

**AMENDMENT TO SUB-RECIPIENT AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
STARVISTA**

THIS AMENDMENT TO THE AGREEMENT, is entered into this \_\_\_ day of \_\_\_\_\_, 2023,  
by and between the COUNTY OF SAN MATEO, hereinafter called "County," and StarVista,  
hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, on June 29, 2021, the parties entered into a Sub-Recipient Agreement (the "Agreement") for a term of July 1, 2021 through June 30, 2023 for a total obligation amount of \$760,000 to provide child abuse prevention services; and

WHEREAS, the parties wish to amend the Agreement to increase the term by 3 months for a new term of July 1, 2021 through September 30, 2023 and increase funding by \$95,000 for a new total obligation amount of \$855,000 to cover the cost to continue to provide child abuse prevention services; and

WHEREAS, the award of this Amended Agreement is made pursuant to:

1. CFDA # 93.556 Promoting Safe and Stable Families
2. Federal Data Universal Number (DUNS): 831354886
3. Federal Award Identification Number {FAIN}: 1701CAFPSS
4. Federal Award Date: September 5, 2017
5. Federal Award Period of Performance 7/1/2023 through 6/30/2024
6. Federal Awarding Agency: Administration on Children, Youth and Families
7. Federal Award Project Description: To Promoting Safe and Stable Families through Education and Outreach

WHEREAS, County is hereby awarding the following Federal Funds:

1. Amount of Federal funds obligated by this action to sub-recipient: \$95,000
2. Indirect Cost Rate for Federal Award: 12%

3. This is not a Research and Development Award.

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:**

1. Section 1. Exhibits and Attachments is hereby amended to include Exhibit B1 and reads as follows:

Exhibit A Services  
Exhibit B Payments Schedule  
Exhibit B1 – Budgets (new)  
Exhibit C Reporting and Monitoring Requirements  
Exhibit D Fingerprinting Certification  
Exhibit E Child Abuse Prevention and Reporting  
Exhibit H Grant Requirements  
Attachment I § 504 Compliance  
Attachment P Personally Identifiable Information

2. Section 4. Payments, the first paragraph, is hereby amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth herein and in Exhibits A and C, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B and B1. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed **EIGHT HUNDRED FIFTY-FIVE THOUSAND DOLLARS** (\$855,000).

3. Section 5. Term and Termination, the first paragraph, is hereby amended to read as follows:

Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2021 through September 30, 2023.

4. Exhibit B1 – Budget (new) is hereby amended to include FY 2022-23 and FY 2023-24 budgets and is attached hereto.

5. Exhibit C – Reporting and Monitoring Requirements, table 1 Performance Measures is hereby amended to apply to FY 2021-22, FY 2022-23, and FY 2023-24.

6. Any/all references made to Contract Manager [JLamadora@smcgov.org](mailto:JLamadora@smcgov.org) is hereby replaced with Contract Manager Carine Verducco at [CVerducco@smcgov.org](mailto:CVerducco@smcgov.org).

- 7. All other terms and conditions of the Agreement dated June 29, 2021 between the County and Contractor shall remain in full force and effect.**

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

**For Contractor: StarVista**

DocuSigned by: <i>Sara Mitchell, Ph.D.</i> 0AFBCADE7812431...	5/10/2023   2:03 PM PDT	Sara Mitchell, Ph.D.
Contractor Signature	Date	Contractor Name (please print)



**For County:**

COUNTY OF SAN MATEO

By:  
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:  
Clerk of Said Board

