

**Petaluma People Services Center
Amendment Number 2**

to the Agreement to Provide

SERVICES FOR SENIORS

Funding Amount: **\$401,443.00**

Term: **07/01/2020 to 06/30/2021**

Agreement Number: AA-PPSC-S4S-2021

This Amendment Number 2 ("Amendment") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and Petaluma People Services Center, 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 Seven Thousand Four Hundred Ninety-Five Dollars (\$7,495.00), for a new total of Four Hundred One Thousand Four Hundred Forty-Three Dollars (\$401,443.00); and
2. Replace Section 8, Funding Allocation Summary and the line item budgets in Section 9.3, Title III C-1 – Congregate Meals and Section 9.4, Title III C-2 – Home Delivered Meals in Exhibit B, Fiscal Provisions/Budgets.

R E C I T A L S

WHEREAS, County and Contractor entered into that certain Agreement, dated July 1, 2020, for adult day care, case management, congregate meals, home delivered meals, transportation and related services for seniors; and

WHEREAS, County and Contractor desire to amend the Agreement to add funding from federal baseline adjustments and one-time-only allocations for meal services;

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 Four Hundred One Thousand Four Hundred Forty-Three Dollars (\$401,443.00), 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 B: Fiscal Provisions/Budgets

8. Funding Allocation Summary.

Program	CFDA#	Area Agency on Aging (AAA) Funds							Local Funds		FY 20/21 Baseline	FY 20/21 Adjustment	Total FY 20/21 Contract
		Federal	Federal Baseline Adjustment	One-Time- Only (OTO)	Nutrition Services (NSIP)	Nutrition (NSIP) Baseline Adjustment	State	State Baseline Adjustment	General Fund	Re- Alignment			
Adult Day Care	93.044	\$28,508	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,508	\$0	\$28,508
Case Management	93.044	\$37,489	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,489	\$0	\$37,489
Congregate Meals	93.045	\$46,026	\$3,313	\$2,262	\$7,677	\$0	\$40,223	\$0	\$0	\$0	\$93,926	\$5,575	\$99,501
Home Delivered Meals	93.045	\$49,014	\$470	\$1,450	\$18,171	\$0	\$52,840	\$0	\$100,000	\$0	\$120,025	\$101,920	\$221,945
Transportation Services	93.044	\$13,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,000	\$0	\$13,000
Mobility Management & Education	93.044	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$1,000
TOTAL		\$175,037	\$3,783	\$3,712	\$25,848	\$0	\$93,063	\$0	\$100,000	\$0	\$293,948	\$107,495	\$401,443
Amendment 2 Changes			\$3,783	\$3,712							total increase=		\$7,495

NSIP - Nutrition Services Incentive Program

9. Budgets.

9.3. Title III C-1 – Congregate Meals

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	MATCH		STATE	NSIP	NON-MATCH			PROGRAM INCOME	TOTAL
		CASH	IN-KIND			CASH	IN-KIND	COUNTY GEN FUND		
Salaries	13,647	22,580	52,000	20,823					10,000	119,050
Benefits				19,400					2,000	21,400
TOTAL PERSONNEL	\$13,647	\$22,580	\$52,000	\$40,223					\$12,000	\$140,450
Staff Travel										
Staff Training										
TOTAL TRAVEL & TRNG.										
Expendable Equipment										
Non-expendable Equipment										
TOTAL EQUIPMENT										
Catered Meals										
Raw Food	37,954	5,000			7,677				3,400	54,031
TOTAL MEALS	\$37,954	\$5,000			\$7,677				\$3,400	\$54,031
CONSULTANTS										
Rent/Bldg. Maintenance		5,900								5,900
Communications		750								750
Utilities		5,200								5,200
Office Supplies		400								400
Food Service Supplies		1,150								1,150
Printing		250								250
Postage		70								70
Employee Recruitment/Screening										
Repairs & Maintenance		4,000								4,000
Vehicle Operation		900								900
Outreach/Advertising			1,000							1,000
Outside Services										
Insurance		580								580
Publications/Members.		1,000								1,000
Other: Audit/Outside Professional										
TOTAL OTHER COSTS		\$20,200	\$1,000							\$21,200
* INDIRECT COSTS										
TOTAL PROGRAM COSTS	\$51,601	\$47,780	\$53,000	\$40,223	\$7,677				\$15,400	\$215,681

9.4. Title III C-2 – Home Delivered Meals

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	MATCH		STATE	NSIP	NON-MATCH		PROGRAM INCOME	TOTAL
		CASH	IN-KIND			COUNTY GEN FUND	IN-KIND		
Salaries	27,574	8,496	82,000	52,840				9,000	179,910
Benefits	21,440	7,790						3,000	32,230
TOTAL PERSONNEL	\$49,014	\$16,286	\$82,000	\$52,840				\$12,000	\$212,140
Staff Travel		220							220
Staff Training		130							130
TOTAL TRAVEL & TRNG.		350							\$350
Expendable Equipment									
Non-expendable Equipment									
TOTAL EQUIPMENT									
Catered Meals									
Raw Food	1,920				18,171	100,000		25,000	145,091
TOTAL MEALS	\$1,920				\$18,171	\$100,000		\$25,000	\$145,091
CONSULTANTS		1,850							\$1,850
Rent/Bldg. Maintenance		4,000							4,000
Communications		1,350							1,350
Utilities		8,000							8,000
Office Supplies		650							650
Food Service Supplies		25,000							25,000
Printing		400							400
Postage		100							100
Employee Recruitment/Screening									
Repairs & Maintenance		4,100							4,100
Vehicle Operation		1,300							1,300
Outreach/Advertising			1,000						1,000
Outside Services									
Insurance		1,300							1,300
Publications/Members.		50							50
Other: Audit / Outside Professional		800							800
TOTAL OTHER COSTS		\$47,050	\$1,000						\$48,050
* INDIRECT COSTS									
TOTAL PROGRAM COSTS	\$50,934	\$65,536	\$83,000	\$52,840	\$18,171	\$100,000		\$37,000	\$407,481

Except as expressly modified in this Amendment, the terms and conditions of Agreement Number AA-PPSC-S4S-2021 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

Petaluma People Services Center

By: Elece Hempel

Name: Elece Hempel

Title: Executive Director

Date: March 19, 2021

COUNTY OF SONOMA

By: _____

Name: Angela Struckmann

Title: Director, Human Services
Department

Date: _____

APPROVED AS TO SUBSTANCE FOR
COUNTY

By: Paul Dunaway

Name: Paul Dunaway

Title: Director, Adult & Aging Services
Division

☐ EXEMPT FROM COUNTY COUNSEL
REVIEW

APPROVED AS TO FORM FOR COUNTY

By: Phyllis Gallagher

County Counsel

☒ CERTIFICATES OF INSURANCE ON FILE
WITH COUNTY

☐ INSURANCE REQUIREMENT CHANGES
APPROVED OR WAIVED BY RISK
MANAGEMENT

By: J. Sabbag