

**AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND CENTRAL LABOR
COUNCIL**

THIS AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Central Labor Council, 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 an Independent Living Program (ILP) to assist former and current eligible San Mateo County foster youth with the transition to independent living and self-sufficiency on September 24, 2019 in the amount of \$160,000; and

WHEREAS, the parties wish to amend the Agreement to include certain additional services and add funds in the amount of \$345,745 for a revised total of \$505,745 and extend the Agreement two years for a revised term of September 1, 2020 through August 31, 2022.

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

1. Section 4. 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 herein 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 the County's total fiscal obligation under this Agreement exceed FIVE HUNDRED FIVE THOUSAND, SEVEN HUNDRED AND FORTY-FIVE DOLLARS (\$505,745).

County reserves the right to refuse payment to Contractor or disallow costs for any expenditure, as determined by County to be in conflict with the terms and conditions of this Agreement, outside the scope of work of this Agreement, when

adequate supporting documentation is not presented or where prior approval was required but was either not requested or not granted.

The Contractor will submit invoices and monthly program reports to the Human Services Agency (HSA) by the tenth (10th) of each month. Program performance data will be submitted in a timely, complete, accurate, and verifiable manner using the HSA approved reporting procedures. Invoices must reflect the provision of services and the usage of funds each month throughout the entire contract period. Refer to Exhibit B for specific fiscal requirements. Upon notification from County, the Contractor must correct inaccurate invoices and corresponding reports in order to receive reimbursement. Corrections must be made within five (5) working days. Invoices submitted more than two months past the month of service may not be reimbursed. Invoice(s) for June each year will be due by July 7 to facilitate timely payment.

2. Section 5. Term 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 September 1, 2019 through August 31, 2022.

3. Section 18. Notices paragraph 2 in the case of County of the Agreement is amended to read as follows:

In the case of County, to:

Name/Title: John Fong, Interim Director, Children and Family Services
Address: 1 Davis Drive, Belmont, CA 94002
Telephone: (650) 802-3390
Email: JFong@smcgov.org

4. Section 28. Audit paragraph 2 of the Agreement is amended to read as follows:

A copy shall be submitted to:

Name/Title: John Fong, Interim Director, Children and Family Services
Address: 1 Davis Drive, Belmont, CA 94002
Telephone: (650) 802-3390
Email: JFong@smcgov.org

5. **Exhibit A** is amended to include the following:

II. Special Events for Program Year 2020-2021 and 2021-2022

- I. Contractor is allocated an additional \$26,000 to host the following 8 ILP events.

The following is a description and explanation of each event and estimated itemized budget for expenses:

Event	CLCP Estimated Cost
Welcome Back BBQ	\$2,000.00
Winter Social/Holiday Party	\$3,000.00
FAFSA Workshop	\$1,000.00
Alumni Luncheon	\$2,000.00
Spring College Tours	\$2,000.00
ILP Graduation	\$5,000.00
Monthly Program Partners Meetings	\$1,000.00
TAY Summit	\$10,000.00
Total	\$26,000.00

A. Welcome Back BBQ

The purpose of this event is to engage youth and caregivers to maximize participation in ILP programming. The first portion will focus on engaging high school students in interactive activities to connect them to the Education and Employment Specialists and acclimate them to senior year responsibilities. The second portion will include all ILP eligible youth in learning about ILP resources/services as well as participating in team-building activities. CLCP will be responsible for securing a venue for the BBQ, providing food, giveaways, and supplies, and facilitating the interactive activities. Estimated cost = \$2,000

Item	Maximum Cost
Venue + Parking	\$200.00
Food and drinks	\$350.00
Activities, games, prizes	\$1,000.00
Additional Supplies/Incidentals	\$300.00
Miscellaneous	\$150.00
Total	\$2,000.00
Anticipated number of children served:	50
Estimated cost per child:	\$40.00

B. Holiday Party

CLCP will host the annual ILP holiday event for San Mateo County foster youth ages 14-21. The purpose of this event is to bring together the foster youth, caregivers and ILP partners to re-engage or continue engaging the youth/caregivers in efforts to maximize participation in ILP programming and continue to create opportunities for the youth to build their informal support network by bringing them together in a supportive and engaging setting. CLCP hosts this event and is responsible for securing a venue, food,

giveaways, supplies, and facilitating the interactive activities. Estimated cost = \$3,000

