

**Council on Aging Services for Seniors**  
**Amendment Number 1**  
to the Agreement to Provide  
**SERVICES FOR SENIORS**  
Funding Amount: **\$1,666,278.00**  
Term: **07/01/2023 to 06/30/2024**  
Agreement Number: AA-COA-S4S-2324

This Amendment Number 1 ("Amendment") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and Council on Aging Services for Seniors, a California non-profit Corporation designated as a Sub-recipient of federal funds (hereinafter "Contractor").

As provided by Article 13.7, Merger, the parties hereby evidence their intent and desire to amend the Agreement. The parties mutually desire to amend said Agreement to make the following changes:

1. Revise Article 2, Payment, to increase the Agreement amount by One Hundred Twenty-Two Thousand, Seven Hundred Seventy-Eight Dollars (\$122,778) for a new total of One Million, Six Hundred Sixty-Six Thousand, Two Hundred Seventy-Eight Dollars (\$1,666,278).
2. Revise Exhibit A: Scopes of Work, as follows:
  - a. Add 3.4-c, replace 4.3, and replace 5.1 and 5.2 in Exhibit A-1, Scope of Work for Adult Day Care.
  - b. Replace 3.1 in Exhibit A-3, Scope of Work for Congregate Meals.
  - c. Replace 5.1 in Exhibit A-4, Scope of Work for Home Delivered Meals.
3. Replace the following line item budget tables in Exhibit B: Fiscal Provisions/ Budget: 10.1 Adult Day Care; 10.3 Congregate Meals; and 10.4 Home Delivered Meals.

RECITALS

WHEREAS, County and Contractor entered into that certain Agreement, dated July 1, 2023, for Adult Day Care, Alzheimer's Day Program, Congregate Meals, Home Delivered Meals, Nutrition Education, and related services for seniors; and

WHEREAS, County and Contractor desire to amend the Agreement to provide additional funding for Adult Day Care, Congregate Meals, and Home Delivered Meals services and to update certain scope of work components and units of service;

NOW, THEREFORE, the parties hereto are desirous of modifying the Agreement in accordance with the terms and conditions set forth herein and hereto agree as follows:

SPECIFIC PROVISIONS

2. Payment.

For all services and incidental costs required hereunder, Contractor shall be paid on a cost reimbursement basis in accordance with the budget set forth in "Exhibit B: Fiscal Provisions/Budget" (hereinafter "Exhibit B"), attached hereto and incorporated herein by

this reference. Contractor shall be paid an amount not to exceed One Million, Six Hundred Sixty-Six Thousand, Two Hundred Seventy-Eight Dollars (\$1,666,278), without the prior written approval of County. Expenses not expressly authorized by the Agreement shall not be reimbursed.

Unless otherwise noted in this agreement, payments shall be made within the normal course of county business after presentation of an invoice in a form approved by the County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by the County.

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**Exhibit A-1: Scope of Work**

**Adult Day Care**

*Effective Date: 4/30/2024*

3. Program Requirements: Under this Agreement, Contractor will:
  - 3.4 Implement staff training, policies, and hiring practices that:
    - c) Operationalize two training platforms to elevate staff expertise related to programming and behavior interventions: one-time course to become certified dementia practitioners and online training program offering dementia skills modules.
4. Location of Services:
  - 4.3. Sonoma – Vintage House Senior Center, 264 First St, Sonoma – moving to a larger space to increase the number of individuals that can participate.
5. Units of Service Requirements for Adult Day Care Contracted Services:
  - 5.1. Adult Day Care: **7,260** Participant Hours
  - 5.2. Unduplicated Seniors: **66**

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**Exhibit A-3: Scope of Work**

**Congregate Meals**

*Effective Date: 4/30/2024*

3. Units of Service Requirements for Congregate Meal Contracted Services:
  - 3.1. Congregate Meals: **22,250** Meals Served

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**Exhibit A-4: Scope of Work**

**Home Delivered Meals**

*Effective Date: 4/30/2024*

5. Units of Service Requirements for Home-Delivered Meal Contracted Services:
  - 5.1. Home Delivered Meals: **185,000** Meals Served

