

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES  
**STANDARD AGREEMENT - AMENDMENT**

SCO ID: 4265-1910164-A3

STD 213A (Rev. 4/2020)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 1 PAGES

AGREEMENT NUMBER 19-10164	AMENDMENT NUMBER A03	Purchasing Authority Number
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Department of Public Health

CONTRACTOR NAME

Napa County

2. The term of this Agreement is:

START DATE

October 1, 2019

THROUGH END DATE

September 30, 2022

3. The maximum amount of this Agreement after this Amendment is:

\$2,872,114.00 Two Million Eight Hundred Seventy-Two Thousand One Hundred Fourteen Dollars

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

1. This amendment is adding \$5,783.00 to the base funding, changing the total amount to read \$2,872,114.00, to better support the Contractor's needs and allow the Contractor to perform more of the same services. Funds were also shifted in fiscal year 3 to accommodate anticipated expenses.

*All other terms and conditions shall remain the same.*

**IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.**

**CONTRACTOR**

CONTRACTOR NAME (If other than an individual, state whether a corporation, partnership, etc.)

Napa County

CONTRACTOR BUSINESS ADDRESS

1195 Third Street, Suite 310

CITY

Napa

STATE

CA

ZIP

94558

PRINTED NAME OF PERSON SIGNING

Ryan Gregory

TITLE

Chair, Board of Supervisors

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

California Department of Public Health

CONTRACTING AGENCY ADDRESS

1616 Capitol Avenue, Suite 74.262, MS 1802, PO Box 997377

CITY

Sacramento

STATE

CA

ZIP

95899

PRINTED NAME OF PERSON SIGNING

Joseph Torrez

TITLE

Chief, Contracts Management Unit

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

**APPROVED AS TO FORM**

**Napa County Counsel**

By: /s/ COREY S. UTSUROGI, Deputy

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Date: 12/22/2021

II. Certain changes made in this amendment are displayed as follows: Text additions are displayed in **bold and underline**. Text deletions are displayed with a strike through the text (i.e., ~~Strike~~).

III. Revised Exhibit A, Scope of Work, Provision 7.A.12) to include the following:

**e) Continuous Time Reporting - Books for Kids Program (if applicable)**

**The Contractor shall adhere to all fiscal procedures required for Books for Kids restricted funds and keep continuous time reports for all dual funded positions performing Books for Kids related duties as outlined in Exhibit A, Provision 7.A.27).**

IV. Revised Exhibit A, Scope of Work, Provision 7.A. to include the following:

**27) Books for Kids Program (only applies to the Contractor that receives funds for this service)**

**The Contractor will assure that the funding is spent on books for WIC participants 0-5 years old. Local agencies may subcontract the activity to another entity to purchase and distribute books for eligible WIC participants only. When subcontracting to another entity, data must be obtained and made available that identifies the number of WIC participants who receive the books and the number of books distributed by language.**

V. Revised Exhibit B, Budget Detail and Payment Provisions, Provision 1.E. as follows:

**E. Amounts Payable**

The amounts payable under this agreement shall not exceed: ~~\$2,866,331.00~~ **\$2,872,114.00.**

Exhibit B, Attachment I  
Budget Detail Worksheet  
October 1, 2019 - September 30, 2022

