

**Council on Aging Services for Senior
Amendment Number 2**

to the Agreement to Provide
SERVICES FOR SENIORS

Funding Amount: **\$1,866,665.00**

Term: **07/01/2021 to 06/30/2022**

Agreement Number: AA-COA-S4S-2122

This Amendment Number 2 ("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, (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 Three Hundred Fifteen Thousand Eight Hundred Twenty-Seven Dollars (\$315,827.00), for a new total of One Million, Eight Hundred Sixty-Six Thousand, Six Hundred Sixty-Five Dollars (\$1,866,665.00); and
2. Revise Exhibit A-3, Scope of Work – Congregate Meals to update geographic service area(s) and replace table in Section 4, Location of Services;
3. Revise Exhibit A-4, Scope of Work – Home Delivered Meals to update funding source and add Section 7.6, Consolidated Appropriations Act (CAA) Title III C-2 Reporting Requirements;
4. In Exhibit B, Fiscal Provisions/Budgets, replace Section 8, Funding Allocation Summary, and replace Line Item Budgets in Section 9.3 and 9.4 for Congregate Meals and Home Delivered Meals, respectively.

RECITALS

WHEREAS, County and Contractor entered into that certain Agreement, dated July 1, 2021, for adult day care, case management congregate meals, home delivered meals, and related services; and

WHEREAS, County and Contractor desire to amend the Agreement to revise the scopes of work and provide adjustments and additional funding for congregate meals and home delivered meals,

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, Eight Hundred Sixty-Six Thousand, Six Hundred Sixty-Five Dollars (\$1,866,665.00), 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.

Exhibit A-3: Scope of Work
Congregate Meals

TIME FRAME: 07/01/21 - 06/30/22 FUNDING: Title III C-1 - Older Americans Act
GEOGRAPHIC SERVICE AREA(S): Cloverdale, Cotati, Healdsburg, Rohnert Park, Santa Rosa, Sonoma, Windsor

4. Location of Services:

LOCATION	ADDRESS	HOURS OF OPERATION
Cloverdale	Kings Valley Senior Apts. 100 Kings Circle.	TBD
Cotati	Charles Street Village 42 Charles St.	Wednesdays 12:00pm – 1:00pm
Healdsburg	Fitch Mountain Senior Apts. 710 S Fitch Mountain Rd.	Tuesdays 12:00pm – 1:00pm
Rohnert Park	Rohnert Park Senior Center 6800 Hunter Drive	Monday – Friday at 11:30AM
Santa Rosa	Monroe Hall 1400 W. College Ave.	Fridays 11:30am – 12:30pm
Santa Rosa	Steele Lane Community Center 415 Steele Ln.	Mondays 12:45pm – 1:45pm
Santa Rosa	Silvercrest Senior Center 1050 Third Street	Fridays 11:00am – 12:00pm
Sonoma (West)	Oak Ridge Senior Apartments 18800 Beatrice Dr.	Tuesdays 12:00pm – 1:00pm
Sonoma (East)	Village Green Senior Apartments 650 4 th St. West	Thursdays 12:00pm – 1:00pm
Windsor	Bell Manor Apartments 8780 Bell Rd.	Wednesdays 12:00pm – 1:00pm

Exhibit A-4: Scope of Work

Home Delivered Meals

TIME FRAME: 07/01/21 - 06/30/22 FUNDING: Title III C-2 - Older Americans Act & Consolidated Appropriations Act

GEOGRAPHIC SERVICE AREA(S): Cazadero, Cloverdale, Cotati, Duncans Mills, Forestville, Fulton, Geyserville, Graton, Guerneville, Healdsburg, Monte Rio, Occidental, Rio Nido, Rohnert Park, Santa Rosa, Sebastopol, Sonoma Valley, Windsor

7. Reporting Units of Service:

7.6. Consolidated Appropriations Act (CAA) Title III C-2 Reporting Requirements:

7.6.1 Contractor shall:

- track the number of units of service provided and the number of people served; and
- submit this data to AAA in the Supplemental Reporting Form provided.

7.6.2 Data related to the Consolidated Appropriations Act Title III C-2 shall not be submitted nor reported into WellSky.

7.6.3 CAA Reports are due by the fifteenth of each month for activities of the previous month, i.e. activities occurring in January will be reported by February 15.

