least 30 days written notice prior to the effective date of such termination.

Termination By Mutual Agreement -- County and Contractor may otherwise agree in writing to terminate this Agreement in a manner consistent with mutually agreed upon specific terms and conditions.

EXHIBIT B-1

REVISED FUNDED PROGRAM BUDGET

| | TOTAL FY 14-15 BUDGET |
|----------------------------------|--------------------------------------|
| EXPENSES | |
| Salaries and Wages | 40,216 |
| Employee Benefits | 19,861 |
| Provider Payments | 333,580 |
| Insurance | 363 |
| Professional Fees | 3,007 |
| Travel/Conferences | - |
| Rent | 3,264 |
| Utilities | 1,118 |
| Office Expense | 1,622 |
| Telephone | 337 |
| Communications | 124 |
| Miscellaneous/Bank Charges/Other | 847 |
| TOTAL EXPENSES | 404,339 |
| TOTAL SURPLUS (DEFICIT) | 0 |

EXHIBIT B-2

REVISED AGENCY COMPOSITE BUDGET

| | FY 14-15 BUDGET |
|-----------------------------------|----------------------------|
| REVENUE | |
| <u>EARNED</u> | |
| CA Dept of Education | 7,098,128 |
| County of Alameda | 733,355 |
| First 5 of Alameda | 916,250 |
| City of Berkeley | 287,851 |
| Other Contract Revenue | 291,782 |
| Program Support/Fees for Service | 252,754 |
| Rental Income | 8,048 |
| Other Income | - |
| TOTAL EARNED | 9,588,168 |
| <u>CONTRIBUTED</u> | |
| Individual | 156,500 |
| Foundation | 65,000 |
| Corporate | |
| TOTAL CONTRIBUTED | 221,500 |
| <u>ENDOWMENT</u> | |
| Interest/Investment Income | 30,000 |
| Net Realized/Unrealized | |
| Gain (Loss) on Investments | 46,737 |
| TOTAL ENDOWMENT | 76,737 |
| TOTAL REVENUE | 9,886,405 |
| | |
| | |
| | FY 14-15 BUDGET |
| EXPENSES | |
| Salaries and Wages | 1,949,744 |
| Employee Benefits | 802,662 |
| Provider Payments | 6,403,120 |
| Professional Fees | 266,344 |
| Annual Fund Mailings | 13,550 |
| Insurance | 16,512 |
| Travel/Conferences | 25,277 |
| Rent | 144,000 |
| Utilities | 43,412 |
| Office Expense/Training Materials | 153,698 |
| Telephone/Online | 21,470 |
| Equipment Purchases | - |
| Dues/Subscriptions | 6,126 |
| Communications | 4,323 |
| Miscellaneous/Bank Charges | 23,076 |
| Depreciation | 13,091 |
| TOTAL EXPENSES | 9,886,405 |
| TOTAL SURPLUS (DEFICIT) | 0 |

**COMMUNITY BASED ORGANIZATION
MASTER CONTRACT EXHIBIT A & B COVERSHEET**

Dept Name: SSA/Department of Children & Family Services Vendor ID #: 28148 Board PO #: 12248
 Bus Unit: SOCSA Master Contract #: 900158 Procurement Contract #: 10481 Budget Year: 2015

| Acct # | Fund # | Dept # | Program # | Subclass # | Project / Grant # | Amount to be Encumbered | Total Contract Amount |
|--------|--------|--------|-----------|------------|-------------------|-------------------------|-----------------------|
| 61034 | 10000 | 320100 | 36001 | | | \$2,249 | \$121,009 |
| | | | | | | | |
| | | | | | | | |

Justification if partial encumbrance or liquidation requested: California Dept. of Education Contract Amendment

Federal Funds Waiver #: NA Contract Maximum: \$121,009
 Procurement Contract Begin Date: July 1, 2014 Expire Date: June 30, 2015 Period of Funding From: July 1, 2014 To: June 30, 2015