**Exhibit B1 – Budgets**

1. Budget for FY2021-22 and FY 2022-23:

Program Name: Child Abuse Prevention				
FY 21-22				
Line Item	Total Program Budget	Funding Request (detail how funds will be spent per line item)		
<b>Revenue</b>				
Individual Contributions	\$ -	\$ -		
Donations	\$ -	\$ -		
Other Funding (various sources)	\$ 34,546	\$ -		
HSA funding (amount requested)	\$ 380,000	\$ 380,000		
	\$ -			
<i>Other government contracts (list each contract/funding on it's own line- please add in more rows if needed)</i>				
In kind (facilities and maintenance)	\$ -	\$ -		
In kind (other)	\$ -	\$ -		
<b>Total Revenue</b>	<b>\$ 414,546</b>	<b>\$ 380,000</b>		
<b>Expense</b>			<b>STAFFING DETAILS</b>	
			general units - units funded partially or wholly via the funding requested under this contract	
			<b>STAFFING DETAILS</b>	
<b>Direct Personnel Expense</b>	<b>Full Cost</b>	<b>Cost to this Contract</b>	<b>% Attributed this Contract</b>	<b>cost for these FTE</b>
Program Manager	\$ 50,112	\$ 50,112	100%	\$ 50,112
Supervision (evidence based practice model)	\$ 8,352	\$ 8,352	100%	\$ 8,352
Mental Health Clinicians	\$ 117,137	\$ 117,137	100%	\$ 117,137
Family Partner/Outreach	\$ 58,464	\$ 58,464	100%	\$ 58,464
Department Director	\$ 3,365	\$ 3,365	100%	\$ 3,365
CPO/Clinical Director	\$ 3,823	\$ 3,823	100%	\$ 3,823
Data	\$ 2,088	\$ 2,088	100%	\$ 2,088
Benefits (Direct Labor)	\$ 68,701	\$ 68,701		\$ 68,701
<b>subtotal personnel</b>	<b>\$ 314,061</b>	<b>\$ 314,061</b>		<b>\$ 314,061</b>
<b>Operating Expenses</b>				
Supplies/Telephone/Internet/Printing/Postage	\$ 8,400	\$ 8,400		
Employee Costs/Mileage Reimbursement/Training	\$ 7,350	\$ 7,350		
Facilities & Equipment: Office Rent/Maintenance/Utilities/Security	\$ 11,500	\$ 11,500		
Professional Services & Fees	\$ 300	\$ 300		
Client Costs: Rent/Utilities/Food/Transportation/Drug testing/Other	\$ 3,844	\$ 3,844		
Other/Misc.	\$ -	\$ -		
<b>subtotal operating expenses</b>	<b>\$ 31,394</b>	<b>\$ 31,394</b>		
<b>Admin Expense</b>				
Administrative expense (note costs are pooled and allocated to sites; not allocated to sites by admin overhead and accounting)	\$ 69,091	\$ 34,545		
<b>subtotal admin expense</b>	<b>\$ 69,091</b>	<b>\$ 34,545</b>		
<b>Total Expenses</b>	<b>\$ 414,546</b>	<b>\$ 380,000</b>		

2. FY 2023-24 Budget (3 months):

Program Name: Child Abuse Prevention (CAPS)				
FY23-24 (3-month budget)				
Line Item	Total Program Budget	Funding Request (detail how funds will be spent per line item)		
<b>Revenue</b>				
HSA funding (amount requested - 3 months)	\$ 95,000	\$ 95,000		
<i>Other government contracts (list each contract/funding on its own line- please add in more rows if needed)</i>				
Other Revenue Sources: Other Funding	\$ 8,637			
<b>Total Revenue</b>	<b>\$ 103,637</b>	<b>\$ 95,000</b>		
			<b>STAFFING DETAILS</b>	
			general units - units funded partially or wholly via the funding requested under this	
			<b>STAFFING DETAILS</b>	
<b>Direct Personnel Expense</b>	<b>Full Cost</b>	<b>Cost to this Contract</b>	<b>% Attributed this Contract</b>	<b>cost for these FTE</b>
Chief Clinical Officer	\$ 1,170	\$ 1,170	100%	\$ 1,170
Department Director	\$ 1,755	\$ 1,755	100%	\$ 1,755
Program Manager	\$ 12,480	\$ 12,480	100%	\$ 12,480
Supervision	\$ 2,340	\$ 2,340	100%	\$ 2,340
Mental Health Clinicians (3)	\$ 22,750	\$ 22,750	100%	\$ 22,750
Family Partners/Outreach (2)	\$ 13,141	\$ 13,141	100%	\$ 13,141
Data	\$ 832	\$ 832	100%	\$ 832
Benefits (Direct Labor)	\$ 15,251	\$ 15,251		\$ 15,251
<b>subtotal personnel</b>	<b>\$ 69,720</b>	<b>\$ 69,720</b>		<b>\$ 69,720</b>
<b>Operating Expenses</b>				
Supplies/Telephone/Internet/Printing/Postage	\$ 1,925	\$ 1,925		
Employee Costs/Mileage Reimbursement/Training	\$ 152	\$ 152		
Facilities & Equipment: Office Rent/Maintenance/Utilities/Security	\$ 11,742	\$ 11,742		
Professional Services & Fees	\$ 1,825	\$ 1,825		
Client Costs: Rent/Utilities/Food/Transportation/Drug Testing/Other	\$ 1,000	\$ 1,000		
Other/Misc.	\$ -	\$ -		
<b>subtotal operating expenses</b>	<b>\$ 16,644</b>	<b>\$ 16,644</b>		
<b>Admin Expense</b>				
Administrative expense ( <i>note costs are pooled and allocated to sites; not allocated to sites by admin overhead and accounting</i> )	\$ 17,273	\$ 8,636		
<b>subtotal admin expense</b>	<b>\$ 17,273</b>	<b>\$ 8,636</b>		
<b>Total Expenses</b>	<b>\$ 103,637</b>	<b>\$ 95,000</b>		