**Exhibit B: Fiscal Provisions/Budget**

10. Budgets.

10.1 Title III B – Adult Day Care

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	OTO	NSIP	State	Realignment	MATCH		NON-MATCH		PROGRAM INCOME	TOTAL
						CASH	IN-KIND	CASH	IN-KIND		
<b>PERSONNEL</b>											
Salaries	75,000	33,800					20,000			47,708	176,508
Benefits								7,000		292	7,292
<b>TOTAL PERSONNEL</b>	<b>\$75,000</b>	<b>\$33,800</b>					<b>\$20,000</b>	<b>\$7,000</b>		<b>\$48,000</b>	<b>\$183,800</b>
<b>TRAVEL &amp; TRAINING</b>											
Staff Travel								1,150			1,150
Staff Training								2,000			2,000
<b>TOTAL TRAVEL &amp; TRAINING</b>								<b>\$3,150</b>			<b>\$3,150</b>
<b>EQUIPMENT</b>											
Expendable Equipment								1,000			1,000
Non-expendable Equipment											
<b>TOTAL EQUIPMENT</b>								<b>\$1,000</b>			<b>\$1,000</b>
<b>CONSULTANTS</b>											
<b>OTHER COSTS:</b>											
Rent/Bldg. Maintenance		1,200						12,600			13,800
Communications								750			750
License & Permits								800			800
Office Supplies								300			300
Printing											
Postage								250			250
Employee Screening/Testing								800			800
Program Supplies								2,000			2,000
Outreach/Advertising											
Outside Services											
Insurance											
Computer Related Services								750			750
Catered meals								18,200			18,200
Food Supplies								1,000			1,000
Other - Audit											
<b>TOTAL OTHER COSTS</b>		<b>\$1,200</b>						<b>\$37,450</b>			<b>\$38,650</b>
<b>** INDIRECT COSTS</b>											
<b>TOTAL PROGRAM COSTS</b>	<b>\$75,000</b>	<b>\$35,000</b>					<b>\$20,000</b>	<b>\$48,600</b>		<b>\$48,000</b>	<b>\$226,600</b>

10.3 Title III C-1 – Congregate Meals

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	OTO	NSIP	State	Realignment	MATCH		NON-MATCH		PROGRAM INCOME	TOTAL
						CASH	IN-KIND	CASH	IN-KIND		
<b>PERSONNEL</b>											
Salaries	42,478	10,573		144,984			25,000				223,035
Benefits					51,731						51,731
<b>TOTAL PERSONNEL</b>	<b>\$42,478</b>	<b>\$10,573</b>		<b>\$144,984</b>	<b>\$51,731</b>		<b>\$25,000</b>				<b>\$274,766</b>
<b>TRAVEL &amp; TRAINING</b>											
Staff Travel								6,000			6,000
Staff Training								1,000			1,000
<b>TOTAL TRAVEL &amp; TRAINING</b>								<b>\$7,000</b>			<b>\$7,000</b>
<b>EQUIPMENT</b>											
Expendable Equipment										200	200
Non-expendable Equipment											
<b>TOTAL EQUIPMENT</b>										<b>\$200</b>	<b>\$200</b>
<b>CONSULTANTS</b>										<b>\$2,500</b>	<b>\$2,500</b>
<b>OTHER COSTS:</b>											
Rent/Bldg. Maintenance										4,500	4,500
CRM and IT Services								8,920			8,920
Utilities										1,182	1,182
Office Supplies								100			100
Printing								100			100
Postage								500			500
Employee Screening/Testing										500	500
Vehicle Repairs & Maintenance								22,800			22,800
Program Supplies								5,000			5,000
Outside Services										500	500
Independent Contractor								5,200			5,200
Publications/Members										100	100
Catered meals		32,117	26,509					78,406		518	137,550
Food Supplies								1,200			1,200
Other - Depreciation								3,000			3,000
<b>TOTAL OTHER COSTS</b>		<b>\$32,117</b>	<b>\$26,509</b>					<b>\$125,226</b>		<b>\$7,300</b>	<b>\$191,152</b>
<b>** INDIRECT COSTS</b>											
<b>TOTAL PROGRAM COSTS</b>	<b>\$42,478</b>	<b>\$42,690</b>	<b>\$26,509</b>	<b>\$144,984</b>	<b>\$51,731</b>		<b>\$25,000</b>	<b>\$132,226</b>		<b>\$10,000</b>	<b>\$475,618</b>