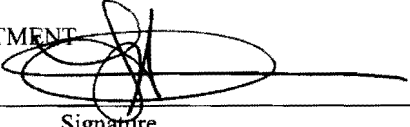
Department Contact: Ramil C. Rivera Telephone #: 510-271-9165 QIC Code: 20203
 Contractor Name: Child Care Links
 Project Name: CAPP Child Care and Development Services
 Contractor Address: 6601 Owens Drive, Suite 100, Pleasanton, CA. 94588
 Remittance Address: (Same as above) ALCOLINK Vendor Address #: 3
 BOS Dist. #: 4


Contractor Telephone #: 925-417-8733 Fax #: 925-730-4942 E-mail (Signatory): cthompson@childcarelinks.org
 Contractor Contact Person: Carol Thompson E-mail (Contact): cthompson@childcarelinks.org
 Contract Service Category: R&R Contractor under CAPP-4000
 Estimated Units of Service: Refer to contract exhibits
 Method of Reimbursement (Invoicing Procedures): Based on State Reporting Requirements

| History of Funding: | Original | Amendment #1 | Amendment #2 | Amendment #3 | Amendment #4 |
|-----------------------|---------------|----------------|----------------|--------------|--------------|
| Funding Level | \$116,837 | \$118,760 | \$121,009 | | |
| Amount of Encumbrance | \$116,837 | \$1,923 | \$2,249 | | |
| File Date | 7/29/14 | 12/02/14 | 3/03/15 | | |
| File / Item # | 29409 / No. 4 | 29409 / No. 29 | 29529 / No. 28 | | |
| Reason | Board Action | Board Action | Board Action | | |

| Funding Source Allocation: | Federal - CFDA #: <u>93-596</u> | State | County |
|----------------------------|---------------------------------|-------------|--------|
| | \$60,504.50 | \$60,504.50 | |

The signatures below signify that the attached Exhibits A and B have been received, negotiated and finalized. The Contractor also signifies agreement with all provisions of the Master Contract.

DEPARTMENT
 By 
 Signature
Lori A. Cox
 Print or Type Name
 Title Agency Director Date 3/26/15

CONTRACTOR
 By 
 Signature
Carol Thompson
 Print or Type Name
 Title Executive Director Date 2/13/15

By _____

 Print or Type Name
 Title _____ Date _____

Contract Amendment #2

COMMUNITY-BASED ORGANIZATION Master Contract Amendment

THIS CONTRACT, made and entered into by and between the **COUNTY OF ALAMEDA**, a body corporate and politic of the State of California, hereinafter referred to as "County," and **Child Care Links** a **Community-Based Organization (CBO)**, doing business at **6601 Owens Drive, Suite #100, Pleasanton, CA. 94588**, hereinafter referred to as "Contractor" for the Term of this Agreement begins on the **1st** day of **July 2014** and ends on the **30th** day of **June 2015** is hereby amended:

Said contract is hereby amended in the following manner:

- The contract amount is increased from **\$118,760** to **\$121,009** with an increase of **\$2,249**.
- The amendment is reflected on the attached revised **Master Contract Exhibit A & B Coversheet**.
- The amendment is also reflected on the attached **Exhibit B, B-1 and B-2** reflecting the revised budgets.


Except as herein amended, said Contract is continued in full force and effect.

The Contract Amendment is effective as of February 1, 2015.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the date referenced below.

