

**AMENDMENT NO. 1 TO THE CONTRACT WITH NEVADA  
COUNTY HOUSING DEVELOPMENT CORPORATION (RES. 25-345)**

**THIS AMENDMENT** is executed this December 16, 2025 by and between NEVADA COUNTY HOUSING DEVELOPMENT CORPORATION, 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 July 8, 2025 per Resolution 25-345; and

**WHEREAS**, the Contractor provides services related to community-based housing projects and specialized housing programs for residents with a mental health disability; and

**WHEREAS**, the parties desire to amend their Agreement to increase the contract price from \$1,959,132 to \$1,989,132 (an increase of \$30,000), to amend Exhibit “B” Schedule of Charges and Payments to reflect the increase in the maximum contract price and add language surrounding the incentives and updated budget.

**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:  
\$1,989,132.
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

ATTEST:

By: \_\_\_\_\_  
Clerk of the Board

CONTRACTOR:

By: \_\_\_\_\_  
Nevada County Housing Development  
Corporation  
PO Box 5216  
Auburn CA 95604

## EXHIBIT “B”

### SCHEDULE OF CHARGES AND PAYMENTS

The maximum obligation under this Agreement for satisfactory performance of services as outlined in Exhibit A shall not exceed \$1,989,132 for the contract term.

The contract maximum is based on the following project budget:

<b>Fiscal Year: 2025/26</b>	<b>NC Personnel - all programs</b>	<b>Winters Haven/Home Anew</b>	<b>Houses Various</b>	<b>Empire Mine Courtyard</b>	<b>Homekey Plus</b>	<b>Total</b>
<b>Personnel</b>						
Staff	522,912	-	-	86,320	-	609,232
Benefits	131,174	-	-	21,654	-	152,828
Operating Expenses (cellphone, office supplies, travel, training, meetings)	4,292	-	-	708	-	5,000
Auto (mileage included)	16,308	-	-	2,692	-	19,000
<b>Subtotal Personnel</b>	<b>674,686</b>	<b>-</b>	<b>-</b>	<b>111,374</b>	<b>-</b>	<b>786,060</b>
<b>Operations</b>						
Leases, Rents, Utilities	-	193,308	442,000	114,000	75,000	824,308
Other Direct Costs: Supplies, M&R, Ins, Legal, etc	-	-	185,122	147,500	5,000	337,622
Rapid Rehousing/Rental Assistance	-	-	-	-	-	-
Landlord Incentives/Repair Fund	-	-	41,280	-	-	41,280
Ranch House Start Up	-	-	75,000	-	-	75,000
COSR - owned properties	-	-	12,600	20,000	-	32,600
Allocated Direct Costs	-	-	134,250	15,000	-	149,250
<b>Subtotal Operations</b>	<b>-</b>	<b>193,308</b>	<b>890,252</b>	<b>296,500</b>	<b>80,000</b>	<b>1,460,060</b>
<b>Indirect 10%</b>	<b>67,469</b>	<b>19,331</b>	<b>89,025</b>	<b>40,787</b>	<b>8,000</b>	<b>224,612</b>
Less Progam Income(client rent)	-	-	(313,600)	(198,000)	-	(511,600)
Incentives	-	-	-	-	-	30,000
<b>Total Expenses</b>	<b>742,154</b>	<b>212,639</b>	<b>665,677</b>	<b>250,662</b>	<b>88,000</b>	<b>1,989,132</b>

Should modification to or changes to the budget line items be needed, a written request for modification shall be submitted for approval to the Director or their designee. County at its sole discretion shall determine if the change will continue to meet the contract objectives and approve or deny the request.

#### 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 inventive payments will be submitted on a separate invoice upon completion for meeting one or more of the below milestones.

<b>FY 25/26 Incentive Options:</b>	<b>Amount</b>
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
<b>One of the following incentives available per provider:</b>	
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.

Contractor may submit a monthly invoice for up to \$55,473.00 or one-twelfth of the contract maximum for the Houses column in the above budget table. The Behavioral Health Director may at their discretion approve an increase over the monthly 1/12<sup>th</sup> amount if necessary, for program expenditures.

County shall review the invoices 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:

HHSA 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)