



# RESOLUTION NO. 20-407

## OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

**RESOLUTION APPROVING EXECUTION OF AMENDMENT A01 TO THE RENEWAL AGREEMENT NUMBER 19-10166 WITH THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (CDPH) WHICH INCREASES THE MAXIMUM AMOUNT FROM \$2,015,799 TO \$2,030,525 (AN INCREASE OF \$14,726) FOR THE WOMEN, INFANTS, AND CHILDREN (WIC) SUPPLEMENTAL NUTRITION PROGRAM FOR THE TERM OF OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2022 AND AUTHORIZING AND DIRECTING THE AUDITOR-CONTROLLER TO AMEND THE PUBLIC HEALTH DEPARTMENT'S BUDGET FOR FISCAL YEAR 2020/21 (4/5 AFFIRMATIVE VOTE REQUIRED)**

WHEREAS, per Resolution 19-517 the Board of Supervisors approved Agreement Number 19-10166 with the California Department of Public Health (CDPH) for the County's Women, Infants, and Children (WIC) Supplemental Nutrition Program; and

WHEREAS, the WIC Program provides beneficial services to the community including: supplemental food vouchers, nutrition education, and referral services for eligible pregnant, breastfeeding, and postpartum women, infants and children under the age of five; and

WHEREAS, Amendment A01 increases the funding level of the Agreement in Federal Fiscal Year 2019/20 for costs reimbursable under the Families First Coronavirus Response Act.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California that Amendment A01 to Agreement Number 19-10166 with the California Department of Public Health for funding the County's Women, Infants, and Children (WIC) Supplemental Nutrition Program pertaining to increasing the maximum amount from \$2,015,799 to \$2,030,525 (an increase of \$14,726) for the agreement term of October 1, 2019 through September 30, 2022 be and hereby is approved in substantially the form attached hereto and that the Chair of the Board of Supervisors be and hereby authorized to execute the Amendment on behalf of the County of Nevada.

BE IT FURTHER RESOLVED that the Auditor-Controller is authorized and directed to amend the Public Health Department's Budget for Fiscal Year 2020/21 as follows:

Fiscal Year 2020/21

|             |                              |         |
|-------------|------------------------------|---------|
| Revenue     | 1589-40102-492-3401 / 446080 | \$8,746 |
| Expenditure | 1589-40102-492-3401 / 522090 | \$8,746 |

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 22nd day of September, 2020, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Susan K. Hoek and Richard Anderson.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 

  
Heidi Hall, Chair

9/22/2020 cc: PH\*  
AC\* (hold)

12/24/2020 cc: PH\*  
AC\*(release)

**STANDARD AGREEMENT - AMENDMENT**

4265-1910166-A1

STD 213A (Rev. 10/2019)

|                                     |                                |                             |
|-------------------------------------|--------------------------------|-----------------------------|
| AGREEMENT NUMBER<br><b>19-10166</b> | AMENDMENT NUMBER<br><b>A01</b> | Purchasing Authority Number |
|-------------------------------------|--------------------------------|-----------------------------|

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 1 PAGES

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY NAME

California Department of Public Health

CONTRACTOR NAME

County of Nevada

2. The term of this Agreement is:

START DATE

October 1, 2019

THROUGH END DATE

September 30, 2022

3. The maximum amount of this Agreement after this Amendment is:

\$2,030,525.00 Two Million Thirty Thousand Five Hundred Twenty-Five Dollars

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

I. This amendment increases the contract by \$14,726.00, changing the total amount to read \$2,030,525.00, to better support the Contractor's needs, and is shifting funds in fiscal year 1 in order to compensate the Contractor for actual expenses invoiced for the H.R. 6201 - Families First Coronavirus Response Act.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Nevada

CONTRACTOR BUSINESS ADDRESS

950 Maidu Avenue

CITY

Nevada City

STATE

CA

ZIP

95959

PRINTED NAME OF PERSON SIGNING

Heidi Hall

TITLE

Chair, Board of Supervisors

CONTRACTOR AUTHORIZED SIGNATURE

*Heidi Hall*

DATE SIGNED

*9/22/2020*

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

California Department of Public Health

CONTRACTING AGENCY ADDRESS

1616 Capitol Avenue, Suite 74.262, MS 1802, PO Box 997377

CITY

Sacramento

STATE

CA

ZIP

95899

PRINTED NAME OF PERSON SIGNING

Joseph Torrez

TITLE

Chief, Contracts Management Unit

CONTRACTING AGENCY AUTHORIZED SIGNATURE

*Joseph Torrez*

DATE SIGNED

9/25/2020

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL



EXEMPTION (If Applicable)

II. Certain changes made in this amendment are displayed as follows: Text additions are displayed in **bold and underline**. Text deletions are displayed with a strike through the text (i.e., ~~Strike~~).

