

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

THIS FIRST AMENDMENT TO THE AGREEMENT, entered into this date \_\_\_\_\_, by and between the County of San Mateo, hereinafter called "County," and Pivotal 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, on October 18, 2022, the parties entered into an agreement (the "Agreement") for a term of October 1, 2022 through September 30, 2025, for a total obligation amount of \$800,010 to provide educational support services San Mateo County foster youth in grades 9th through 12th; and

WHEREAS, the parties wish to amend the Agreement ("First Amendment") to increase the term by 9 months for a new term of October 1, 2022 through June 30, 2026, and increase funding by \$365,963 for a new total obligation amount of \$1,165,973.

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

1. Paragraph **3. Payments** 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 in this Agreement and in Exhibit A, C, D, and Attachments F, P and I, 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. Should County withhold payment for unacceptable work, the County will notify the Contractor in writing of work that is unacceptable along with a corrective action plan. Contractor shall have 10 business days to respond to County. Failure to respond or correct work may result in disallowed costs. The County is not responsible for paying Contractor for services not performed within or outside the terms and conditions of the Agreement. Failure to respond and correct the work may also result in termination of the Agreement. In no event shall County's total fiscal obligation under this Agreement exceed **ONE MILLION ONE HUNDRED**

**SIXTY-FIVE THOUSAND NINE HUNDRED SEVENTY-THREE DOLLARS (\$1,165,973).** 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. Paragraph **4. Term** is hereby amended to read as follows:

Subject to compliance with all terms and conditions, the term of this Agreement shall be from October 1, 2022, through June 30, 2026.

3. **Exhibit B1 – Budget** is hereby replaced in its entirety and attached hereto.
4. All other terms and conditions of the Agreement dated October 18, 2022, 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: Pivotal Connections**

 Signed by: 4B1384E47A684C1...	4/25/2025	Matt Bell
Contractor Signature	Date	Contractor Name (please print)

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**For County:**

COUNTY OF SAN MATEO

By:

President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:

Clerk of Said Board

**Exhibit B1 – Budgets**

October 1, 2022 – September 30, 2023

		% Attributed to this Contract	Annual
<b>Direct Personnel Expense</b>	<b>Full Cost</b>		
VP of Programs	150,445	0.100	15,044
Director of Learning & Evaluation	97,194	0.025	2,430
Data Systems & Evaluation Manager	82,400	0.100	8,240
Data Analyst	68,510	0.075	5,138
Programs Coordinator	62,868	0.050	3,143
Director of Coaching Programs	93,305	0.300	27,991
Intake Specialist	62,428	0.100	6,243
High School Coach Supervisor	71,613	0.500	35,807
High School Coach (current)	63,669	1.000	63,669
High School Coach (new)	-	-	-
Director of Enrichment	94,099	0.025	2,352
Enrichment Manager	78,585	0.025	1,965
Enrichment & Curriculum Specialist	64,732	0.025	1,618
Finance & Accounting Manager	82,138	0.018	1,516
Payroll taxes & benefits	209,525		33,289
<b>Subtotal Personnel</b>	<b>1,281,510</b>	<b>2.343</b>	<b>208,446</b>
Youth engagement stipends	2,250	1.000	2,250
Enrichment workshops	4,950	1.000	4,950
Travel	1,440	1.000	1,440
Rent	8,729	1.000	8,729
Training & Development	2,721	1.000	2,721
Employee Expenses & Events	856	1.000	856
Supplies	418	1.000	418
Equipment & IT	9,405	1.000	9,405
Insurance	1,288	1.000	1,288
Depreciation	1,923	1.000	1,923
<b>Subtotal Operating</b>	<b>33,980</b>		<b>33,980</b>
Admin expenses @ 10%	48,486		24,243
<b>Total Expenses</b>	<b>1,363,976</b>		<b>266,670</b>

October 1, 2023 – September 30, 2024

<b>Direct Personnel Expense</b>	<b>Full Cost</b>	<b>% Attributed to this Contract</b>	<b>Annual</b>
VP of Programs	150,445	0.100	15,044
Director of Learning & Evaluation	97,194	0.025	2,430
Data Systems & Evaluation Manager	82,400	0.100	8,240
Data Analyst	68,510	0.075	5,138
Programs Coordinator	62,868	0.050	3,143
Director of Coaching Programs	93,305	0.300	27,991
Intake Specialist	62,428	0.100	6,243
High School Coach Supervisor	71,613	0.500	35,807
High School Coach (current)	63,669	1.000	63,669
High School Coach (new)	-	-	-
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Enrichment Manager	78,585	0.025	1,965
Enrichment & Curriculum Specialist	64,732	0.025	1,618
Finance & Accounting Manager	82,138	0.018	1,516
Payroll taxes & benefits	209,525		33,289
<b>Subtotal Personnel</b>	<b>1,281,510</b>	<b>2.343</b>	<b>208,446</b>
Youth engagement stipends	2,250	1.000	2,250
Enrichment workshops	4,950	1.000	4,950
Travel	1,440	1.000	1,440
Rent	8,729	1.000	8,729
Training & Development	2,721	1.000	2,721
Employee Expenses & Events	856	1.000	856
Supplies	418	1.000	418
Equipment & IT	9,405	1.000	9,405
Insurance	1,288	1.000	1,288
Depreciation	1,923	1.000	1,923
<b>Subtotal Operating</b>	<b>33,980</b>		<b>33,980</b>
Admin expenses @ 10%	48,486		24,243
<b>Total Expenses</b>	<b>1,363,976</b>		<b>266,670</b>