Exhibit B: Fiscal Provisions/Budget

8. Funding Allocation Summary.

Program	ALN#	Area Agency on Aging (AAA) Funds									Local Funds			FY 21/22 Baseline	FY 21/22 Adjustment	Federal Nutrition Total	State Nutrition Total	Nutrition NSIP Total	Local and CAA Funds	Total FY 21/22 Contract	Amendment 2 Changes
		Federal	Federal Baseline Adjustment	One-Time-Only (OTO)	Nutrition Services (NSIP)	Nutrition (NSIP) Baseline Adjustment	State General Fund	State General Fund Adjustment	State Baseline Adjustment	CAA Funding (Consolidated Appropriations Act)	OTO County General Fund	Re-Alignment									
Adult Day Care	93.044	\$75,000	\$41,094	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000	\$41,094	\$0	\$0	\$0	\$0	\$0	\$116,094	
Case Management	93.044	\$105,755	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,755	\$0	\$0	\$0	\$0	\$0	\$0	\$105,755	
Congregate Meals	93.045	\$185,584	\$21,219	\$0	\$21,129	\$5,380	\$111,133	-\$129	\$0	\$0	\$0	\$51,731	\$317,846	\$26,470	\$206,803	\$111,004	\$26,509	\$51,731	\$396,047	\$5,355	
Home Delivered Meals	93.053	\$278,929	\$46,805	\$0	\$106,615	\$9,883	\$201,809	\$123,494	\$0	\$177,010	\$205,000	\$99,227	\$587,350	\$180,182	\$325,731	\$325,303	\$116,498	\$481,237	\$1,248,769	\$310,472	
TOTAL		\$645,269	\$109,118	\$0	\$127,744	\$15,263	\$312,942	\$123,365	\$0	\$177,010	\$205,000	\$150,958	\$1,085,951	\$247,746	\$532,534	\$436,307	\$143,007	\$532,968	\$1,866,666	\$315,827	
Amendment 2 Changes			\$188		-\$17,295	\$32,558	\$228,025	-\$104,660		\$177,010										\$315,827	\$315,827

9. Budgets.

9.3. Title III C-1 – Congregate Meals

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	NSIP	STATE	Local Funds	MATCH		NON-MATCH		PROGRAM INCOME	TOTAL
					CASH	IN-KIND	CASH	IN-KIND		
PERSONNEL										
Salaries	205,121					40,000		60,000		305,121
Benefits	1,682			19,244				29,017		49,943
TOTAL PERSONNEL	\$206,803			\$19,244		\$40,000		\$29,017		\$355,064
TRAVEL & TRAINING										
Staff Travel									2,000	2,000
Staff Training									1,500	1,500
TOTAL TRAVEL & TRAINING									\$3,500	\$3,500
EQUIPMENT										
Expendable Equipment									1,200	1,200
Non-expendable Equipment										
TOTAL EQUIPMENT									\$1,200	\$1,200
FOOD										
Catered meals		26,509	111,004	32,487						170,000
Raw Food										
TOTAL FOOD		\$26,509	\$111,004	\$32,487						\$170,000
CONSULTANTS								\$2,000		\$2,000
OTHER COSTS:										
Rent									5,500	5,500
Communications									1,100	1,100
Utilities									800	800
Office Supplies									2,000	2,000
Printing									100	100
Postage									500	500
Employee Screening/Testing									500	500
Repairs & Maintenance									1,000	1,000
Equipment Maintenance									1,500	1,500
Food Service Supply									2,000	2,000
Outreach/Advertising										
Depreciation									3,000	3,000
Outside Services								3,998	6,400	10,398
Vehicle Operation									13,800	13,800
Publications/Members									100	100
Other										
TOTAL OTHER COSTS								\$3,998	\$38,300	\$42,298
** INDIRECT COSTS										
TOTAL PROGRAM COSTS	\$206,803	\$26,509	\$111,004	\$51,731		\$40,000		\$35,015	\$60,000	\$43,000

9.4. Title III C-2 – Home Delivered Meals

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	NSIP	STATE	CAA	Local Funds	MATCH		NON-MATCH		PROGRAM INCOME	TOTAL
						CASH	IN-KIND	CASH	IN-KIND		
PERSONNEL											
Salaries	275,009				32,690		85,000				392,699
Benefits					76,804						76,804
TOTAL PERSONNEL	\$275,009				\$109,494		\$85,000				\$469,503
TRAVEL & TRAINING											
Staff Travel									17,000		17,000
Staff Training					40,266						40,266
TOTAL TRAVEL & TRAINING					\$40,266				\$17,000		\$57,266
EQUIPMENT											
Expendable Equipment									10,500		10,500
Non-expendable Equipment											
TOTAL EQUIPMENT									\$10,500		\$10,500
FOOD											
Catered meals	46,721	116,499	325,303	177,010	154,467						820,000
Raw food											
TOTAL FOOD	\$46,721	\$116,499	\$325,303	\$177,010	\$154,467						\$820,000
CONSULTANTS	\$4,000										\$4,000
OTHER COSTS:											
Rent									4,500		4,500
Communications									5,500		5,500
Utilities									6,500		6,500
Office Supplies									15,200		15,200
Printing									4,000		4,000
Postage									7,000		7,000
Employee Screening/Testing									2,500		2,500
Repairs & Maintenance									10,000		10,000
Outreach/Advertising									500		500
Outside Services								30,000			30,000
Vehicle expense								67,500			67,500
Publications/Memberships									1,200		1,200
Tax and License									500		500
Depreciation									15,400		15,400
Bank charges									3,000		3,000
Program Supply Expense								5,800		54,200	60,000
Equipment maintenance									2,500		2,500
Other											
TOTAL OTHER COSTS								\$103,300		\$132,500	\$235,800
** INDIRECT COSTS											
TOTAL PROGRAM COSTS	\$325,730	\$116,499	\$325,303	\$177,010	\$304,227		\$85,000	\$103,300		\$160,000	\$1,597,069

Except as expressly modified in this Amendment, the terms and conditions of Agreement Number AA-COA-S4S-2122 and Amendment 1 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 Aging Services for Seniors

By: 
Name: Marianne McBride
Title: President & CEO
Date: 1/31//2022

By: _____
Name: Angela Struckmann
Title: Director, Human Services
Department
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 OR WAIVED BY RISK
MANAGEMENT

By: 