III. Revised Exhibit B, Budget Detail and Payment Provisions, Paragraph 1.E. as follows:

E. Amounts Payable

The amounts payable under this agreement shall not exceed: **\$2,030,525.00.**

1) ~~\$2,015,799.00 for the budget period of 10/01/19 through 09/30/22.~~

Exhibit B, Attachment I  
Budget Detail Worksheet  
October 1, 2019 - September 30, 2022

| Personnel  | Year 1                |                    |                                    | Year 2                                     |                                    |  | Year 3                |                         |             | Total                   | Total Budget Adj.      | Amended Total   |                         |             |                         |                        |                 |                         |                 |                         |                         |                   |               |             |                 |             |
|--|-----------------------|--------------------|------------------------------------|--|------------------------------------|--|-----------------------|-------------------------|-------------|-------------------------|------------------------|-----------------|-------------------------|-------------|-------------------------|------------------------|-----------------|-------------------------|-----------------|-------------------------|-------------------------|-------------------|---------------|-------------|-----------------|-------------|
|  | 10/1/2019 - 9/30/2020 |                    |                                    | 10/1/2020 - 9/30/2021                      |                                    |  | 10/1/2021 - 9/30/2022 |                         |             |                         |                        |                 |                         |             |                         |                        |                 |                         |                 |                         |                         |                   |               |             |                 |             |
|  | Exhibit A SOW 7.A.    | Exhibit A Attach I | Current Base Annual Salary Minimum | Amended Current Base Annual Salary Minimum | Current Base Annual Salary Maximum | Amended Current Base Annual Salary Maximum | FTE                   | FTE Adj.                | Amended FTE |                         |                        |                 | Budgeted Amount         | Budget Adj. | Amended Budgeted Amount | FTE                    | FTE Adj.        | Amended FTE             | Budgeted Amount | Budget Adj.             | Amended Budgeted Amount | FTE               | FTE Adj.      | Amended FTE | Budgeted Amount | Budget Adj. |
| WIC Director   | 1-23                  | 1-8                | 79,167                             | 96,647                                     |                                    | 1.00                                       |                       | 1.00                    | 84,384      |                         | 84,384                 | 1.00            |                         | 1.00        | 84,384                  |                        | 84,384          | 1.00                    |                 | 1.00                    | 84,384                  |                   | 84,384        | 253,153     |                 | 253,153     |
| Nutritionist   | 3-15, 21              | 1-6, 7-8           | 71,853                             | 87,473                                     |                                    | 0.75                                       | 0.05                  | 0.75                    | 53,481      | 4,949                   | 58,430                 | 0.75            |                         | 0.75        | 53,481                  |                        | 53,481          | 0.75                    |                 | 0.75                    | 53,481                  |                   | 53,481        | 160,393     | 4,949           | 165,342     |
| Senior WIC Nutrition Assistant   | 3-12, 21              | 1-6, 7-8           | 42,230                             | 51,554                                     |                                    | 1.00                                       |                       | 1.00                    | 45,013      |                         | 45,013                 | 1.00            |                         | 1.00        | 45,013                  |                        | 45,013          | 1.00                    |                 | 1.00                    | 45,013                  |                   | 45,013        | 135,039     |                 | 135,039     |
| Senior WIC Nutrition Assistant - (1) (2)                                       | 3-12, 21              | 1-6, 8             | 42,230                             | 51,554                                     |                                    | 0.40                                       |                       | 0.40                    | 20,708      |                         | 20,708                 | 0.40            |                         | 0.40        | 20,708                  |                        | 20,708          | 0.40                    |                 | 0.40                    | 20,708                  |                   | 20,708        | 62,118      |                 | 62,118      |
| WIC Nutrition Assistant  | 3-12, 21              | 1-6                | 38,221                             | 46,600                                     |                                    | 1.00                                       |                       | 1.00                    | 40,739      |                         | 40,739                 | 1.00            |                         | 1.00        | 40,739                  |                        | 40,739          | 1.00                    |                 | 1.00                    | 40,739                  |                   | 40,739        | 122,217     |                 | 122,217     |
| WIC Nutrition Assistant - (1)  | 3-12, 18, 21, 23      | 1-6                | 38,221                             | 46,600                                     |                                    | 1.00                                       |                       | 1.00                    | 42,777      |                         | 42,777                 | 1.00            |                         | 1.00        | 42,777                  |                        | 42,777          | 1.00                    |                 | 1.00                    | 42,777                  |                   | 42,777        | 128,331     |                 | 128,331     |
| Pear Counselor (Truckee) Temp  | 5-12, 21              | 1-6, 8             | 38,221                             | 46,600                                     |                                    | 0.30                                       |                       | 0.30                    | 13,048      |                         | 13,048                 | 0.30            |                         | 0.30        | 13,048                  |                        | 13,048          | 0.30                    |                 | 0.30                    | 13,048                  |                   | 13,048        | 39,144      |                 | 39,144      |
| Pear Counselor (Craters Valley) Temp   | 5-12, 21              | 1-6, 8             | 34,562                             | 42,230                                     |                                    | 1.30                                       |                       | 1.30                    | 45,230      |                         | 45,230                 | 1.30            |                         | 1.30        | 45,230                  |                        | 45,230          | 1.30                    |                 | 1.30                    | 45,230                  |                   | 45,230        | 135,690     |                 | 135,690     |
