

**AMENDMENT #1 TO THE PERSONAL SERVICES CONTRACT  
WITH FOOTHILL HOUSE OF HOSPITALITY, DBA HOSPITALITY HOUSE  
(RES 17-400)**

**THIS AMENDMENT #1** is dated this 24<sup>th</sup> day of October, 2017 by and between FOOTHILL HOUSE OF HOSPITALITY, DBA HOSPITALITY 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 Personal Services Contract, as approved on July 25, 2017, per Resolution No. 17-400; and

**WHEREAS**, the County entered into a renewal contract with Hospitality House, a local non-profit organization, who provides emergency shelter and supportive services to Nevada County's homeless population, for the provision of Homeless Outreach, Access and Linkage to Treatment Services as a component of the County's Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Plan and Projects for Assistance in Transition from Homelessness (PATH) for the contract term of July 1, 2017 through June 30, 2018; and

**WHEREAS**, the parties desire to amend their agreement to: 1) increase the Maximum Contract Price from \$61,797 to \$105,797 (an increase of \$44,000) to assist the Contractor in covering operational costs; 2) revise Exhibit "B" Schedule of Charges and Payments, to reflect the increase in the maximum contract price.

**NOW, THEREFORE**, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of October 24, 2017.
2. That Section (§2) Maximum Contract Price, shall be changed to the following: \$105,797.
3. That Exhibit "B", "Schedule of Charges and Payments", shall be amended and replaced, as set forth in the amended 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.

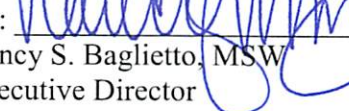
COUNTY OF NEVADA:

By: \_\_\_\_\_  
Honorable Hank Weston  
Chair of the Board of Supervisors

ATTEST:

By: \_\_\_\_\_  
Julie Patterson-Hunter  
Clerk of the Board of Supervisors

CONTRACTOR:

By:   
Nancy S. Baglietto, MSW  
Executive Director  
Hospitality House  
1262 Sutton Way  
Grass Valley, California 95945

**EXHIBIT "B"**  
**SCHEDULE OF CHARGES AND PAYMENTS**  
**FOOTHILL HOUSE OF HOSPITALITY, D/B/A HOSPITALITY HOUSE**

County shall pay to Contractor a maximum not to exceed \$105,797 for the entire contract term, for satisfactory performance of services in accordance with Exhibit "A".

As compensation for services rendered to County, Contractor shall be reimbursed for actual salary/benefits and project costs incurred in carrying out the terms of the contract. Contractor shall bill County monthly, and each invoice shall state the amount of personnel hours/benefits and reimbursement expenses being claimed by funding source. Contractor agrees to be responsible for the validity of all invoices.

The project maximum is based on the following estimated project budget:

	MHSA PEI	PATH	PATH Vets	Total
<b>Salary &amp; Benefits</b>				
Outreach Case Manager	\$ 27,576	\$ 8,809	\$ 1,915	\$ 38,300
Benefits	\$ 6,059	\$ 1,909	\$ 332	\$ 8,300
Bookkeeper		\$ 550		\$ 550
<b>Total Salary &amp; Benefits</b>	<b>\$ 33,635</b>	<b>\$ 11,268</b>	<b>\$ 2,247</b>	<b>\$ 47,150</b>
<b>Operating Expenses</b>				
Equipment	\$ 5,119			\$ 5,119
Supplies	\$ 9,318	\$ 309	\$ 175	\$ 9,802
Travel	\$ 3,500	\$ 450	\$ 250	\$ 4,200
Client Program Expense	\$ 14,603			\$ 14,603
Other Operating Expense	\$ 9,900			\$ 9,900
<b>Total Operating Expenses</b>	<b>\$ 42,440</b>	<b>\$ 759</b>	<b>\$ 425</b>	<b>\$ 43,624</b>
Admin/Supervision (15% PEI, 10% max for PAT)	\$ 13,425	\$ 1,291	\$ 307	\$ 15,023
<b>Total Admin</b>	<b>\$ 13,425</b>	<b>\$ 1,291</b>	<b>\$ 307</b>	<b>\$ 15,023</b>
<b>Total</b>	<b>\$ 89,500</b>	<b>\$ 13,318</b>	<b>\$ 2,979</b>	<b>\$ 105,797</b>

Contract Maximum is based on reimbursement for actual salary/benefits of Contractor's assigned staff, and program expenses not to exceed \$105,797 for the term of July 1, 2017 through June 30, 2018.

Mileage reimbursement rate may not exceed the current IRS allowable rate.

**BILLING AND PAYMENT:**

Major line items (total salary, total benefits) within the budget may be increased or decreased by using funds from other line items by no more than 10% of their original amounts. Budgeted amounts cannot be moved between funding sources i.e. cannot move money between PEI and PATH. Contractor shall submit a written explanation of the need for any adjustments. County reserves the right to deny any such change on any line item.

Payment shall be approved after approval by County's PEI and PATH Program Manager of invoice and any required reports for that period.

County shall review the billing 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 claim pending resolution of the cost(s). Payments of approved billing shall be made within thirty (30) days of receipt of a complete, correct, and approved billing.

To expedite payment, Contractor shall reference the Resolution Number assigned to their Contract on their invoice.

Contractor shall submit invoices for services to:

HHSA Administration  
Attn: BH Fiscal  
950 Maidu Avenue  
Nevada City, CA 95959