

**Council on Aging Services for Senior
Amendment Number 1**

to the Agreement to Provide
SERVICES FOR SENIORS

Funding Amount: **\$1,550,838.00**

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

Agreement Number: AA-COA-S4S-2122

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, (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 Four Hundred Forty-Seven Thousand Five Hundred Ninety-Three Dollars (\$447,593.00), for a new total of One Million Five Hundred Fifty Thousand Eight Hundred Thirty-Eight Dollars (\$1,550,838.00); and
2. Replace Section 3.9. and Section 4. in Exhibit A-3: Scope of Work, Congregate Meals, regarding scheduling at congregate meal sites; and
3. Replace Section 8. Funding Allocation Summary and the line item budgets in Section 9.1. Title III B – Adult Day Care, 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, 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 make adjustments to the Scope of Work and allocations and to provide additional funding for adult day care, 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 Five Hundred Fifty Thousand Eight Hundred Thirty-Eight Dollars (\$1,550,838.00), 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

3.9. Provide meals at least five days per week throughout the service area, but not necessarily five (5) days per week at each site. Meals should be “hot meals” providing one-third (1/3) of the Dietary Reference Intake (DRI) to program participants. Contractor will provide service at least two times a week per site with flexibility allowed if approved by the County AAA to be less or more frequently.

4. Location of Services:

LOCATION	ADDRESS
Cloverdale	Kings Valley Senior Apartments 100 Kings Circle
Cotati	Charles Street Village 42 Charles St.
**Guerneville	Russian River Community Center 15010 Armstrong Woods Road
Healdsburg	Fitch Mountain Senior Apartments 710 S. Fitch Mountain Rd.
**Occidental	St. Phillip's Church 3770 Bohemian Highway
Rohnert Park	Rohnert Park Senior Center 6800 Hunter Drive
Santa Rosa	Monroe Hall 1400 W. College Ave.
Santa Rosa	Steele Lane Community Center 415 Steele Ln.
Santa Rosa	Silvercrest Senior Apartments 1050 Third Street
Sonoma (West)	Oak Ridge Senior Apartments 18800 Beatrice Dr.
Sonoma (East)	Village Green Senior Apartments 650 4 th St. West
Windsor	Bell Manor Apartments 8780 Bell Rd.

*** = Congregate Site Management provided by West County Community Services (WCCS)*

Exhibit B: Fiscal Provisions/Budgets

8. Funding Allocation Summary.

Program	ALN#	Area Agency on Aging (AAA) Funds								Local Funds		FY 21/22 Baseline Update	FY 21/22 Adjustment	Federal Nutrition Total	State Nutrition Total	Nutrition NSIP Total	Local Funds	Total FY 21/22 Contract	Amendment 1 Changes
		Federal	Federal Baseline Adjustment	One-Time- Only (OTO)	Nutrition Services (NSIP)	Nutrition (NSIP) Baseline Adjustment	State General Fund	State General Fund Augmentation	State Baseline Adjustment	OTO County General Fund	Re- Alignment								
Adult Day Care	93.044	\$75,000	\$41,094	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000	\$41,094	\$116,094	\$0	\$0	\$0	\$116,094	\$41,094
Case Management	93.044	\$105,755	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,755	\$0	\$105,755	\$0	\$0	\$0	\$105,755	\$0
Congregate Meals	93.045	\$185,584	\$21,115	\$0	\$24,890	-\$3,761	\$39,665	\$71,468	\$0	\$0	\$51,731	\$321,607	\$69,085	\$206,699	\$111,133	\$21,129	\$51,731	\$390,692	\$69,085
Home Delivered Meals	93.045	\$278,926	\$46,721	\$0	\$120,149	-\$13,534	\$45,252	\$156,557	\$0	\$205,000	\$99,227	\$600,883	\$337,414	\$325,647	\$201,809	\$106,615	\$304,227	\$938,297	\$337,414
	93.053																		
TOTAL		\$645,265	\$108,930	\$0	\$145,039	-\$17,295	\$84,917	\$228,025	\$0	\$205,000	\$150,958	\$1,103,245	\$447,593	\$754,195	\$312,942	\$127,744	\$355,958	\$1,550,838	\$447,593
Amendment 1 Changes			\$108,930			-\$17,295				\$205,000	\$150,958							\$447,593	