Personnel	Year 1 10/1/2019 - 9/30/2020		Year 2 10/1/2020 - 9/30/2021		Year 3 10/1/2021 - 9/30/2022		Total	Total Budget Adj.	Amended Budgeted Amount	Budgeted Amount	Budget Adj.	Amended Budgeted Amount	Total	Total Budget Adj.	
	Amended FTE	Amended Budgeted Amount	Amended FTE	Amended Budgeted Amount	Amended FTE	Amended Budgeted Amount									Budgeted Amount
WC Manager (2)	1-23	121,117	0.10	17,395	0.10	14,846	0.00	14,857	(14,857)	-	-	-	-	-	32,211
WC Director (2)	1-23	81,328	0.98	56,525	0.98	56,241	0.98	96,241	96,241	96,241	96,241	96,241	96,241	96,241	287,291
Registered Dietitian (2)	1-3, 5-9, 12, 14, 15, 21, 22	73,528	0.98	40,460	0.98	63,294	0.98	76,998	76,998	76,998	76,998	76,998	76,998	76,998	180,133
Dietitian Nutritionist (1) (2)	1-3, 6, 8, 9, 12, 14, 15, 21, 22	70,387	1.00	66,162	1.00	66,162	1.00	89,898	89,898	89,898	89,898	89,898	89,898	89,898	259,132
WC Nutrition Assistant (1) (2)	1, 6, 8, 9, 12, 14, 15, 21, 22	46,634	3.00	146,624	3.00	123,056	3.00	149,553	149,553	149,553	149,553	149,553	149,553	149,553	419,243
Senior Office Assistant Clerk (1) (2)	1, 6, 8, 9, 12, 15, 18, 21, 22	47,984	1.60	73,779	1.60	83,551	1.60	91,381	91,381	91,381	91,381	91,381	91,381	91,381	248,631
Office Assistant II Clerk (1) (2)	1, 6, 8, 9, 12, 15, 21, 22	44,158	1.00	63,182	1.00	53,754	1.00	54,157	54,157	54,157	54,157	54,157	54,157	54,157	171,093
Overtime (3)			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Salaries and Wages			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Total FTE			8.38	52,047	8.66	520,158	8.66	520,158	(14,957)	505,201	505,201	505,201	505,201	(14,957)	1,973,734
Fringe Benefits (4)			52,373%	273,225	48,590%	257,744	52,094%	295,673	(7,792)	287,881	(22,749)	843,410	822,642	(22,749)	814,950
TOTAL PERSONNEL				786,272		777,902		866,189	(22,749)	843,410	(22,749)	843,410	822,642	(22,749)	2,412,684
Operating Expenses				119,915		99,396		3,000	3,000	3,000	3,000	3,000	3,000	3,000	210,351
General Expenses (5)	6, 17, 18, 19			119,915		99,396		3,000	3,000	3,000	3,000	3,000	3,000	3,000	6,000
Traavel (6)	8			1,250		1,250		1,250	1,250	1,250	1,250	1,250	1,250	1,250	4,250
Training	4, 5, 7, 17			9,912		9,912		9,912	9,912	9,912	9,912	9,912	9,912	9,912	19,824
Business/Meeting/Promotion	17			134,077		75,398		75,398	75,398	75,398	75,398	75,398	75,398	75,398	209,385
Facility Costs (See Exhibit B, Attach II for breakdown) (7)	11														-
TOTAL OPERATING EXPENSES				340,541		284,145		284,145	5,783	289,928	5,783	289,928	289,928	5,783	579,856
Major Equipment (8) (Unit Cost of \$5,000 or More)															-
Equipment (9)	6, 17, 18, 20, 21														-
Vehicle (10)	8, 17, 18, 19														-
TOTAL MAJOR EQUIPMENT															-
Subcontracts (11)															-
TOTAL SUBCONTRACTS															-
Indirect Costs															-
Total Personnel Costs				1,189,000		1,189,000		1,189,000	(2,508)	1,186,492	(2,508)	1,186,492	1,186,492	(2,508)	2,191,005
TOTAL INDIRECT COSTS				10,192		10,192		10,192	10,192	10,192	10,192	10,192	10,192	10,192	219,005
TOTAL BUDGET				1,199,192		1,199,192		1,199,192	8,284	1,207,476	8,284	1,207,476	1,207,476	8,284	2,410,010
Year 2 Contract Amount				\$ 964,541		\$ 964,541		\$ 964,541		\$ 964,541		\$ 964,541			\$ 964,541
Year 3 Funding Changes				\$ -		\$ -		\$ -		\$ -		\$ -			\$ -
Year 3 Check Balances				\$ -		\$ -		\$ -		\$ -		\$ -			\$ -

\*All costs will be reviewed by CDPH for approval  
 (1) Bi-lingual - Positions that receive Bilingual pay will show a higher budgeted amount. Justification and back-up documentation will be kept on file.  
 (2) Additional Pay (Longevity, Retention, Differential and COLA) - Positions that receive these compensations will show a higher budgeted amount. Justification and back-up documentation will be kept on file.  
 (3) Overtime - Requires justification if amount does not seem reasonable. Justification will be kept on file.  
 (4) Fringe Benefits - Justification if amount does not seem reasonable. Justification will be kept on file.  
 (5) General Expenses - Includes items such as: Minor equipment (i.e., office furniture, IT equipment, anthropometric items, etc.), professional certifications, audit costs, vehicle maintenance, IT maintenance, program materials, office expenses (i.e., telephone services, printing, postage, supplies, etc.), etc.  
 (6) Travel - All costs reimbursed shall be in accordance with C&HR rates.  
 (7) Facility Costs - Includes Rent, Utilities, Janitorial, Security, and Maintenance.  
 (8) Major Equipment - Unit cost must be \$5,000 or more. Refer to Exhibit D, Provision 1 for procurement rules.  
 (9) Equipment - Includes items such as: Telephone systems, information technology equipment, photocopy machines, etc.  
 (10) Vehicles - Will be used for Facility Site Visits, Conferences, Trainings, and Outreach.  
 (11) Subcontractors - List the subcontractor's name and short list of services provided.