October 1, 2024 – June 30, 2025

<b>Direct Personnel Expense</b>	<b>Full Cost</b>	<b>% Attributed to this Contract</b>	<b>Annual</b>
VP of Programs	150,445	0.100	15,044
Director of Learning & Evaluation	97,194	0.025	2,430
Data Systems & Evaluation Manager	82,400	0.100	8,240
Data Analyst	68,510	0.075	5,138
Programs Coordinator	62,868	0.050	3,143
Director of Coaching Programs	93,305	0.300	27,991
Intake Specialist	62,428	0.100	6,243
High School Coach Supervisor	71,613	0.500	35,807
High School Coach (current)	63,669	1.000	63,669
High School Coach (new)	-	-	-
Director of Enrichment	94,099	0.025	2,352
Enrichment Manager	78,585	0.025	1,965
Enrichment & Curriculum Specialist	64,732	0.025	1,618
Finance & Accounting Manager	82,138	0.018	1,516
Payroll taxes & benefits	209,525		33,289
<b>Subtotal Personnel</b>	<b>1,281,510</b>	<b>2.343</b>	<b>208,446</b>
Youth engagement stipends	2,250	1.000	2,250
Enrichment workshops	4,950	1.000	4,950
Travel	1,440	1.000	1,440
Rent	8,729	1.000	8,729
Training & Development	2,721	1.000	2,721
Employee Expenses & Events	856	1.000	856
Supplies	418	1.000	418
Equipment & IT	9,405	1.000	9,405
Insurance	1,288	1.000	1,288
Depreciation	1,923	1.000	1,923
<b>Subtotal Operating</b>	<b>33,980</b>		<b>33,980</b>
Admin expenses @ 10%	48,486		24,243
<b>Total Expenses</b>	<b>1,363,976</b>		<b>266,670</b>

July 1, 2025 – June 30, 2026

Line Item	Expense Type	Description	Full Cost	% Attributed to Contract	Annual
1	Personnel	Chief Executive Officer	\$ 279,500	5%	\$ 13,975
1	Personnel	Chief Financial & Operating Officer	\$ 259,350	2.5%	\$ 6,484
1	Personnel	Director, Program Partnerships	\$ 156,975	25%	\$ 39,244
1	Personnel	Director, Coaching	\$ 156,975	25%	\$ 39,244
1	Personnel	HS Coach Supervisor	\$ 108,176	25%	\$ 27,044
1	Personnel	HS Coach	\$ 84,500	100%	\$ 84,500
1	Personnel	HS Coach	\$ 81,250	25%	\$ 20,313
1	Personnel	Program Enrollment Coordinator	\$ 99,669	25%	\$ 24,917
1	Personnel	Program Coordinator	\$ 84,635	25%	\$ 21,159
1	Personnel	Program Coordinator	\$ 81,250	0%	\$ -
1	Personnel	Director, Data, Learning & Evaluation	\$ 135,200	10%	\$ 13,520
1	Personnel	Data Analyst II	\$ 105,820	10%	\$ 10,581
2	< see below >				
3	Materials and supplies	Youth engagement stipends	\$ 2,250	100%	\$ 2,250
3	Materials and supplies	Youth enrichment events	\$ 1,500	100%	\$ 1,500
3	Materials and supplies	Travel	\$ 3,658	100%	\$ 3,658
4	Equipment & Technology	Equipment & IT	\$ 2,400	100%	\$ 2,400
5	Consulting and professional services	Accounting Services	\$ 60,000	10%	\$ 6,000
6	Marketing and promotion				
7	Facility Costs	Rent	\$ 1,440	100%	\$ 1,440
8	Insurance				
9	Other items determined by applicant				
	<b>EXPENSE SUBTOTAL</b>				<b>\$ 318,229</b>
2	Administration/overhead costs (less than 15 percent)	Administration / Overhead (15%)		15%	\$ 47,734
	<b>TOTAL BUDGET</b>				<b>\$ 365,963</b>