9. Budgets.

9.1. Title III B – Adult Day Care

LINE ITEMS FOR PROGRAM COST CATEGORIES	AAA FUNDS	MATCH		NON-MATCH		PROGRAM INCOME	TOTAL
		CASH	IN-KIND	CASH	IN-KIND		
PERSONNEL							
Salaries	116,094	20,000			60,000	7,946	204,040
Benefits						18,210	18,210
TOTAL PERSONNEL	\$116,094	\$20,000			\$60,000	\$26,156	\$222,250
TRAVEL & TRAINING							
Staff Travel						500	500
Staff Training						500	500
TOTAL TRAVEL & TRAINING						\$1,000	\$1,000
EQUIPMENT							
Expendable Equipment						200	200
Non-expendable Equipment							
TOTAL EQUIPMENT						\$200	\$200
CONSULTANTS							
OTHER COSTS:							
Rent						10,500	10,500
Communications						750	750
Utilities							
Office Supplies						300	300
Printing							
Postage						250	250
Employee Screening/Testing						200	200
Repairs & Maintenance							
Outreach/Advertising							
Outside Services						200	200
License & Permits						800	800
Program Supplies						12,000	12,000
Catered meals						1,000	1,000
TOTAL OTHER COSTS						\$26,000	\$26,000
** INDIRECT COSTS							
TOTAL PROGRAM COSTS	\$116,094	\$20,000			\$60,000	\$53,356	\$249,450

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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	1,578			13,993			34,372			49,943
TOTAL PERSONNEL	\$206,699			\$13,993		\$40,000	\$34,372	\$60,000		\$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		21,129	111,133	37,738						170,000
Raw Food										
TOTAL FOOD		\$21,129	\$111,133	\$37,738						\$170,000
CONSULTANTS							\$2,000			\$2,000
OTHER COSTS:										
Rent									6,000	6,000
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							3,998		2,000	5,998
Outreach/Advertising										
Depreciation									3,000	3,000
Outside Services									6,400	6,400
Vehicle Operation									13,300	13,300
Publications/Members									100	100
Other										
TOTAL OTHER COSTS							\$3,998		\$38,300	\$42,298
** INDIRECT COSTS										
TOTAL PROGRAM COSTS	\$206,699	\$21,129	\$111,133	\$51,731		\$40,000	\$40,370	\$60,000	\$43,000	\$574,062

9.4. Title III C-2 – Home Delivered 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	278,925					85,000	28,774			392,699
Benefits							76,804			76,804
TOTAL PERSONNEL	\$278,925					\$85,000	\$105,578			\$469,503
TRAVEL & TRAINING										
Staff Travel									18,000	18,000
Staff Training									2,000	2,000
TOTAL TRAVEL & TRAINING									\$20,000	\$20,000
EQUIPMENT										
Expendable Equipment									1,000	1,000
Non-expendable Equipment										
TOTAL EQUIPMENT									\$1,000	\$1,000
FOOD										
Catered meals	46,721	106,615	201,809	304,227			53,597		18,031	731,000
Raw food										
TOTAL FOOD	\$46,721	\$106,615	\$201,809	\$304,227			\$53,597		\$18,031	\$731,000
CONSULTANTS							\$4,000			\$4,000
OTHER COSTS:										
Rent									6,500	6,500
Communications									5,500	5,500
Utilities									3,761	3,761
Office Supplies									6,200	6,200
Printing									500	500
Postage									7,000	7,000
Employee Screening/Testing									1,000	1,000
Repairs & Maintenance									2,000	2,000
Outreach/Advertising									250	250
Outside Services									18,400	18,400
Vehicle expense									45,500	45,500
Publications/Members									1,000	1,000
Tax and License									500	500
Depreciation									15,358	15,358
Bank charges									1,500	1,500
Program Supply Expense									5,000	5,000
Equipment maintenance									1,000	1,000
Other										
TOTAL OTHER COSTS									\$120,969	\$120,969
** INDIRECT COSTS										
TOTAL PROGRAM COSTS	\$325,646	\$106,615	\$201,809	\$304,227		\$85,000	\$163,175		\$160,000	\$1,346,472

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

Council on Aging Services for Seniors

By: 

Name: Marrienne McBride

Title: President & CEO

Date: 8.25.21

COUNTY OF SONOMA

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: Adam Radtke, Deputy
County Counsel

☒ CERTIFICATES OF INSURANCE ON FILE
WITH COUNTY

☐ INSURANCE REQUIREMENT CHANGES
APPROVED OR WAIVED BY RISK
MANAGEMENT

By: 