

**Petaluma People Services Center**  
**Amendment Number 1**  
to the Agreement to Provide  
**SERVICES FOR SENIORS**  
Funding Amount: **\$412,312.00**  
Term: **07/01/2021 to 06/30/2022**  
Agreement Number: AA-PPSC-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 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 One Hundred One Thousand Three Hundred Forty-Four Dollars (\$101,344.00) for a new total of Four Hundred Twelve Thousand Three Hundred Twelve Dollars (\$412,312.00); and
2. Replace Section 8. Funding Allocation Summary and the line item budgets in Section 9.1. Title III B – Adult Day Care, Section 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 services for seniors; and

WHEREAS, County and Contractor desire to amend the Agreement to provide additional funding and adjust for actual funding allocations 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 Four Hundred Twelve Thousand Three Hundred Twelve Dollars (\$412,312.00), 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/Budget

### 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	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	\$39,508	\$10,274	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,508	\$10,274	\$0	\$0	\$0	\$0	\$49,782	\$10,274
Case Management	93.044	\$37,489	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,489	\$0	\$0	\$0	\$0	\$0	\$37,489	\$0
Congregate Meals	93.045 93.053	\$52,761	\$6,324	\$0	\$6,672	\$0	\$12,004	\$21,628	\$0	\$0	\$15,656	\$59,085	\$33,632	\$6,672	\$15,656	\$115,045	\$21,119	\$115,045	\$21,119
Home Delivered Meals	93.045 93.053	\$42,137	\$8,385	\$0	\$24,909	-\$1,506	\$9,381	\$32,457	\$0	\$42,500	\$20,572	\$50,522	\$41,838	\$23,403	\$63,072	\$178,835	\$69,951	\$178,835	\$69,951
Health Promotion	93.043	\$10,161	-\$841	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$841	\$9,320	\$841	\$0	\$0	\$0	\$0	\$10,161	\$0
Transportation Services	93.044	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0
Mobility Management & Education	93.044	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0
<b>Total</b>		<b>\$203,056</b>	<b>\$24,142</b>	<b>\$0</b>	<b>\$31,581</b>	<b>-\$1,506</b>	<b>\$21,385</b>	<b>\$54,085</b>	<b>\$0</b>	<b>\$42,500</b>	<b>\$37,069</b>	<b>\$107,317</b>	<b>\$11,115</b>	<b>\$109,607</b>	<b>\$75,470</b>	<b>\$30,075</b>	<b>\$78,728</b>	<b>\$412,312</b>	
Amendment #1 Changes			\$24,142		-\$861	-\$1,506				\$42,500	\$37,069								\$101,344

NSIP - Nutrition Services Incentive Program

### 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		
<b>PERSONNEL</b>							
Salaries	36,356	1,902	1,000			2,786	42,044
Benefits	3,400	2,600					6,000
<b>TOTAL PERSONNEL</b>	<b>\$39,756</b>	<b>\$4,502</b>	<b>\$1,000</b>			<b>\$2,786</b>	<b>\$48,044</b>
<b>TRAVEL &amp; TRAINING</b>							
Staff Travel							
Staff Training							
<b>TOTAL TRAVEL &amp; TRAINING</b>							
<b>EQUIPMENT</b>							
Expendable Equipment		500					500
Non-expendable Equipment							
<b>TOTAL EQUIPMENT</b>		<b>\$500</b>					<b>\$500</b>
<b>CONSULTANTS</b>							
<b>OTHER COSTS:</b>							
Rent/Bldg. Maintenance	1,000	1,000					2,000
Communications	1,500	1,000					2,500
Utilities	2,500	1,500					4,000
Office Supplies	150	50					200
Printing	100						100
Postage	50						50
Employee Screening/Testing							
Repairs & Maintenance	200	200					400
Outreach/Advertising							
Outside Services							
Insurance		1,400					1,400
Publications/Members		200					200
Other		500					500
<b>TOTAL OTHER COSTS</b>	<b>\$5,500</b>	<b>\$5,850</b>					<b>\$11,350</b>
<b>** INDIRECT COSTS</b>	<b>\$4,526</b>						<b>\$4,526</b>
<b>TOTAL PROGRAM COSTS</b>	<b>\$49,782</b>	<b>\$10,852</b>	<b>\$1,000</b>			<b>\$2,786</b>	<b>\$64,420</b>

