

AMENDMENT ONE
TO THE AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND COMMUNITY
OVERCOMING RELATIONSHIP ABUSE (CORA)

This Amendment One to the Agreement, entered into this _____ day of _____, 2017, by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and CORA (Community Overcoming Relationship Abuse), hereinafter called "Contractor."

* * *

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

Whereas, the parties entered into an Agreement on October 18, 2016 (Resolution No. 074851), for the purpose of providing Emergency Response Program (ERP) services to victims of domestic violence; and

Whereas, the parties wish to amend the Agreement by increasing the amount not-to-exceed by \$28,461 and extending the term two months to August 31, 2017 in order to implement in-depth training on the updated Domestic Violence Protocol in order to improve the coordinated community response (CCR) for domestic violence and sexual assault victims in the County.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Section 1, Exhibits and Attachments, of the agreement is hereby deleted in its entirety and replaced with the following:

1. EXHIBITS AND ATTACHMENTS

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A - Services

Exhibit A-1 - Coordinated Community Response (CCR) Training

Exhibit B - Payments and Rates (**Revised January 2017**)

2. Section 2, Services to be Performed by Contractor, of the agreement is hereby deleted in its entirety and replaced with the following:

2. SERVICES TO BE PERFORMED BY CONTRACTOR

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth in this Agreement and in **Exhibits A and A-1**.

3. Section 3, Payments, of the agreement is hereby deleted in its entirety and replaced with the following:

3. PAYMENTS

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 A-1**, 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 **ONE HUNDRED EIGHTY-SIX THOUSAND SEVENTY-ONE DOLLARS AND ZERO CENTS (\$186,071.00)**. 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.

4. Section 4, Term, of the agreement is hereby deleted in its entirety and replaced with the following:

4. TERM

Subject to compliance with all terms and conditions, the term of this Agreement shall be from **JULY 1, 2016 through AUGUST 31, 2017**.

5. "Exhibit A-1 (Coordinated Community Response (CCR) Training)" is hereby added to the agreement, attached hereto and incorporated herein by reference.
6. The original "Exhibit B" to the agreement is hereby deleted in its entirety and replaced with "Exhibit B (Revised January 2017)", attached hereto and incorporated herein by reference.
7. All other terms and conditions of the agreement dated October 18, 2017, between the County and CORA as amended herein 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:

COUNTY OF SAN MATEO

*A Political Sub-division of the
State of California*

BY: _____
PRESIDENT, BOARD OF SUPERVISORS

DATE: _____

ATTEST:

BY: _____
CLERK OF SAID BOARD

CORA (COMMUNITY OVERCOMING RELATIONSHIP ABUSE)

BY: Melissa Lukin
(SIGNATURE)

Melissa Lukin
(PRINTED NAME)

DATE: 12/8/16

EXHIBIT A-1

Coordinated Community Response (CCR) Training

In consideration of the payments set forth in Exhibit B (Revised January 2017), Contractor shall provide the following services:

I. SERVICES TO BE PROVIDED BY CONTRACTOR.

- A. Provide an in-depth training on the updated Domestic Violence Protocol.
 - 1. CCR Task Force will provide Praxis Consultant with input on training design and implementation. (January 2017 to February 2017)
 - 2. CCR Task Force, supported by the CCR Coordinator, will develop an implementation plan for risk assessment training. (March 2017)
 - 3. Three "Updated Domestic Violence Protocol" training sessions will be held. (April 2017 to May 2017)
 - a) Each CCR Task Force partner will be invited to bring up to 15 participants, reaching approximately 150 total participants.
 - b) Trainings will have a "train the trainer" component so that participants can replicate the training at their respective agencies.
 - 4. Implement a pre/post survey at each training to assess participant's gain in understanding of updated protocol. (May 2017)
- B. Provide advanced domestic violence training on risk assessment.
 - 1. CCR Task Force will:
 - a) Assess DV protocol for current risk assessment activities in order to develop a mutual understanding of current practices. (January 2017 to March 2017)
 - b) Assist in vetting a vendor to conduct risk assessment trainings. (April 2017 to May 2017)
 - c) Provide risk assessment expert input on current risk assessment practices in order to customize risk assessment trainings. (June 2017)
 - 2. CCR Task Force, supported by the CCR Coordinator, will develop an implementation plan for risk assessment training. (July 2017)
 - 3. Two risk assessment training sessions will be held. (August 2017)
 - a) Each CCR Task Force partner will be invited to bring up to 10 participants, reaching approximately 100 total participants.
 - b) Trainings will have a "train the trainer" component so that participants can replicate the training at their respective agencies.
 - 4. Implement a pre/post survey at each training to assess participant's gain in understanding of risk assessment.
- C. Offer trauma-informed interviewing skills training that will improve law enforcement's ability to communicate with victims of domestic violence for whom English is a second language:
 - 1. CCR Task Force will develop a plan to train first responders interviewing skills.
 - a) The training will improve law enforcement's skills in establishing rapport with victims of domestic violence and improving law enforcement's ability to explain the next steps in the legal process (offender's arrest, release from jail, first court appearance, etc.) to victims, especially victims for whom English is their second language. (January 2017 to March 2017)