COUNTY OF ALAMEDA

CONTRACTOR

By Lori A. Cox
Social Services Agency Director

3/26/15
Date

Child Care Links
Contractor
6601 Owens Drive, Suite #100
Street Address
Pleasanton, CA. 94588
City, State, Zip Code

Tax ID #94-2379571
By Cand Spencer
Authorized Signature of Contractor
Executive Director
Title
2/13/15
Date

EXHIBIT B

TERMS OF PAYMENT

| | |
|-------------------------------|---|
| Contracting Department | Department of Children and Family Services (DCFS) |
| Contractor Name | Child Care Links |
| Contract Period | July 1, 2014 – June 30, 2015 |
| Type of Services | R&R Contractor under CAPP-4000 |
| Contract Number (PO #) | 12248 |
| Contract Amt/Max | \$121,009.00 |

In addition to all terms of payment described in the Master Contract Terms and Conditions and any relevant exhibits and attachments, the parties to this Agreement shall abide by the following terms of payment:

I. BUDGET

Contractor shall use all payments solely in support of the program budget, set forth as follows:

- A. Funded Program Budget – See Exhibit B-1
- B. Agency Composite Budget – See Exhibit B-2

II. TERMS AND CONDITIONS OF PAYMENT

A. Contract Amount/Maximum

- The County agrees to compensate Contractor a maximum of **\$121,009.00** for this contract period. Reimbursement shall include the cost of child care paid to the child care providers plus administrative and support service cost of the alternative program. The total cost for administrative and support services shall not exceed an amount equal to 17.5 percent (17.5%) of the total contract amount.
- Of this amount, at least 82.5 percent (82.5%) must be payments for direct services, and no more than (17.5%) may be for support services and administrative costs together. Administrative costs alone cannot exceed the cost allowable pursuant to EC 8223, SCCR, and Section 18034 (c).
- Contractor will maintain separate expenditures for each source category to remain in compliance with state CDE requirements.
- **Funding beyond June 30, 2015 is not guaranteed.**

B. Budget Revision Procedures

Contractor shall be reimbursed in accordance with the contract budget as detailed in **Exhibit B-1**. Any budget adjustments, revisions to the service categories and service units within the contract must be approved by SSA Contract Liaison prior to billing the County.

No supplemental billing will be accepted without Contractor's prior notification and approval by SSA Contract Liaison of the need and justification for revisions of the service categories, service units or contract budget (line-items or unit costs).

Contractor must submit a formal written (via e-mail) request to the SSA Contract Liaison for any contract budget adjustment with justification for requested expenditure revisions inclusive of specific impacts to current services being delivered. If impacts to contracted services levels are significant the SSA Contract Liaison will consult and obtain approval from the relevant Program department.

The County Auditor Controller's Office will not pay for unauthorized service categories, service units and budget line-items that are revised or rendered by Contractor that are not approved by SSA Contract Liaison and/or for claimed services that contract program monitoring findings indicate have not been provided.

III. INVOICING PROCEDURES

- A. Contractor will submit an invoice and CD9500 report to County, **no later than the 10^h of each month.**
- B. A final CD9500 report will be submitted to County **no later than July 11, 2015.**
- C. Payments to Contractor by County may be contingent upon filing of CD9500 reports due to County.
- D. Contractor may bill County monthly in arrears or less frequently at Contractor's option, for payment made to eligible cases under rates and provisions of Exhibit A herein.
- E. As required by California Department of Education (CDE), Contractor will mail an Annual Financial Audit Report, which **must include an Audited Fiscal Report (AUD form) by November 3, 2014** to:

California Department of Education
Audits and Investigations Division
1430 N Street, Suite 5319
Sacramento, CA. 95814

Attention: Audit Reports Review Section

Refer to the CDE Audit Guidelines at: <http://www.cde.ca.gov/fg/au/pm/>

- F. Contractor will email the completed Audit Report to the contract liaison by **November 3, 2014** to confirm the Annual Financial Audit Report was sent.
- G. **The term of this agreement is July 1, 2014 through June 30, 2015.**

IV. FUNDING AND REPORTING REQUIREMENTS

Funding under this contract shall not duplicate funding from other sources. Should other funding duplicate funding under this contract, the invoices to Alameda County will be reduced accordingly by the amount of duplicate funding.

