

**SECOND AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
PYRAMID ALTERNATIVES**

THIS SECOND AMENDMENT TO THE AGREEMENT, entered into this _____ day of _____, 20_____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Pyramid Alternatives, hereinafter called "Contractor";

W I T N E S S E I 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 the purpose of providing comprehensive school-based program called Strengthen Our Youth for the term of July 1, 2011 through June 30, 2014, in an amount not to exceed \$450,717; and

WHEREAS, the parties wish to amend the Agreement to extend the term of the contract through June 30, 2015 an increase the amount by \$169,019 to an amount not to exceed \$619,736.

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

1. Term and Termination is amended to read as follows:
Subject to compliance with all terms and conditions, the term of this Agreement shall be from **July 1, 2011, through June 30, 2015.**
2. Amendment Exhibit A1 (Scope of Work) is replaced with Revised Exhibit A2 (rev. 07/01/2014)
3. Amendment Exhibit B1 (Payment Schedule) is replaced with Revised Exhibit B2 (rev. 07/01/2014)
4. Amendment Exhibit C1 (Program Monitoring) is replaced with Revised Exhibit C2 (rev. 07/01/2014)
5. **All other terms and conditions of the agreement dated July 1, 2011 between the County and Contractor shall remain in full force and effect.**

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

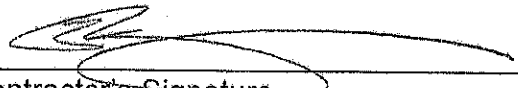
By: _____
President, Board of Supervisors, San Mateo
County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

Pyramid Alternatives



Contractor's Signature

Date: 07/17/14

EXHIBIT A2

**PYRAMID ALTERNATIVES
SERVICES
JULY 1, 2011 – JUNE 30, 2015**

In consideration of the payments set forth in Exhibit "B", Contractor shall provide the following services:

Overview of Services

In accordance with provisions of the California Youth Services Act, Juvenile Probation and Camps Funding, pertaining to the qualifying services, Pyramid Alternatives, Inc. (Pyramid) shall provide a comprehensive school-based program called Strengthen Our Youth (SOY). The program shall be consistent with best practices by placing a high value on consultation, collaboration, and joining with youth, families, teachers, probation, and agency partners to identify, assess, and plan the appropriate level of intervention to develop assets in at-risk youth.

This approach to school-based and outpatient intervention shall include: 1) prevention and early intervention in schools; and 2) parent engagement. Contractor shall provide services using the philosophy of Youth Asset Development and other evidence-based practices. Based on the Contractor's assessment of the referred youth, Contractor will strive toward short- and long-term outcomes demonstrating program effectiveness with clients served.

<u>Annual Program Costs</u>	<u>Year One</u>		<u>Year Two, Three and Four</u>	
Staffing Costs				
Mental Health Clinician 1	0.4 FTE	\$21,450.	0.59 FTE	\$31,863.
Mental Health Clinician 2	0.4 FTE	\$21,450.	0.59 FTE	\$31,863.
Mental Health Clinician 3	0.4 FTE	\$20,625.	0.59 FTE	\$31,863.
Mental Health Clinician 4	0.23 FTE	\$12,057.	0.51 FTE	\$27,599.
Mental Health Clinician 5	0.07 FTE	\$5,328.	0.07 FTE	\$5,328.
Program Manager	0.4 FTE	\$25,200.	0.5 FTE	\$31,440.
Clinical Director	0.08 FTE	\$5,880.	0.11 FTE	\$8,220.
Total Cost of Staff		\$111,990.		\$168,176.
Materials				
AOD Prevention Education		\$200.		\$200.
Parent Support Group		\$289.		\$289.
Campus Outreach		\$200.		\$354.
Total Cost of Materials		\$689.		\$843.
Total Cost		\$112,679.		\$169,019.

Unduplicated Clients Served

Contractor shall provide services to 500 unduplicated clients for each year of the contract from July 1, 2014 through June 30, 2015.