- b) CCR Task Force will assist in vetting a vendor to provide the training. (April 2017 to May 2017)
 - 2. Hold at least three trainings.
 - a) Each CCR Task Force partner will be invited to bring up to 15 participants, reaching 100 to 150 total participants. (June 2017 to July 2017)
 - 3. Implement a pre/post survey at each training to assess participant's gain in interview skills. (July 2017)
 - 4. CCR Task Force will review training results and implement plan to mentor/supervise trained law enforcement personnel to ensure interviewing skills become institutionalized.
- D. Evaluation of Phase II implementation:
- 1. Praxis Consultant will work with the CCR Task Force to design metrics that will measure impact of CCR changes (e.g. number of cases brought to trial). (February 2017)
 - 2. Data relating to the metrics will be collected for 12 months, with quarterly reporting to the CCR Task Force. (March 2017 to February 2018)
 - 3. Final report to CCR Task Force and DV Council on outcomes from the implementation of the updated protocol. (March 2018)

EXHIBIT B - PAYMENTS AND RATES

(Revised January 2017)

In consideration of the services provided by Contractor described in Exhibits A and A-1 subject to the terms of the Agreement, County shall pay Contractor based on the following fee schedule and terms:

I. PAYMENT AND RATES.

A. County will pay Contractor for the ERP services outlined in Exhibit A as follows:

1. 50% (\$78,805) upon full execution of this agreement and County's receipt and acceptance of invoice from Contractor; and
2. 50% (\$78,805) in March 2017, upon County's receipt and acceptance of invoice from Contractor.

B. County will pay Contractor for the services outlined in Exhibit A-1 as follows:

Law Enforcement Training on DV Protocol Changes	
Three days @ \$650 per day for trainer, plus travel costs (airfare @\$500, hotel @\$250 per night x2 nights, per diem @\$100 per day x 3 days)	\$3,250
Training Expenses (e.g. food and supply costs for 3 trainings, reaching 150 people)	\$2,500
Danger Assessment Training	
Two days @ \$2,000 per day for trainer, plus travel costs (airfare @\$500, hotel @\$250 per night x 1 night, per diem @\$100 per day x 2 days)	\$4,950
Training Expenses (e.g. food and supply costs for 2 trainings, reaching 100 people)	\$1,500
Interview Skills Training	
Three days @ \$650 per day for trainer, plus travel costs (airfare @\$500, hotel @\$250 per night x2 nights, per diem @\$100 per day x 3 days)	\$3,250
Training Expenses (e.g. food and supply costs for 3 trainings, reaching 150 people)	\$2,500
Evaluation of Phase II Implementation	
Design of metrics to measure impact of CCR implemented changes (e.g. Updated Domestic Violence Protocol), collect/analyze data, write report (Praxis Consultant x 40 hours x \$81.25 per hour)	\$3,250
CCR Taskforce Coordinator	
Coordinator to work with CCR Taskforce to implement 8 days of training, coordinate with training vendors, coordinate training logistics (meals, registration, copies, etc.) at \$22.18 per hour x 128 hours x 25% payroll taxes and benefits.	\$3,549
Indirect @ 15%	
CORA to provide financial accountability, executive leadership, oversee contracts with training vendors to ensure deliverables, etc.	\$3,712
TOTAL	\$28,461

C. Invoicing Procedures.

1. County agrees to pay Contractor, upon receipt of an invoice detailing tasks and services rendered under this agreement.
2. Payment shall be representative of completed tasks and services, contingent upon receipt and approval by the designated Sheriff's Office representative(s).

D. Contractor shall prepare and submit an invoice for payment of services rendered in accordance with the policies and procedures established by the County Controller's Office. In any event, the total payment for services of Contractor shall **not exceed \$186,071.00**. County shall have the right to withhold payment if County determines that the quality or quantity of work performed is unacceptable. Payments shall be made within 30 days from the date of the applicable undisputed invoice.