| Program Manager  | 1-23                  | 5                  | 98,407                             | 120,135                                    |                                    | 0.05                                       |                       | 0.05                    | 5,200       |                         | 5,200                  | 0.05            |                         | 0.05        | 5,200                   |                        | 5,200           | 0.05                    |                 | 0.05                    | 5,200                   |                   | 5,200         | 15,600      |                 | 15,600      |
| Overtime (3)   |                       |                    |                                    |  |                                    |  |                       |                         |             |                         |                        |                 |                         |             |                         |                        |                 |                         |                 |                         |                         |                   |               |             |                 |             |
| Salaries and Wages   |                       |                    |                                    |  |                                    |  |                       |                         |             |                         |                        |                 |                         |             |                         |                        |                 |                         |                 |                         |                         |                   |               |             |                 |             |
| Total FTE  |                       |                    |                                    |  |                                    | 6.75                                       | 0.05                  | 6.80                    | 350,558     | 4,949                   | 355,507                | 6.75            | 0.00                    | 6.75        | 350,558                 |                        | 350,558         | 6.75                    | 0.00            | 6.75                    | 350,558                 |                   | 350,558       | 1,051,674   | 4,949           | 1,056,623   |
| Fringe Benefits (4)  |                       |                    |                                    |  |                                    | Percent                                    | Amended Percent       | Budgeted Amount         | Budget Adj. | Amended Budgeted Amount | Percent                | Amended Percent | Budgeted Amount         | Budget Adj. | Amended Budgeted Amount | Percent                | Amended Percent | Budgeted Amount         | Budget Adj.     | Amended Budgeted Amount | Total                   | Total Budget Adj. | Amended Total |             |                 |             |
|  |                       |                    |                                    |  |                                    | 56.0700%                                   |                       | 196,557                 | 2,775       | 199,332                 | 56.0700%               |                 | 196,557                 |             | 196,557                 | 56.0700%               |                 | 196,557                 |                 | 196,557                 | 589,671                 | 2,775             | 592,446       |             |                 |             |
| Total Personnel  |                       |                    |                                    |  |                                    |  |                       | 547,115                 |             | 554,839                 |                        |                 | 547,115                 |             | 547,115                 |                        |                 | 547,115                 |                 | 547,115                 | 1,641,345               | 7,724             | 1,649,069     |             |                 |             |
| Operating Expenses   |                       | Exhibit A SOW 7.A. | Exhibit A Attach I                 |  |                                    | Budgeted Amount                            | Budget Adj.           | Amended Budgeted Amount |             |                         | Budgeted Amount        | Budget Adj.     | Amended Budgeted Amount |             |                         | Budgeted Amount        | Budget Adj.     | Amended Budgeted Amount | Total           | Total Budget Adj.       | Amended Total           |                   |               |             |                 |             |
| General Expenses (5)   |                       | 8, 17, 18, 19      | 1-9                                |  |                                    | 2,674                                      | 6,037                 | 8,711                   |             |                         | 2,674                  |                 | 2,674                   |             |                         | 9,574                  |                 | 9,574                   | 14,922          | 6,037                   | 20,959                  |                   |               |             |                 |             |
| Travel (6)   |                       | 8                  | 1-9                                |  |                                    | -  | -                     | -                       |             |                         | -                      | -               | -                       |             | -                       | -                      | -               | -                       | -               | -                       | -                       |                   |               |             |                 |             |
| Training   |                       | 4, 5, 7, 17        | 1-9                                |  |                                    | 1,375                                      | -                     | 1,375                   |             |                         | 1,375                  | -               | 1,375                   |             |                         | 1,375                  | -               | 1,375                   | 4,125           | -                       | 4,125                   |                   |               |             |                 |             |
| Outreach/Media/Promotion   |                       | 17                 | 1-9                                |  |                                    | -  | -                     | -                       |             |                         | -                      | -               | -                       |             | -                       | -                      | -               | -                       | -               | -                       | -                       |                   |               |             |                 |             |
| Facility Costs (See Exhibit B, Attach II for breakdown) (7)                    |                       | 11                 | 1-9                                |  |                                    | 45,480                                     | -                     | 45,480                  |             |                         | 45,480                 | -               | 45,480                  |             |                         | 45,480                 | -               | 45,480                  | 138,440         | -                       | 138,440                 |                   |               |             |                 |             |
| Total Operating Expenses   |                       |                    |                                    |  |                                    | 49,529                                     | 6,037                 | 55,566                  |             |                         | 49,529                 |                 | 49,529                  |             |                         | 56,429                 |                 | 56,429                  | 159,487         | 6,037                   | 165,524                 |                   |               |             |                 |             |
