

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

THIS AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, 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, the parties entered into an Agreement to provide, through Children Family Resource Centers (CFRCs), school-based mental health services that focus on children with behavioral issues and who are at-risk of entering into systems that include: child welfare, juvenile justice, and psychiatric emergency services within various school districts in San Mateo County; and

WHEREAS, the parties wish to amend the Agreement to increase the number of full-time equivalent clinical staff from six (6) to thirteen (13) and amend the term to July 1, 2019 to June 30, 2021.

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

1. Section **1. Exhibits and Attachments** of the agreement is amended to read as follows:

Exhibit A-Services
Exhibit B-Payments and Rates
Exhibit B1-Budget (Revised Nov. 2019)
Exhibit C-Monitoring (Revised Nov. 2019)
Exhibit D-Finger Printing Requirement
Exhibit E-Child Abuse Reporting
Attachment H-HIPPA
Attachment 1-§ 504 Compliance
Attachment P-Personally Identifiable Information

2. Section **3. Payments** 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 Exhibit A, 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 **TWO MILLION, EIGHT HUNDRED SEVENTY-TWO THOUSAND, EIGHT HUNDRED AND SEVENTY-EIGHT DOLLARS (\$2,872,878)**. 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.

3. Section **4. Term** 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, 2019, through June 30, 2021.

4. **Exhibit A paragraph 1** is amended to read as follows:

Children and Family Resource Centers (CFRCs) provide school-based mental health services to address risk factors related to child welfare, juvenile justice, and psychiatric emergency services through **thirteen** Spanish-speaking, bilingual clinicians based at schools within the following districts: Daly City, San Bruno, Pacifica, Ravenswood (East Palo Alto), South San Francisco and San Mateo. Clinical staff screen children for risk factors and other issues that impact social and emotional functioning in the home and school setting and create treatment plans based on assessed needs. Children and families receive short-term, evidence-based treatment and therapy which assist them in meeting treatment plan goals.

5. **Exhibit A section B** is amended to read as follows:

Contractor will hire, train, and supervise **thirteen (13)** full-time equivalent clinical staff. Clinical staff must be:

1. Spanish-speaking bilingual unless the identified school district and/or school site provides written approval for a monolingual English speaking clinician.
2. Master's level educated.
3. In possession of a current and valid Board of Behavioral Sciences registration as an Associate Clinical Social Worker or Marriage and Family Therapist Intern or licensed as a Licensed Clinical Social Worker or Marriage and Family Therapist.

6. **Exhibit B section II.A** is amended to read as follows:

Contractor will invoice County monthly and provide an itemized invoice of actual costs incurred based on budgets in Exhibit B1 (Revised Nov. 2019).

7. **Exhibit B section III** is removed in its entirety.

8. Original Exhibit B1 is replaced with Exhibit B1 (Revised Nov. 2019)

9. Original Exhibit C is replaced with Exhibit C (Revised Nov. 2019)

- 10. All other terms and conditions of the agreement dated June 25th, 2019, 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:
Sara Larios Mitchell
0AFBCADE7812431...

11/21/2019 | 3:50 PM PST

Sara Larios Mitchell

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

Exhibit B1 (Revised Nov. 2019)
Budget

Program Name: Children and Family Resource Centers (CFRC)		
12-Month Budget		
Line Item	Total Program Budget	Funding Request (detail how funds will be spent per line item)
Revenue		
Other Funding (various sources)	\$ 605,786	
HSA funding (amount requested)	\$ 1,436,439	\$ 1,436,439
	\$ -	
	\$ -	
<i>Other government contracts (list each contract/funding on it's own line- please add in more rows if needed)</i>		
Total Revenue	\$ 2,042,225	\$ 1,436,439
Expense		
Direct Personnel Expense		
	Full Cost	Cost to this Contract
Program Manager	\$ 75,456	\$ 75,456
Program Coordinator	\$ 47,160	\$ 47,160
Supervision	\$ 83,840	\$ 54,496
Mental Health Clinician x13 FTE	\$ 780,703	\$ 780,703
Department Director	\$ 100,000	\$ 10,939
CPO/Clinical Director	\$ 125,000	\$ 6,849
Data	\$ 73,360	\$ 3,790
Benefits (Direct Labor)	\$ 359,945	\$ 274,230
subtotal personnel	\$ 1,645,464	\$ 1,253,623
Operating Expenses		
Supplies/Telephone/Internet/Printing/Postage	\$ 16,400	\$ 14,481
Employee Costs/Mileage Reimbursement/Training	\$ 7,390	\$ 6,950
Facilities & Equipment: Office Rent/Maintenance/Utilities/Security	\$ 31,800	\$ 30,300
Professional Services & Fees	\$ 800	\$ 500
Other/Misc.		
subtotal operating expenses	\$ 56,390	\$ 52,231
Admin Expense		
Administrative expense (note costs are pooled and allocated to sites; not allocated to sites by admin overhead and accounting)	\$ 340,371	\$ 130,585
subtotal admin expense	\$ 340,371	\$ 130,585
Total Expenses	\$ 2,042,225	\$ 1,436,439

Exhibit C (Revised Nov. 2019)
Contract Monitoring

Contractor will be responsible for meeting and reporting on the following outcome-based measures. Performance measures and outcomes may be modified based on written agreement between County and Contractor.

Community Impact – Program Outcome	Target
The percent of children who were identified as at-risk into Child Welfare, Juvenile Justice, and/or Psychiatric Emergency Services and were prevented from entering these systems within the school year, based on the provider’s interventions.	80%
Quantitative Measures	Target
Number of children served through the Children and Family Resource Centers (duplicated/unduplicated).	1800/1000
Based on the provider’s reassessment, the percentage of children with treatment plans who will demonstrate improvement in one or more areas of concern as shown by attainment of treatment plan goal(s).	85%
Qualitative Measure	Target
Of those children referred for clinical services, the percentage who will receive a complete psychosocial assessment of the child and family by the 4 th session and a complete service plan by the 5 th session:	90%

- A. Contractor will be responsible for collecting, entering, tracking, and reporting the data for program participants and outcome measures related to the services provided by Contractor in an electronic database system that adheres to HIPAA and other privacy requirements and is approved by the Children and Family Services Contract Manager.
- B. Contractor will submit monthly, quarterly, and year-end reports to HSA in a format as specified by HSA. Contractor will submit reports based on due dates in the below sections to the CFS contract manager (NBourbonnais@smcgov.org) with a copy to the Administrative Secretary (JTran@smcgov.org).
- C. Reports will include, at a minimum, the following information but, based on County’s need for information, may include additional data:
 - a. Updates on all measures
 - b. The number of children served at the CFRC locations
 - c. Total and unduplicated, aggregate, and per site
- D. Number/Percentage of children who were at-risk of entering:
 - a. Child Welfare
 - b. Juvenile Justice
 - c. Psychiatric Emergency Services
 - d. Multiple Systems
- E. Number/Percentage of children who were prevented from entering a higher level of care due to CFRC intervention:
 - a. Child Welfare

- b. Juvenile Justice
 - c. Psychiatric Emergency Services
 - d. Multiple Systems
- F. Monthly Measure K Reports are to be submitted by the 23rd day of each month.
- G. Quarterly Reports are to be submitted by the following dates each year: October 15th, January 15th, April 15th, July 15th
- H. Six-month narrative and activity reports are to be submitted by January 15th each year
- I. Year-end narrative and activity report to be submitted by July 15th each year