

**AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND FAMILY CONNECTIONS**

THIS AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Family Connections, 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**, the parties entered into an Agreement for Child Abuse Prevention Services on June 19, 2018 for the term of July 1, 2018 through June 30, 2019 for a total fiscal obligation not to exceed \$150,000; and

**WHEREAS**, the parties wish to amend the Agreement to extend the term through June 30, 2020 and thereby increase the total amount of the Agreement by \$150,000 for a revised obligation of \$300,000.

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

1. Section 3, paragraph 1 of the Agreement is amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibits A and C, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. 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 **THREE HUNDRED THOUSAND DOLLARS** (\$300,000). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this Agreement.

2. Section 4, paragraph 1 of the Agreement is amended to read as follows:

Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2018 through June 30, 2020.

3. Section 17, paragraph 2 of the Agreement is amended to read as follows:

In the case of County to:

Name/Title: Jennifer D. Valencia, Director, Children and Family Services  
Address: 1 Davis Drive, Belmont, CA 94002  
Email: [jdvalencia@smcgov.org](mailto:jdvalencia@smcgov.org)

4. Exhibit B, **Method and Rate of Payment**, item 6 is amended to read as follows:

In no event shall services, taxes, and fees exceed the total Agreement obligation of THREE HUNDRED THOUSAND DOLLARS (\$300,000) for the term of the Agreement.

5. Original Exhibit B1 is replaced with Revised Exhibit B1 (rev. 3/2019).

6. Exhibit C, **II. Reporting**, paragraph B is amended to read as follows:

Contractor will submit quarterly, and year-end reports to the Human Services Agency (HSA) in a format as specified by HSA to the CFS contract manager ([NBourbonnais@smcgov.org](mailto:NBourbonnais@smcgov.org)) with a copy to the administrative secretary ([JTran@smcgov.org](mailto:JTran@smcgov.org))

- Quarterly reports are due: October 15, February 15, April 15, July 3
- Year-end report is due on July 3

7. TABLE 1 – Performance Measures, under **Community Impact Outcomes** is amended from FY18-19 Target to FY19-20 Target.

8. **All other terms and conditions of the Agreement dated June 19, 2018, 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: Family Connections

DocuSigned by:  
*Sarah Poulain*  
E5931010F82048B...

4/15/2019 | 12:18 PM PDT Sarah Poulain

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor Name (please print)

COUNTY OF SAN MATEO

By:  
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:  
Clerk of Said Board

**Revised Exhibit B1 (rev. 3/2019) – Budget**

**Family Connections  
Child Abuse Prevention Services**

Line Item	Total Program Budget	Funding Request (detail how funds will be spent per line item)		
<b>Revenue</b>				
Individual Contributions	\$ 500,000			
Donations	\$ -			
<b>HSA funding (amount requested)</b>	\$ 150,000	\$ 150,000		
Special Events	\$ 217,000			
Foundations	\$ 146,500			
	\$ -			
<i>Other government contracts (list each contract/funding on it's own line- please add in more rows if needed)</i>				
First 5	\$ 196,516			
City of Menlo Park	\$ 10,000			
In kind (facilities and maintenance)	\$ -			
In kind (other)	\$ -			
<b>Total Revenue</b>	\$ 1,220,016	\$ 150,000		
			STAFFING DETAILS	
<b>Expense</b>			general units - units funded partially or wholly via the funding requested under this contract	
			STAFFING DETAILS	
<b>Direct Personnel Expense</b>	<b>Full Cost</b>	<b>Cost to this Contract</b>	<b>% Attributed to this Contract</b>	<b>cost for these FTE</b>
<b>Program Manager</b>	\$ 83,200	\$ 12,480	0.15	\$ 12,480
Registrar	\$ 48,000		0.00	\$ -
PAT Home Visitor	\$ 46,080	\$ 46,080	1.00	\$ 46,080
Family Educators	\$ 112,418	\$ -	0.00	\$ -
Clinician	\$ 72,800	\$ 72,800	1.00	\$ 72,800
Consulting Services	\$ 21,660	\$ -	0.00	\$ -
Administrative Staff	\$ 340,636	\$ -	0.00	\$ -
Young Scholars Staff	\$ 17,250	\$ -	0.00	\$ -
Benefits (Direct Labor)	\$ 79,597	\$ 15,919	0.20	\$ 15,919
<b>subtotal personnel</b>	\$ 821,641	\$ 147,279	2.35	\$ 147,279
<b>Operating Expenses</b>				
Supplies	\$ 21,000			
Accounting and Legal Services	\$ 15,000			
Payroll Service and Taxes	\$ 64,861			
Banking Services and Fees	\$ 5,000			
Dues and Subscriptions	\$ 7,138			
Fundraising Expense	\$ 22,000			
Furniture and Equipment	\$ 5,000			
Insurance	\$ 13,000			
Rent	\$ 108,000			
Licenses and Fees	\$ 750			
Marketing	\$ 24,000			
Postage	\$ 1,500			
Materials / Printing	\$ 3,000			
Professional Development	\$ 2,300			
Training	\$ 2,721	\$ 2,721		
Family Activities	\$ 14,000			
Phone	\$ 3,000			
Travel/Mileage	\$ 2,000			
Miscellaneous	\$ 38,913			
Outside Svcs/Clean & Supp	\$ -	\$ -		
<b>subtotal operating expenses</b>	\$ 353,183	\$ 2,721		
<b>Admin Expense</b>				
Administrative expense (note costs are pooled and allocated to sites; not allocated to sites by admin overhead and accounting)	\$ -	\$ -		
<b>subtotal admin expense</b>	\$ -	\$ -		
<b>Total Expenses</b>	\$ 1,174,824	\$ 150,000		