V. TERMINATION PROVISIONS

Termination for Cause - If County determines that Contractor has failed, or will fail, through any cause, to fulfill in a timely and proper manner its obligations under the Agreement, or if County determines that Contractor has violated or will violate any of the covenants, agreements, provisions, or stipulations of the Agreement, County shall thereupon have the right to terminate the Agreement by giving written notice to Contractor of such termination and specifying the effective date of such termination.

Without prejudice to the foregoing, Contractor agrees that if prior to or subsequent to the termination or expiration of the Agreement upon any final or interim audit by County, Contractor shall have failed in any way to comply with any requirements of this Agreement, then Contractor shall pay to County forthwith whatever sums are so disclosed to be due to County (or shall, at County's election, permit County to deduct such sums from whatever amounts remain un-disbursed by County to Contractor pursuant to this Agreement or from whatever remains due Contractor by County from any other contract between Contractor and County).

Termination Without Cause -- County shall have the right to terminate this Agreement without cause at any time upon giving at least 30 days written notice prior to the effective date of such termination.

Termination By Mutual Agreement -- County and Contractor may otherwise agree in writing to terminate this Agreement in a manner consistent with mutually agreed upon specific terms and conditions.

EXHIBIT B-1

REVISED FUNDED PROGRAM BUDGET

Contractor Name: Child Care Links
 Service Category: R&R Contractor under
 Contract Period: July 1, 2014 – June 30,
 2015

Contracting Admin & Finance
Alameda County SSA

COMPOSITE PROGRAM BUDGET – LINE ITEM DETAIL

| EXPENDITURE CATEGORIES | | Fed/State/Co | Match | TOTAL |
|---|-------|--------------|----------------|----------------|
| Salaries & Wages (Name, Title, %FTE) | | | | |
| X. Yu, Technical Support Specialist | 1.00% | 56,088 | 561 | 561 |
| A. Andersen, Administrator Assistant | 1.00% | 40,447 | 404 | 404 |
| C. Zeeb, Network Administrator | 1.00% | 90,090 | 901 | 901 |
| X. Zhou, Accounting Specialist | 1.00% | 51,200 | 512 | 512 |
| H. Fulgado, Finance Manager | 1.00% | 106,920 | 1,069 | 1,069 |
| A. Lindblom, Accounting Specialist | 2.00% | 50,232 | 1,005 | 1,005 |
| Z. Tse, Data Processor | 2.00% | 45,759 | 915 | 915 |
| R. Djatikusuma, Data Processor | 1.00% | 43,680 | 437 | 437 |
| J. Rice, Data Processor | 1.00% | 41,604 | 416 | 416 |
| J. Camberg, Human Resources Director | 1.00% | 102,503 | 1,025 | 1,025 |
| A. Finley, Director of Program Development | 1.00% | 67,000 | 670 | 670 |
| M. Shirk, Eligibility Specialist | 2.00% | 41,604 | 832 | 832 |
| I. Surenkova, Eligibility Specialist | 1.00% | 45,760 | 458 | 458 |
| M. Sanhueza, Eligibility Specialist | 2.00% | 45,760 | 915 | 915 |
| R. Del Mundo, Senior Eligibility Specialist | 2.00% | 45,760 | 915 | 915 |
| TBD, Eligibility Specialist | 1.00% | 41,604 | 416 | 416 |
| Salaries & Wages Subtotal | | | 11,451 | 11,451 |
| Taxes & Benefits | | | | |
| FICA | | | 904 | 904 |
| SUI | | | 175 | 175 |
| Worker's Comp | | | 65 | 65 |
| EAP/Life Insurance/Long Term Care | | | 78 | 78 |
| Fringe Benefits | | | 1,250 | 1,250 |
| Retirement | | | 1,060 | 1,060 |
| Taxes & Benefits Subtotal | | | 3,532 | 3,532 |
| SALARIES & BENEFITS TOTAL | | | 14,983 | 14,983 |
| Services & Supplies | | | | |
| Provider Payments | | | 99,832 | 99,832 |
| Administrative Expenses | | | 887 | 887 |
| Printing/Supplies/Postage | | | 655 | 655 |
| Contracted Services | | | 336 | 336 |
| Maintenance | | | 395 | 395 |
| Staff Travel Expenses | | | 55 | 55 |
| Rent and Utilities | | | 3,330 | 3,330 |
| Equipment | | | 180 | 180 |
| Dues and Memberships/Staff Development | | | 356 | 356 |
| Services & Supplies Subtotal | | | 106,026 | 106,026 |
| Fixed Assets | | | | |
| Fixed Assets Subtotal | | | | |
| GRAND TOTAL – ALL CATEGORIES | | | 121,009 | 121,009 |