### 9.3. Title III C-1 – Congregate Meals

LINE ITEMS FOR	AAA				MATCH		NON-MATCH		PROGRAM	
PROGRAM COST CATEGORIES	FUNDS	NSIP	State	Realignment	CASH	IN-KIND	CASH	IN-KIND	INCOME	TOTAL
<b>PERSONNEL</b>										
Salaries	13,328		33,633		13,076	40,000				100,037
Benefits	11,500				3,500					15,000
<b>TOTAL PERSONNEL</b>	<b>\$24,828</b>		<b>\$33,633</b>		<b>\$16,576</b>	<b>\$40,000</b>				<b>\$115,037</b>
<b>TRAVEL &amp; TRAINING</b>										
Staff Travel	215									215
Staff Training										
<b>TOTAL TRAVEL &amp; TRAINING</b>	<b>\$215</b>									<b>\$215</b>
<b>EQUIPMENT</b>										
Expendable Equipment										
Non-expendable Equipment	500									500
<b>TOTAL EQUIPMENT</b>	<b>\$500</b>									<b>\$500</b>
<b>CONSULTANTS</b>									<b>\$1,250</b>	<b>\$1,250</b>
<b>OTHER COSTS:</b>										
Rent/Bldg. Maintenance	2,000									2,000
Communications	1,750								750	2,500
Utilities	3,000								1,500	4,500
Office Supplies	400									400
Printing	150									150
Postage	100									100
Employee Screening/Testing										
Repairs & Maintenance	2,500								500	3,000
Outreach/Advertising						1,000				1,000
Outside Services	500									500
Insurance	1,750									1,750
Publications/Members	1,500									1,500
Raw Food	9,342	7,533		15,655	15,125				1,000	48,655
Food Supplies	1,500									1,500
Other - Audit	650									650
<b>TOTAL OTHER COSTS</b>	<b>\$25,142</b>	<b>\$7,533</b>		<b>\$15,655</b>	<b>\$15,125</b>	<b>\$1,000</b>			<b>\$3,750</b>	<b>\$68,205</b>
<b>** INDIRECT COSTS</b>	<b>\$8,400</b>									<b>\$8,400</b>
<b>TOTAL PROGRAM COSTS</b>	<b>\$59,085</b>	<b>\$7,533</b>	<b>\$33,633</b>	<b>\$15,655</b>	<b>\$31,701</b>	<b>\$41,000</b>			<b>\$5,000</b>	<b>\$193,607</b>

### 9.4. Title III C-2 – Home Delivered Meals

LINE ITEMS FOR	AAA					MATCH		NON-MATCH		PROGRAM	
PROGRAM COST CATEGORIES	FUNDS	NSIP	State	OTO County Funds	Realignment	CASH	IN-KIND	CASH	IN-KIND	INCOME	TOTAL
<b>PERSONNEL</b>											
Salaries	987	23,403	41,838		7,071	20,277	40,000				133,576
Benefits						24,000					24,000
<b>TOTAL PERSONNEL</b>	<b>\$987</b>	<b>\$23,403</b>	<b>\$41,838</b>		<b>\$7,071</b>	<b>\$44,277</b>	<b>\$40,000</b>				<b>\$157,576</b>
<b>TRAVEL &amp; TRAINING</b>											
Staff Travel	200										200
Staff Training											
<b>TOTAL TRAVEL &amp; TRAINING</b>	<b>\$200</b>										<b>\$200</b>
<b>EQUIPMENT</b>											
Expendable Equipment											
Non-expendable Equipment	1,000										1,000
<b>TOTAL EQUIPMENT</b>	<b>\$1,000</b>										<b>\$1,000</b>
<b>CONSULTANTS</b>											
<b>OTHER COSTS:</b>											
Rent/Bldg. Maintenance	1,000				1,000	1,000					3,000
Communications	1,500					1,000					2,500
Utilities	4,000				2,500	5,000					11,500
Office Supplies	500										500
Printing	125										125
Postage	100										100
Employee Screening/Testing											
Repairs & Maintenance	4,000					3,500					7,500
Outreach/Advertising							1,000				1,000
Outside Services	700										700
Insurance	1,800										1,800
Publications/Members	25										25
Raw Food	10,302			42,500		32,198				45,000	130,000
Food Supplies	5,600				10,000	17,000					32,600
Other	800										800
<b>TOTAL OTHER COSTS</b>	<b>\$30,452</b>			<b>\$42,500</b>	<b>\$13,500</b>	<b>\$59,698</b>	<b>\$1,000</b>			<b>\$45,000</b>	<b>\$192,150</b>
<b>** INDIRECT COSTS</b>	<b>\$17,883</b>										<b>\$17,883</b>
<b>TOTAL PROGRAM COSTS</b>	<b>\$50,522</b>	<b>\$23,403</b>	<b>\$41,838</b>	<b>\$42,500</b>	<b>\$20,571</b>	<b>\$103,975</b>	<b>\$41,000</b>			<b>\$45,000</b>	<b>\$368,809</b>

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

Petaluma People Services Center

By: Elece Hempel  
Name: Elece Hempel  
Title: Executive Director  
Date: 9.7.2021

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: J. Sabbag