| Major Equipment (8) (Unit Cost of \$5,000 or More)                             |                       | Exhibit A SOW 7.A. | Exhibit A Attach I                 |  |                                    | Budgeted Amount                            | Budget Adj.           | Amended Budgeted Amount |             |                         | Budgeted Amount        | Budget Adj.     | Amended Budgeted Amount |             |                         | Budgeted Amount        | Budget Adj.     | Amended Budgeted Amount | Total           | Total Budget Adj.       | Amended Total           |                   |               |             |                 |             |
| Equipment (9)  |                       | 8, 17, 18, 20, 21  | 1-9                                |  |                                    | -  | -                     | -                       |             |                         | -                      | -               | -                       |             | -                       | -                      | -               | -                       | -               | -                       | -                       |                   |               |             |                 |             |
| Vehicles (10)  |                       | 8, 17, 18, 19      | 1-9                                |  |                                    | -  | -                     | -                       |             |                         | -                      | -               | -                       |             | -                       | -                      | -               | -                       | -               | -                       | -                       |                   |               |             |                 |             |
| Total Major Equipment  |                       |                    |                                    |  |                                    | -  | -                     | -                       |             |                         | -                      | -               | -                       |             | -                       | -                      | -               | -                       | -               | -                       | -                       |                   |               |             |                 |             |
| Subcontracts (11)  |                       | Exhibit A SOW 7.A. | Exhibit A Attach I                 |  |                                    | Budgeted Amount                            | Budget Adj.           | Amended Budgeted Amount |             |                         | Budgeted Amount        | Budget Adj.     | Amended Budgeted Amount |             |                         | Budgeted Amount        | Budget Adj.     | Amended Budgeted Amount | Total           | Total Budget Adj.       | Amended Total           |                   |               |             |                 |             |
| Consultant (BBCLC) - Provide lactation/consulting services to WIC Participants |                       | 16                 | 1-6, 8                             |  |                                    | 6,900                                      | -                     | 6,900                   |             |                         | 6,900                  | -               | 6,900                   |             |                         | -                      | -               | -                       | 13,800          | -                       | 13,800                  |                   |               |             |                 |             |
| Total Subcontracts   |                       |                    |                                    |  |                                    | 6,900                                      | -                     | 6,900                   |             |                         | 6,900                  | -               | 6,900                   |             |                         | -                      | -               | -                       | 13,800          | -                       | 13,800                  |                   |               |             |                 |             |
| Indirect Costs   |                       |                    |                                    |  |                                    | Percent                                    | Amended Percent       | Budgeted Amount         | Budget Adj. | Amended Budgeted Amount | Percent                | Amended Percent | Budgeted Amount         | Budget Adj. | Amended Budgeted Amount | Percent                | Amended Percent | Budgeted Amount         | Budget Adj.     | Amended Budgeted Amount | Total                   | Total Budget Adj. | Amended Total |             |                 |             |
| Total Personnel Costs  |                       |                    |                                    |  |                                    | 12.5000%                                   |                       | 68,389                  | 965         | 69,354                  | 12.5000%               |                 | 68,389                  | -           | 68,389                  | 12.5000%               |                 | 68,389                  | -               | 68,389                  | 205,167                 | 965               | 206,132       |             |                 |             |
| Total Indirect Costs   |                       |                    |                                    |  |                                    |  |                       | 68,389                  | 965         | 69,354                  |                        |                 | 68,389                  | -           | 68,389                  |                        |                 | 68,389                  | -               | 68,389                  | 205,167                 | 965               | 206,132       |             |                 |             |
| Total Budget   |                       |                    |                                    |  |                                    |  |                       | \$ 671,933              | \$ 14,726   | \$ 686,659              |                        |                 | \$ 671,933              | \$ -        | \$ 671,933              |                        |                 | \$ 671,933              | \$ -            | \$ 671,933              | \$ 2,015,789            | \$ 14,726         | \$ 2,030,523  |             |                 |             |
|  |                       |                    |                                    |  |                                    | Year 1 Contract Amount                     |                       | \$ 686,659              |             |                         | Year 2 Contract Amount |                 | \$ 671,933              |             |                         | Year 3 Contract Amount |                 | \$ 671,933              |                 |                         |                         |                   |               |             |                 |             |
|  |                       |                    |                                    |  |                                    | Year 1 Funding Changes                     |                       | \$ 14,726               |             |                         | Year 2 Funding Changes |                 | \$ -                    |             |                         | Year 3 Funding Changes |                 | \$ -                    |                 |                         |                         |                   |               |             |                 |             |
|  |                       |                    |                                    |  |                                    | Year 1 Checks/Balances                     |                       | \$ -                    |             |                         | Year 2 Checks/Balances |                 | \$ -                    |             |                         | Year 3 Checks/Balances |                 | \$ -                    |                 |                         |                         |                   |               |             |                 |             |

