



RESOLUTION No. 20-046

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING EXECUTION OF AMENDMENT NO. 1 TO THE PERSONAL SERVICES CONTRACT WITH NEVADA COUNTY SUPERINTENDENT OF SCHOOLS (NCSOS) PERTAINING TO THE PROVISION OF FAMILY SUPPORT AND SELF-SUFFICIENCY SERVICES IN WESTERN NEVADA COUNTY TO: 1) INCREASE THE MAXIMUM CONTRACT PRICE FROM \$473,839 TO \$576,239, 2) DIRECT THE AUDITOR-CONTROLLER TO AMEND THE SOCIAL SERVICES BUDGET FOR FISCAL YEAR 2019/20, AND 3) REVISE EXHIBIT "B" SCHEDULE OF CHARGES AND PAYMENTS TO REFLECT THE INCREASE IN THE MAXIMUM CONTRACT PRICE FOR THE TERM OF JULY 1, 2019 THROUGH JUNE 30, 2020 (RES 19-439) (4/5 AFFIRMATIVE VOTE REQUIRED)

WHEREAS, the parties desire to: 1) amend the Personal Services Contract to increase the maximum contract price from \$473,839 to \$576,239 (an increase of \$102,400), 2) direct the Auditor-Controller to amend the Social Services Budget for Fiscal Year 2019/20, and 3) revise Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract price; and

WHEREAS, on August 13, 2019, per Resolution 19-439, the Nevada County Board of Supervisors authorized the execution of the renewal Personal Services Contract between the County of Nevada and Nevada County Superintendent of Schools (NCSOS) providing services relating to the provision of Family Support and Self-Sufficiency services in Western Nevada County; and

WHEREAS, the overall objective of the Nevada County Superintendent of Schools is to provide a coordinated array of services that will assist needy families so children can be cared for in their own homes, reduce family dependency by promoting job preparation, work skills, increasing self-sufficiency and to encourage the formation and maintenance of stable parental caretakers.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that Amendment No. 1 to the Personal Services Contract by and between the County and Nevada County Superintendent of Schools pertaining to the provision of Family Support and Self-Sufficiency services in Western Nevada County and increasing the maximum amount of the Contract to \$576,239 and amending the Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum Contract price be and hereby is approved in substantially the form attached hereto, and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Amendment on behalf of the County of Nevada and directs the Auditor-Controller to amend Social Services' budget as follows:

Fiscal Year 2019/20

Revenue:	1589-50105-494-5001/446050	\$ 102,400
Expenditure:	1589-50105-494-5001/521520	\$ 102,400

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 25th day of February, 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

2/25/2020 cc: DSS*
NCSoS
AC*

**AMENDMENT #1 TO THE RENEWAL CONTRACT WITH
NEVADA COUNTY SUPERINTENDENT OF SCHOOLS (RES 19-439)**

THIS AMENDMENT is dated this 25th day of February, 2020 by and between NEVADA COUNTY SUPERINTENDENT OF SCHOOLS, 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, executed on August 13, 2019 per Resolution No. 19-439; and

WHEREAS, the Contractor provides services relating to Family Support and Self-Sufficiency Services in Western Nevada County; and

WHEREAS, the parties desire to amend their Agreement to increase the Maximum Contract Price from \$473,839 to \$576,239 (an increase of \$102,400 and 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 February 1, 2020.
2. That the Maximum Contract Price set forth at §2 from \$473,839 shall be changed to \$576,239, an increase of \$102,400.
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: Heidi Hall
Heidi Hall
Chair of the Board of Supervisors

CONTRACTOR:

By: Scott W. Lay
Scott W. Lay, Superintendent
Nevada County Superintendent of
Schools
380 Crown Point Circle
Grass Valley, CA 95945

ATTEST:

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

EXHIBIT "B"
SCHEDULE OF CHARGES AND PAYMENTS
NEVADA COUNTY SUPERINTENDENT OF SCHOOLS

County agrees to reimburse Contractor for satisfactory delivery of services pursuant to this Agreement and as described in Exhibit A, a maximum amount not to exceed \$576,239 for the contract term of July 1, 2019 through June 30, 2020.

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

DESCRIPTION	Fiscal Year 2019/20
1) Personnel Expenses: Salaries and benefits for 3.25 FTE Family Stabilization Case Managers; .25FTE Countywide Coordinator; .25FTE Business Services Support Staff	\$254,451
2) Travel	\$3,600
3) Supplies/materials/copying/occupancy/phone	\$4,565
4) Family Stabilization Services not covered by WTW/Medi-Cal/Behavioral Health/Community Services	\$40,000
5) Housing Support Program rental assistance payments on behalf of families	\$254,048
6) Administrative Expenses for Housing Support Program (8% of Personnel/Travel/Supplies, excludes participant support costs)	\$19,575
Total Contract Expenses	\$576,239

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:

- Billing period covered
- Resolution Number assigned to the approved contract
- Supporting documentation if required
- Dates/Months services were rendered
- Dates/Month funding requests were issued

Excel List from Smartsheet of funding requests paid for time period along with Excel
Accounts Payable list with Case # of participant with first and last initial
Invoices are to be submitted 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 be 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 Agreement.

BILLING PROCESS EXCEPTION

By the tenth of June each year, Contractor shall provide an invoice for services rendered for the month of May. An invoice of services provided for the month of June shall be provided no later than the twentieth of July.