EXHIBIT B-2

REVISED AGENCY COMPOSITE BUDGET

| | <u>TOTAL</u> |
|---|-------------------|
| REVENUE | |
| REVENUE - CONTRACTS TOTAL | 20,203,451 |
| ALT PAYMENT | 2,456,814 |
| AP/STAGE 3 | 743,297 |
| ALT/PMT AC. SSA | 121,009 |
| FOSTER CARE, AC SSA | 120,970 |
| STAGE 2 | 1,361,222 |
| CWS STAGE 1, AC SSA | 14,951,055 |
| STATE R&R | 204,277 |
| FIRST 5 QUALITY COUNTS | 100,000 |
| CCDF HEALTH & SAFETY | 2,857 |
| CITY OF PLEASANTON | 5,950 |
| CITY OF DUBLIN | 10,000 |
| STATE CCIP | 26,000 |
| FIRST 5 INCLUSION PROJECT | 100,000 |
| REVENUE - INTEREST | 3,950 |
| REVENUE - CPR FEES | 10,000 |
| REVENUE - PARENT FEES | 157,771 |
| TOTAL REVENUE | 20,375,172 |
| EXPENSE | |
| <u>ADMINISTRATIVE</u> | |
| SALARY - ADMIN | 919,195 |
| CASH FRINGE - ADMIN | 100,800 |
| FRINGE BENEFITS - ADMIN | 237,612 |
| SUBTOTAL ADMIN EXPENSE | 1,257,607 |
| <u>PROGRAMMATIC</u> | |
| SALARY - PROGRAM | 1,449,178 |
| CASH FRINGE - PROGRAM | 210,248 |
| FRINGE BENEFIT - PROGRAM | 373,027 |
| | 2,032,453 |
| <u>PROGRAMMATIC OPERATING EXPENSE</u> | |
| ADVERTISING | 21,650 |
| AUDIT - ADMIN | 38,500 |
| BANK CHARGES | 58,257 |
| BOARD OF DIRECTORS | 2,950 |
| CAREER DEVELOP EDUCATION GRANT | 6,952 |
| CONFERENCES | 26,100 |
| DUES & MEMBERSHIPS | 12,058 |
| EQUIPMENT >\$2000 | 62,000 |
| EQUIPMENT RENTAL | 27,120 |
| EVENTS & WORKSHOPS | 58,000 |
| FACILITIES & MAINTENANCE | 36,043 |
| INSURANCE - COMMERCIAL, D & O LIAB., CRIME POLICY | 25,800 |
| MISCELLANEOUS | 18,300 |
| MISCELLANEOUS FEES | 350 |
| PAYROLL SERVICE | 32,640 |
| POSTAGE | 26,400 |
| PRINTING | 2,400 |
| PROFESSIONAL FEES | 121,665 |
| PROVIDER PAYMENTS | 15,776,809 |
| RENT | 426,598 |
| SOFTWARE | 7,200 |
| STAFF DEVELOPMENT | 19,000 |
| STORAGE RENT | 8,220 |
| SUPPLIES | 214,580 |
| TELEPHONE | 23,940 |
| TRAVEL | 31,580 |
| SUBTOTAL PROGRAMMATIC EXPENSE | 19,117,565 |
| TOTAL EXPENSE | 20,375,172 |
| EXCESS/(DEFICIT) | 0 |