Location of Services

School services shall be provided at South San Francisco High School in South San Francisco, Fernando Rivera Intermediate School in Daly City, Ben Franklin Intermediate School in Daly City, and Half Moon Bay High School in Half Moon Bay. A parent support group in Spanish will be provided in South San Francisco at the Community Learning Center.

Projected Number of Youth Served per Site (Annually)

1. Half Moon Bay High School, Half Moon Bay

Alcohol and Drug Education and Prevention Presentations: 200

Campus Outreach: 50

Individual or group Counseling and/or Assessment: 60

2. South San Francisco High School, South San Francisco

Individual or group Counseling and/or Assessment: 30

3. Fernando Rivera Middle School, Daly City

Alcohol and Drug Education and Prevention Presentations: 200

Campus Outreach: 50

Individual or group Counseling and/or Assessment: 60

4. Ben Franklin Intermediate School, Daly City

Alcohol and Drug Education and Prevention Presentations: 180

Campus Outreach: 50

Individual or group Counseling and/or Assessment: 60

Projected Number of Family members Served per Site

Spanish Language Parent Support Group: 40

Specific Program Services

1. Alcohol and Drug Education and Prevention Presentations are classroom presentations presented over a period of 3 weeks to all incoming 6th, 7th, or 9th graders. Total hours of service per year: 108

2. Counseling and Assessment begins with a comprehensive assessment followed by weekly individual or group counseling sessions, throughout the school year. Our groups focus on asset development related to group specific topics. Counselors also provide some family counseling at school sites. Total hours of service per year: 2323

3. **Case Management** supports our clients throughout the school year in accessing a variety of services including resources related to housing, tutoring, food, healthcare, transit, and other related issues. Case management units are also allocated for client follow-up, treatment planning, and notes. Total hours of service per year: 684
4. Our **Spanish language Parent Support Group** meets for two hours weekly throughout the year in South San Francisco once a week in the evening. Total hours of service per year: 144
5. **Campus Outreach** increases awareness of social and emotional issues related to adolescence and helps to increase the visibility of counseling services available on campus. Outreach activities usually take place in the evening, during lunch, or after school for a total of 3 weeks during the school year. Total hours of service per year: 36
6. **Collateral Contact** allows our counselors ongoing contact with parents, teachers, school psychologists, and administrators to strengthen our clients' support systems throughout the school year. Each counselor is allocated 3.5 hours of weekly collateral contact throughout the school year. Total hours of service per year: 564
7. The **Program Manager** coordinates program delivery with school principals, maintains program records, and acts as a liaison between the funder and service providers. This is a .5 FTE position throughout the school year. Total hours of service per year: 1048
8. Our counselors utilize **Planning and Evaluation** time to create and organize curriculum, which helps them to spend time at the school focused on direct service. Planning and evaluation time is scheduled during school breaks that occur during the school year, and for the week following the last week of school, as well as prior to the new school year. In addition to curriculum counselors allocate time to completing student evaluations, reviewing treatment goals and student files. Total hours of service per year: 640
9. Strengthen Our Youth counselors receive 1 hour of regularly scheduled weekly individual **Clinical Supervision** to help address mental health and AOD related issues. Total hours of service per year: 235
10. Counselors maintain accurate records in the JPCF database by utilizing 1 hour per week of regularly scheduled **Data Collection**. Total hours of service per year: 293
11. SOY Consultation for program development, trouble shooting and case conferencing. Total hours of service per year: 90

Hours of service per year: 6,165

EXHIBIT B2

**PYRAMID ALTERNATIVES
PAYMENTS AND RATES**

In consideration of the services provided by Contractor in Exhibit "A2," County shall pay Contractor based on the following fee schedule:

- A. Contractor shall be paid for actual services provided up to a maximum amount of **SIX HUNDRED NINETEEN THOUSAND SEVEN HUNDRED THIRTY SIX DOLLARS (\$619,736)** for the term of the contract.
- B. The maximum amount of the annual payment shall be **ONE HUNDRED SIXTY NINE THOUSAND NINETEEN DOLLARS (\$169,019)** for FY 2014 -2015.
- C. Payments shall be made according to the following schedule:

