

**AMENDMENT NO. 1 TO THE CONTRACT WITH
CRISIS INTERVENTION SERVICES DBA SIERRA
COMMUNITY HOUSE (RES. 25-203)**

THIS AMENDMENT is executed this December 16, 2025 by and between Crisis Intervention Services DBA Sierra Community House, hereinafter referred to as “Contractor” and COUNTY OF NEVADA, hereinafter referred to as “County.” Said Amendment will amend the prior Agreement between the parties entitled Professional Services Contract, executed on June 3, 2025 per Resolution 25-203; and

WHEREAS, the Contractor provides Latino Outreach Services, Family Support and Parenting Classes, and Mental Health Stigma Reduction as a component of the County’s Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI); and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$143,287 to \$173,287 (an increase of \$30,000) and amend Exhibit “B” Schedule of Charges and Payments to reflect the increase in the maximum contract price and add language surrounding the incentives and update budgets.

NOW, THEREFORE, the parties hereto agree as follows:

1. That Amendment No.1 shall be effective as of 11/1/2025.
2. That Maximum Contract Price, shall be amended to the following:
\$173,287.
3. That the Schedule of Charges and Payments, Exhibit “B” is amended to the revised Exhibit “B” attached hereto and incorporated herein.
4. That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

COUNTY OF NEVADA:

By:_____

Chair of the Board of Supervisors
Nevada County

CONTRACTOR:

By: _____

Crisis Intervention Services
DBA Sierra Community House

ATTEST:

By:_____

Clerk of the Board, Nevada County

EXHIBIT “B”
SCHEDULE OF CHARGES AND PAYMENTS
CRISIS INTERVENTION SERVICES

The maximum obligation under this Agreement for satisfactory performance of services as outlined in Exhibit A shall not exceed \$173,287 for the contract term.

The contract maximum for FY2025/26 is based on the following project budget:

FY 25-26 Budget :	Nev County PEI Budget Planning for FY 25-26			
	Family Support & Parenting	Latinx Outreach	MHSR	ROW TOTALS:
Salary & Benefits	36,553.00	60,419.00	11,508.00	108,480.00
Program Costs	3,644.00	7,908.00	1,062.00	12,614.00
Ind Contractors Included in Program %	3,598.00	5,569.00	-	9,167.00
Admin	4,379.00	7,390.00	1,257.00	13,026.00
Incentive Payments				30,000
TOTALS:	48,174.00	81,286.00	13,827.00	173,287.00

Incentive Payments

As part of participation in the MHSA Innovation Learning Collaborative, the contractor has the opportunity to earn incentive payments. Incentive payments will be earned, up to the total amount of \$30,000 based on the below table. Invoices for incentive payments will be submitted on a separate invoice upon completion for meeting one or more of the below milestones.

FY 25/26 Incentive Options:	Amount
Attend 5 learning collaboratives	\$5,000
Complete full readiness assessment by 3/31	\$5,000
Create a business plan/funding sustainability plan for billing outside of current funding streams	\$10,000
One of the following incentives available per provider:	
Enter into contract with MCP or expand scope of existing contract with MCP	\$10,000
Enter into contract with BHP/county for SMHS or DMC-ODS services	\$10,000
Enter into contract for another identified billing source (i.e. MAA)	\$10,000

Billing and Payment

As compensation for services rendered to County, Contractor shall bill County monthly and shall be reimbursed for actual costs incurred in carrying out the terms of the contract.

To expedite payment, a complete invoice submission includes:

- Invoice cover page on contractor template. Invoice cover page to include:
 - Invoice date
 - Unique invoice number
 - Resolution/purchasing order number assigned to Contract
 - Time period billed
 - Total invoice amount
 - Personnel hours being billed
 - Reimbursement expenses being claimed by funding source
- Budget Status Table with starting budget amounts, expenditures per billing period and remaining budget balance by budget line item.
- All applicable backup to support expenditures. Examples can include:
 - Detailed receipts
 - Financial reports
 - Payroll hours reports
 - Mileage reimbursement documents (mileage reimbursement rate may not exceed the current IRS allowable rate)

Contractor agrees to be responsible for the validity of all invoices.

County shall review the invoice and notify the Contractor within fifteen (15) working days if an individual item or group of costs is being questioned. Contractor has the option of delaying the entire invoice pending resolution of the cost(s). Payment of approved invoices shall be made within thirty (30) days of receipt of a complete, correct, and approved invoice.

Contractor shall submit invoices to:

Via mail:
HNSA Administration
Attn: BH Fiscal
950 Maidu Avenue
Nevada City, CA 95959
Or
Via Email:
BH.Fiscal@nevadacountyca.gov
CC: Contract Manager (refer to Notification section)

Non-Profit Supplemental Audit Provisions

(i) Contractor shall have on file with the County at all times their most recent reviewed or audited financial statements including the review or opinion letter issued by an independent Certified Public Accountant. The financial statement package is due to the County within one hundred eighty (180) days of the end of the Contractor's fiscal year. Contractor may request in writing an extension of due date for good cause – at its discretion, County shall provide written approval or denial of request.

(ii) Non-profit Contractors whose contract with the County includes services that will be reimbursed, partially or in full, with Federal funds are also governed by the OMB Super Circular and are required to have a single or program-specific audit conducted if the Contractor has expended \$750,000 or more in

Federal awards during Contractor's fiscal year. Any Contractor who is required to complete an annual Single Audit must submit a copy of their annual audit report and audit findings to County at the address listed in the "Notification" section of the executed contract within the earlier of thirty (30) days after the Contractor's receipt of the auditor's report or nine (9) months following the end of the Contractor's fiscal year.