



RESOLUTION No. 24-599

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT #1 TO THE CONTRACT WITH NEVADA SIERRA CONNECTING POINT PUBLIC AUTHORITY FOR THE PROVISION OF CALWORKS HOUSING SUPPORT PROGRAM INCREASE THE CONTRACT PRICE FROM \$500,000 TO \$799,235 (AN INCREASE OF \$299,235) FOR THE CONTRACT TERM OF JULY 1, 2024 THROUGH JUNE 30, 2025

WHEREAS, the Contractor provides services related to CalWORKS Housing Support Program; and

WHEREAS, the overall objective of the contract is to address families who are experiencing homelessness. Under this contract families will be provided with case management and support with an array of services such as, supportive counseling, resolving credit issues, creating short- and long-term budgets, housing search, assistance with paperwork, landlord support and more; and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$500,000 to \$799,235 (an increase of \$299,235 and amend Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that Amendment #1 to the Professional Services Contract by and between the County and Nevada-Sierra Connecting Point Public Authority pertaining to the provision of CalWORKS Housing Support Program, for the term of July 1, 2024 through June 30, 2025 in the maximum amount of \$799,235 be and hereby is approved, and that the Chair of the Board of Supervisors is hereby authorized to execute the amendment on behalf of the County of Nevada.

Funds to be disbursed from account: 1589-50105-494-5001/521520

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 26th day of November 2024, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward C. Scofield, Lisa Swarthout, and Susan Hoek.

Noes: None.

Absent: Hardy Bullock.

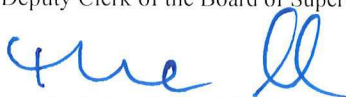
Abstain: None.

Recuse: None.

ATTEST:

TINE MATHIASSEN
Chief Deputy Clerk of the Board of Supervisors

By: _____



Heidi Hall, Vice Chair

**AMENDMENT #1 TO THE CONTRACT WITH
NEVADA-SIERRA CONNECTING POINT PUBLIC AUTHORITY
(Res 24-420)**

THIS AMENDMENT is executed this 26th day of November by and between NEVADA-SIERRA CONNECTING POINT PUBLIC AUTHORITY, 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 August 6, 2024 per Resolution 24-420; and

WHEREAS, the Contractor operates a CalWORKS housing support program;
and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$500,000 to \$799,235 (an increase of \$299,235 and amend Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract


NOW, THEREFORE, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of November 26, 2024
2. That Maximum Contract Price, shall be amended to the following:
\$799,235
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: 
Hardy Bullock
Chair of the Board of Supervisors

CONTRACTOR:

By: 
Nevada Sierra
Connecting Point

ATTEST:

By: 
Clerk of the Board

EXHIBIT B
SCHEDULE OF CHARGES AND PAYMENTS
NEVADA-SIERRA CONNECTING POINT PUBLIC AUTHORITY

County agrees to reimburse Contractor for satisfactory delivery of services pursuant to this Contract and as described in Exhibit A, a maximum amount not to exceed \$799,235 for the contract term of July 1, 2024 through June 30, 2025.

To accommodate programmatic cash flow needs commencing as of July 1, 2024 up to \$50,000 monthly shall be advanced to the Contractor for the remainder of the contract term. Contractor shall submit an invoice by the 15th of the month requesting the next month's advance and providing a record of the previous month's actual expenses. The amount of the advance will be adjusted monthly as per the over or under expenditure of funds already advanced.

The maximum obligation of this Contract is contingent and dependent upon final approval of the State budget and County's receipt of anticipated allocations under the CalWORKS Program.

CONTRACT EXPENDITURE BREAKDOWN

Exhibit B	
Monthly Rental Payments	\$300,000
Deposits	\$40,000
Application Fees, Credit Checks, Etc.	\$2,000
On-Site Rental Credit Report	\$1,000
Eviction Fees, Utility Fees, Credit Clearing	\$25,000
Furnishing and Relocation/Storage	\$40,000
Landlord Incentives	5,000
TOTAL Housing Costs	\$413,000
Wages: Navigator 2 FTE	\$135,000
Wages: Program Manager .37 FTE	\$35,000
Wages: Controller .04 FTE	\$6,500
Wages: Accountant .14 FTE	\$11,447
Total Wages	\$187,947
Benefits and Taxes	\$107,130
TOTAL Staffing Costs	\$295,077
Utilities and Maintenance	\$800
Office Rent	\$2,000
Office Supplies	\$500
Small Equipment	\$4,500
Professional Services and Licenses	\$2,800
Vehicle Fuel	\$700
Communications	\$1,200
Consultant	\$1,000
Staff Training	\$5,000

TOTAL Operating Costs	\$18,500
10% Indirect Cost Admin Total	\$72,658
TOTAL Contract Amount	\$799,235

Note: Changes to the line items as detailed above in excess of ten percent (10%) shall be submitted in advance for approval by the Director of Social Services or designee who at sole discretion shall determine if the change in the operating budget will continue to meet the outcomes of the Contract.

BILLING AND PAYMENT Contractor shall submit to County by the 20th of each month following the month services were rendered.

Each invoice shall include:

- Contract Number assigned to the approved contract
- Dates/Month services were rendered and/or billing period covered
- Actual cost of services rendered, per the budgeted line items above
- Supporting documentation and/or reports as required and specified in Exhibit A

SUBMIT INVOICES TO:

HHSA
Attn: DSS Fiscal
950 Maidu Avenue
Nevada City, California 95959

County shall review each billing for supporting documentation; verification of eligibility of individuals being served; dates of services and costs of services as detailed previously. Should there a discrepancy on the invoice, said invoice will be returned to Contractor for correction and/or additional supporting documentation. Payments will be made in accordance with County processes once an invoice has been approved by the department.

Contractor shall provide the most recent copy of the Contractor's reviewed or audited financial statements. Said financial statements shall be verified by an independent Certified Public Accountant. These financial statements together with the Certified Public Accountant's verification are due to the County within thirty (30) days of execution of the Contract. If Contractor, however, has another County Contract currently in effect and has previously provided this information to the County, it is not necessary for Contractor to re-submit these statements and verification under this Contract.

BILLING PROCESS EXCEPTION

By the tenth of June each year, Contractor shall provide an invoice for services rendered for the month of May. Due to funding that will expire on 6/30/25, an invoice of services provided for the month of June 1-15th shall be provided no later than June 20, 2025. Any remaining expenses for June shall be submitted no later than the tenth of July.