Service	Hours/Year	Rate/Hour	Total Amount/Year
Alcohol or Drug Prevention and Education presentations-BFIS, FRIS, HMBHS	108	\$26	FY 11-12 \$2,808
	108	\$26	FY 12-13 \$2,808
	108	\$26	FY 13-14 \$2,808
	108	\$26	FY 14-15 \$2,808
Counseling and Assessment- BFIS, FRIS, HMBHS, SSFHS	1,483	\$26	FY 11-12 \$38,558
	2,323	\$26	FY 12-13 \$60,398
	2,323	\$26	FY 13-14 \$60,398
	2,323	\$26	FY 14-15 \$60,398
Case Management- BFIS, FRIS, HMBHS, SSFHS, Pyramid Offices	456	\$26	FY 11-12 \$11,856
	684	\$26	FY 12-13 \$17,784
	684	\$26	FY 13-14 \$17,784
	684	\$26	FY 14-15 \$17,784
Parent Support Group-South San Francisco	144	\$37	FY 11-12 \$5,328
	144	\$37	FY 12-13 \$5,328

	144	\$37	FY 13-14 \$5,328
	144	\$37	FY 14-15 \$5,328
Campus Outreach Events-BFIS, FRIS, HMBHS, SSFHS	36	\$26	FY 11-12 \$936
	36	\$26	FY 12-13 \$936
	36	\$26	FY 13-14 \$936
	36	\$26	FY 14-15 \$936
Collateral Contact- BFIS, FRIS, HMBHS, SSFHS, Pyramid Offices	336	\$26	FY 11-12 \$8,736
	564	\$26	FY 12-13 \$14,664
	564	\$26	FY 13-14 \$14,664
	564	\$26	FY 14-15 \$14,664
Program Management- BFIS, FRIS, HMBHS, SSFHS, Pyramid Offices	840	\$30	FY 11-12 \$25,200
	1,048	\$30	FY 12-13 \$31,440
	1,048	\$30	FY 13-14 \$31,440
	1,048	\$30	FY 14-15 \$31,440
Planning and Evaluation- BFIS, FRIS, HMBHS, SSFHS, Pyramid Offices	320	\$26	FY 11-12 \$8,320
	640	\$26	FY 12-13 \$16,640
	640	\$26	FY 13-14 \$16,640
	640	\$26	FY 14-15 \$16,640
Clinical Supervision-Pyramid Offices	168	\$35	FY 11-12 \$5,880
	235	\$35	FY 12-13 \$8,225
	235	\$35	FY 13-14 \$8,225
	235	\$35	FY 14-15 \$8,225
Data Collection-Pyramid Offices	168	\$26	FY 11-12 \$4,368

	292.8	\$26	FY 12-13 \$7,613
	292.8	\$26	FY 13-14 \$7,613
	292.8	\$26	FY 14-15 \$7,613
Other Direct Costs—Alcohol and Drug Prevention Education Materials			FY 11-12 \$200
			FY 12-13 \$200
			FY 13-14 \$200
			FY 14-15 \$200
Other Direct Costs—Parent Support Group Materials			FY 11-12 \$289
			FY 12-13 \$289
			FY 13-14 \$289
			FY 14-15 \$289
Other Direct Costs—Campus Outreach Activity Materials			FY 11-12 \$200
			FY 12-13 \$354
			FY 13-14 \$354
			FY 14-15 \$354
SOY Consult	--	--	FY 11-12 --
	90	\$26	FY 12-13 \$2,340
	90	\$26	FY 13-14 \$2,340
	90	\$26	FY 14-15 \$2,340
Annual Subtotal 2011-2012	4,059	--	\$112,679
Annual Subtotal 2012-2013	6,164.2	--	\$169,019
Annual Subtotal 2013-2014	6,164.2	--	\$169,019
Annual Subtotal 2013-2014	6,164.2	--	\$169,019
TOTAL			\$619,736