\*All costs will be reviewed by CDPH for approval

(1) Bilingual - Positions that receive Bilingual pay will show a higher budgeted amount. Justification and back-up documentation will be kept on file.

(2) Additional Pay (Longevity, Retention, Differential and COLA) - Positions that receive these compensations will show a higher budgeted amount. Justification and back-up documentation will be kept on file.

(3) Overtime - Requires justification if amount does not seem reasonable. Justification will be kept on file.

(4) Fringe Benefits - Justification and back-up documentation will be kept on file for any fringe benefit rate that exceeds 50%.

(5) General Expenses - Includes items such as: Minor equipment (i.e. office furniture, IT equipment, anthropometric items, etc.), professional certifications, audit costs, vehicle maintenance, IT maintenance, program materials, office expenses (i.e. telephone services, printing, postage, supplies, etc.), etc.

(6) Travel - All costs reimbursed shall be in accordance with C&R rates.

(7) Facility Costs - Includes Rent, Utilities, Janitorial, Security, and Maintenance.

(8) Major Equipment - Unit cost must be \$5,000 or more. Refer to Exhibit D, Provision 1 for procurement rules.

(9) Equipment - Includes items such as: Telephone systems, information technology equipment, photocopy machines, etc.

(10) Vehicles - Will be used for Facility Site Visits, Conferences, Trainings, and Outreach.

(11) Subcontractors - List the subcontractor's name and short list of services provided.