### 10.4 Title III C-2 – Home Delivered Meals

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	OTO	NSIP	State	COUNTY GENERAL FUND		COUNTY REALIGNMENT		MATCH		NON-MATCH		PROGRAM INCOME	TOTAL
					MATCH	NON MATCH	MATCH	NON MATCH	CASH	IN-KIND	CASH	IN-KIND		
<b>PERSONNEL</b>														
Salaries	256,421			115,437						100,000	10,551			482,409
Benefits											81,329			81,329
<b>TOTAL PERSONNEL</b>	<b>\$256,421</b>			<b>\$115,437</b>						<b>\$100,000</b>	<b>\$91,880</b>			<b>\$563,738</b>
<b>TRAVEL &amp; TRAINING</b>														
Staff Travel													12,000	12,000
Staff Training													2,000	2,000
<b>TOTAL TRAVEL &amp; TRAINING</b>													<b>\$14,000</b>	<b>\$14,000</b>
<b>EQUIPMENT</b>														
Expendable Equipment													4,000	4,000
Non-expendable Equipment														
<b>TOTAL EQUIPMENT</b>													<b>\$4,000</b>	<b>\$4,000</b>
<b>CONSULTANTS</b>													<b>\$6,000</b>	<b>\$6,000</b>
<b>OTHER COSTS:</b>														
Rent/Bldg. Maintenance													6,400	6,400
CRM and IT Services													33,600	33,600
Utilities													4,514	4,514
Office Supplies											4,200			4,200
Printing													2,000	2,000
Postage											4,200			4,200
Employee Screening/Testing													1,000	1,000
Vehicle Repairs & Maintenance													59,500	59,500
Program Supplies											10,000			10,000
Outside Services													7,100	7,100
Independent Contractor													20,800	20,800
Publications/Members													1,000	1,000
Catered meals		50,000	116,498	325,303		205,000		99,227			330,886		3,086	1,130,000
Food Supplies											10,000			10,000
Other - Depreciation											10,300			10,300
<b>TOTAL OTHER COSTS</b>		<b>\$50,000</b>	<b>\$116,498</b>	<b>\$325,303</b>		<b>\$205,000</b>		<b>\$99,227</b>			<b>\$369,586</b>		<b>\$139,000</b>	<b>\$1,304,614</b>
<b>** INDIRECT COSTS</b>														
<b>TOTAL PROGRAM COSTS</b>	<b>\$256,421</b>	<b>\$50,000</b>	<b>\$116,498</b>	<b>\$440,740</b>		<b>\$205,000</b>		<b>\$99,227</b>		<b>\$100,000</b>	<b>\$461,466</b>		<b>\$163,000</b>	<b>\$1,892,352</b>

Except as expressly modified in this Amendment, the terms and conditions of Agreement Number AA-COA-S4S-2324 shall remain in full force.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be fully executed by their authorized representatives.

This Amendment shall be effective on and as of the date of the last signature.

CONTRACTOR

COUNTY OF SONOMA

Council on Aaina Services for Seniors

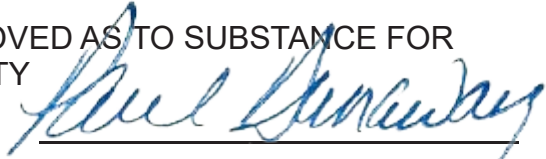
By:   
Name: Marianne McBride  
Title: President & CEO

By: \_\_\_\_\_  
Name: Angela Struckmann  
Title: Director, Human Services  
Department

Date: 3/27/2024

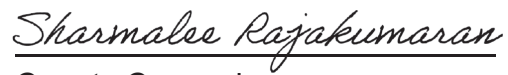
Date: \_\_\_\_\_

APPROVED AS TO SUBSTANCE FOR  
COUNTY

By:   
Name: Paul Dunaway  
Title: Director, Adult & Aging Services  
Division

EXEMPT FROM COUNTY COUNSEL  
REVIEW

APPROVED AS TO FORM FOR COUNTY

By:   
County Counsel

CERTIFICATES OF INSURANCE ON FILE  
WITH COUNTY

INSURANCE REQUIREMENT CHANGES  
APPROVED, WAIVED, OR EXEMPTED  
BY RISK MANAGEMENT

By: 