- D. Contractor shall notify County of changes in the number of hours or type of services, in writing, in advance. Such changes shall be approved by the Chief Probation Officer or his designee. Contractor shall not be paid for services delivered in excess of those in the schedule above. Notwithstanding, the amount of the contract for the contract term shall not exceed **SIX HUNDRED NINETEEN THOUSAND SEVEN HUNDRED THIRTY SIX DOLLARS (\$619,736)**.
- E. Payment shall be made upon receipt of Contractor's quarterly invoice for actual services delivered and approved by the Chief Probation Officer or his designee within thirty (30) working days. All invoices should provide supporting documentation of units of services delivered as well as any receipts for any direct costs purchased for the program. County shall have the right to withhold payment if it determines that the quantity and quality of work performed is unacceptable.
- F. Contractor shall email invoices and activity reports to Noelle Vergara, Management Analyst at nvergara@smcgov.org and Sio Hung (Fanny) Ung, Fiscal Office Specialist at sung@smcgov.org. Emailed invoices and activity reports need not be signed. Contractor shall also mail original, signed, hard copies of invoices and activity reports to: Noelle Vergara, Management Analyst, San Mateo County Probation Department, 222 Paul Scannell Drive, San Mateo, CA 94402.
- G. Contractor shall submit invoices and activity reports according to the schedule below:

Service Period	Invoice Due Date	Report Content
July 1, 2011 – September 30, 2011	October 15, 2011	Services delivered
October 1, 2011 – December 31, 2011	January 15, 2012	Services delivered
January 1, 2012 – March 31, 2012	April 15, 2012	Services delivered
April 1, 2012 – June 30, 2012	July 5, 2012	Services delivered
July 1, 2011– June 30, 2012	July 31, 2012	Services delivered and program outcomes
July 1, 2012 – September 30, 2012	October 15, 2012	Services delivered
October 1, 2012 – December 31, 2012	January 15, 2013	Services delivered
January 1, 2013 – March 31, 2013	April 15, 2013	Services delivered
April 1, 2013 – June 30, 2013	July 5, 2013	Services delivered
July 1, 2012 – June 30, 2013	July 31, 2013	Services delivered and program outcomes
July 1, 2013 – September 30, 2013	October 15, 2013	Services delivered
October 1, 2013 – December 31, 2013	January 15, 2014	Services delivered
January 1, 2014 – March 31, 2014	April 15, 2014	Services delivered
April 1, 2014 – June 30, 2014	July 5, 2014	Services delivered

July 1, 2013 – June 30, 2014	July 31, 2014	Services delivered and program outcomes
July 1, 2014 – September 30, 2014	October 15, 2014	Services delivered
October 1, 2014 – December 31, 2014	January 15, 2015	Services delivered
January 1, 2015 – March 31, 2015	April 15, 2015	Services delivered
April 1, 2015 – June 30, 2015	July 5, 2015	Services delivered and program outcomes

- H. Payment for services provided is contingent upon the availability of County, State, or Federal funds. In the event the State or the Federal government does not appropriate the necessary funds as part of either or both of their budgets, the County shall not be liable for any payment whatsoever.

EXHIBIT C2

**PYRAMID ALTERNATIVES
PROGRAM MONITORING
JULY 1, 2011 – JUNE 30, 2015**

Contractor agrees to participate in the San Mateo County Juvenile Justice Coordinating Council (JJCC) evaluation subcommittee and to provide both the County and the County's Evaluation Services Contractor with individual-level data on mandated and agreed-to performance measures as needed and at least twice per year.

Contractor shall provide a quarterly invoice that includes supporting documentation of actual units of services delivered by specific program service and supporting expenditure documentation using the form attached and printed on the Contractor's letterhead. Contractor will also submit a quarterly narrative of highlights of and challenges to the programming. Contractor shall provide an annual performance outcome report using the form attached and printed on the Contractor's letterhead.

Contractor shall demonstrate the following outcomes:

- Increase engagement and connection to school
- Increase developmental assets
- Improve family functioning
- Improve educational outcomes
- Decrease alcohol and drug use

Performance Measure	Youth Participating in Program			
	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Percentage of students attending alcohol and drug education and prevention presentations	85%	85%	85%	85%
Percent youth receiving counseling and assessment	85%	85%	85%	85%
Percentage of students participating in campus outreach activities	90%	90%	90%	90%
Percentage of family members attending Spanish Language Parent support group	90%	90%	90%	90%