Item	Maximum Budget
Food (Catered)	\$700
Supplies for activities/decorations	\$600
Venue	\$750
Giveaways/Prizes	\$675
	+10%
	\$275
Total	\$3,000
Estimated number of participants:	75
Average cost per participant:	\$40.00

C. FAFSA Workshop

ILP holds an annual FAFSA workshop to assist high school seniors with completing and submitting their financial aid applications by providing hands-on guidance to ensure that they have access to all possible funding to aid in covering their college expenses. CLCP will provide at least 20 foster youth attending the workshop with food and beverage and college t-shirts. As an incentive to push themselves and succeed in their senior year of high school, each youth who attends the workshop will be provided with a t-shirt representing their first-choice post-secondary school. Estimated cost = \$1,000

Item	Maximum Budget
Food and Beverage (dinner, snacks and waters)	\$300.00
College T-shirts + Prizes	\$500.00
Printing Costs/Materials/Supplies	\$100.00
Venue	\$0.00
	+10%
	\$100.00
Total	\$1,000.00
Minimum number of youth attending:	20
Maximum cost per youth participant:	\$50

D. Alumni Luncheon

ILP holds an annual luncheon to re-engage youth and offer support to Non-Minor Dependents, specifically the young adults who have moved out of San Mateo County to attend college or community college and have returned in-county for the winter break. This is an optimal time to check-in with youth on their goal progress and encourage youth to apply for the 2021 cohort of the County-sponsored S.T.E.P. internship program. Contracted ILP partners that provide case management for in-county ILP eligible foster

youth, such as PIVOTAL and the Central Labor Council Partnership (CLCP) Workforce Services will also be participating to engage with and celebrate the accomplishments of the college/vocational school-enrolled youth. CLCP will cover the cost to provide at least 30 foster youth attending the luncheon, to be held in Redwood City at the Old Spaghetti Factory, with food, beverage and winter-themed back-to-school box sets inclusive of winter accessories (scarves, blankets, beanies, etc.) as incentive and recognition for the youth's continued efforts towards educational success and matriculation. Estimated cost = \$2,000

Item	Cost
Food and Beverage (Old Spaghetti Factory RWC)	\$1,400.00
Winter Back-to-School Kits	\$420.00
	+10%
	180
Total	\$2,000.00
# Individuals Direct Benefit	30
Cost per Beneficiary	\$66.67

E. Spring College Tours

Through the tours, Foster Youth will learn about program resources available specifically to them and experience the student culture by visiting 4 local Bay Area/Northern California college campuses. ILP is responsible for ensuring that transitional-age youth are equipped with the knowledge and tools for applying to post-secondary schools. Exposing the youth to college campuses prior to their aging out of the foster care system will help them envision college as an attainable pursuit. CLCP will partner with San Mateo County ILP and local San Mateo County former Foster Youth who attend these schools to help provide tours and relevant examples of lived experiences. CLCP will cover the cost to provide at least 20 attendees including 12-15 foster youth and five community partners with food and beverage as an incentive to participate in the tours, \$30 per youth to use at the college bookstore of their choosing, and giveaway prizes for the youth as recognition of their continued efforts towards their educational success. Estimated cost = \$2,000

Item	Cost
Meals, Snacks, Utensils, Supplies	\$1,000.00
Prizes and College Bookstore Purchases (\$41.00/youth)	\$820.00
Plus 10% over	\$180.00
Total	\$2,000.00
# Individuals Direct Benefit = Approx 20	
Cost per Beneficiary = \$100 /4 days = \$25.00 per youth per day	

F. ILP Graduation

Each year, San Mateo County ILP hosts a formal evening celebration to recognize a major accomplishment and milestone for foster youth – high school graduation. The celebration also includes youth who participated in ILP during the school year and recognizes them for their continued work towards self-sufficiency. Youth, their caretakers, and community supporters come together to celebrate this life-changing achievement. CLCP will cover the cost of the venue, dinner, photo supplies, other supplies, and “thank you” gifts for supporters. Each child will receive a certificate and graduation “lei”. It is expected that 75 youth, caregivers, and community partners will be in attendance. CLCP and CFS will staff the event.

Estimated cost = \$5,000

Item	Maximum Cost
Venue and Dinner	\$4,200.00
Supplies (Certificates and Leis)	\$145.00
Photo Booth (Poloroids + Backdrop)	\$100.00
Additional Supplies/Incidentals	\$100.00
	+ 10%
	\$455.00
Total	\$5,000.00
Anticipated number of children served:	100
Estimated cost per child:	\$50.00

G. Community Partners Meetings

ILP Partners include but are not limited to the Office of Education, StarVista, Skyline College, College of San Mateo, Canada College, CYC, CASA, Pivotal, and Central Labor Council Partnership. ILP Partners meet monthly to discuss program updates within ILP and the partner agencies, upcoming events, strategies for engaging youth and fostering independence, and challenges specific youth may be facing. Additionally, the meeting is a time to discuss new county, state, and federal legislation and policies and new best practices. CLCP will cover the cost to provide light refreshments during the monthly Partners Meetings to approximately 30 providers from our partner agencies. Estimated cost = \$1,000

Item	Maximum Cost
September 2020 Food and Drinks for Partners	\$73.25
October 2020 Food and drinks for partners	\$73.25
November 2020 Food and drinks for partners	\$73.25
December 2020 Food and drinks for partners	\$73.25
January 2021 Food and drinks for partners	\$73.25
February 2021 Food and drinks for partners	\$73.25
March 2021 Food and drinks for partners	\$73.25
April 2021 Food and drinks for partners	\$73.25
May 2021 Food and drinks for partners	\$73.25
June 2021 Food and drinks for partners	\$73.25
July 2021 Food and drinks for partners	\$73.25
August 2021 Food and drinks for partners	\$73.25
Plus 10% over for incidentals	\$120.00
Total	\$1,000.00
Anitcipated number of partners served:	30
Estimated cost per partner annually:	\$33.33

F. TAY Summit

The TAY Summit aims to bridge the gap in services and resources to the TAY population in San Mateo County. Through the event, participants will hear from speakers and participate in activities that will provide education and training focused on addressing some of the common issues service providers face when serving this population. The Summit spans over two days: The first is a youth-only day; on the second day youth and service providers come together. The youth themselves spend several months preparing for the event and planning topics/discussions. The youth-only day will host up to 50 youth through fun and engaging activities to encourage bonding and forming a support network among each other. It also serves as the final meeting leading up to the Youth-Provider joint day, to begin the TAY Summit event. Approximately ten youth ambassadors will be trained to take a leadership role throughout both days' events. On the second day, youth will lead service providers such as Independent Living, Aftercare, Education Support, CASA, Mental Health, Community-Based Organizations and Children & Family Services staff who invest in the lives of this population, through a series of panels, workshops and breakout sessions. CLCP will cover the cost of: food and beverage for the planning and debrief meetings and for both days of the TAY Summit, event t-shirts, speaker fees, youth engagement giveaways and prizes for the youth, venue rental fees, appreciation and recognition items for speakers and panelists, printing costs, workshop supplies and incidentals. Estimated cost = \$10,000

Item	Maximum Cost
Food and Beverage for two days	\$ 2,000
Event T-Shirts	\$ 1,200
Keynote Speaker Fees	\$ 2,000
Youth Engagement Activities	\$ 1,000
Youth Ambassador Planning and Debrief Dinners (10 meetings)	\$ 1,000
Joint Planning Meetings with Partners - Food/Beverage (4 sessions)	\$ 200
Giveaways/Prizes for Youth (electronics, gift bags, school supplies, etc.)	\$ 500
Venue rental fees	\$ 80
Printing Costs, Workshop Supplies, Materials, etc.	\$ 400
Handmade Appreciation and Regognition Items for Speakers/Panelists (~10 items)	\$ 200
Incidentals (i.e., extra ice, beverages, plates, napkins or additional unanticipated funding needed for line items)	\$ 200
	+10% \$ 1,220
Total	\$ 10,000
Estimated # Individuals Direct Benefit	175
Cost per Beneficiary	\$ 57.14

II. Using unused money towards any other ILP event

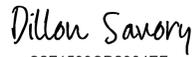
CLC Partnership will work along with CFS staff and other ILP Community partners in order to put on these events. Should any unused funds remain from any event, those remaining funds will be used towards any other ILP event that may need additional funding.

4. All other terms and conditions of the Agreement dated September 24, 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: Central Labor Council

Contractor Signature	Date	Contractor Name (please print)

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COUNTY OF SAN MATEO

By:
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:
Clerk of Said Board