# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH ASIAN AMERICAN RECOVERY SERVICES FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this _	day of	, 2002,
by and between the COUNTY OF SAN MATEC	(hereinafter called "County") and	ASIAN
AMERICAN RECOVERY SERVICES (hereina	fter called "Contractor").	

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	COUNTY OF SAN MATEO	
	By:  Jerry Hill, President  Board of Supervisors, County of San Mateo	
	Date:	
ATTEST:		
Clerk of Said Board		
Date:		
	ASIAN AMERICAN RECOVERY SERVICES	3
	By: Leonardo A. Tacata, Jr., Associate Di Name, Title - please print	rector
	Signature Signature	
	Date: January 02, 2002	
	Contractor's Tax I.D. No. 94-3007538	

## COUNTY OF SAN MATEO Departmental Correspondence

Date: December 18, 2001

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1 2 3.	

Priscilla Harris-Morse, Risk Manager

FROM:

Jane Marks, Alcohol and Drug Services

Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT:

Contract Insurance Approval

CONTRACTOR: Asian American Recovery Services

DOES CONTRACTOR TRAVEL? Yes

DUTIES: Provides nonresidential alcohol and drug treatment services.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability _X_ Additional Insured	\$3M			
Automobile Liability	\$1M		. <del></del>	
Professional Liability	S3M_	<u>//</u>		<del></del>
Workers' Compensation No employees	Statutory	<u>/</u>		
Remarks/Comments:			•	

Signature:

Risk Management

Insform.wp

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	CLAIMS MADE X OCCUR				PERSONAL & ADV INJURY	\$	1,000,000
	OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE	\$	1,000,000
 	X PROFESSIONAL				FIRE DAMAGE (Any one fire)	\$	100,000
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	OFFICERS ARE: EXCL	<u> </u>			DISEASE - EACH EMPLOYEE	\$	1,000,000
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	CITY & COUNTY OF	SAN MATEO	EXPIRATION	DATE THEREOF, TH	SCRIBED POLICIES BE CANC E ISSUING COMPANY WILL E THE CERTIFICATE HOLDER N	ENDEA	VOR TO MAIL

ACORD 25 3 (3:93)

BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY

OF ANY AKIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.
AUTHORIZED REPRESENTATIVE
ERNEST BLOOMERED A LANDON

© ACORD CORPORATION 1993

# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH AVALON COUNSELING SERVICES FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and AVALON COUNSELING SERVICES (hereinafter called "Contractor").

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit A for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend introductory paragraph of Exhibit A to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team. Contractor will possess and maintain the appropriate licensure and/or certification required to

provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants", who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit A to add Section V to read as follows:

#### V. <u>DRUG TESTING:</u>

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as the County advises Contractor that the State of California has approved the County of San Mateo's revised SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

# C. <u>SB223 Funded Drug Testing Services Payment Rates:</u> In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug tree.

individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay Contractor in the manner described below:

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

- 4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.
- 5. All other provisions of the original Agreement shall remain in full force and effect.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

		COUNTY OF SAN MATEO
	By:	Jerry Hill, President Board of Supervisors, County of San Mateo
ATTEST:		
Clerk of Said Board		
Date:		•
		AVALON COUNSELING SERVICES
	Ву:	LYN Scott, EXECUTIVE DIRECTOR Name, Title - please print Signature
	Date:	<u>/10/02</u> Contractor's Tax I.D. No. 94-3348957

## COUNTY OF SAN MATEO Departmental Correspondence

Date: December 20, 2001

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Priscilla Harris-Morse, Risk Manager

FROM:

Jane Marks, Alcohol and Drug Services

Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT:

Contract Insurance Approval

CONTRACTOR: Avalon Counseling Services

DOES CONTRACTOR TRAVEL? Not as part of the contract.

DUTIES: Provides nonresidential alcohol and drug counseling services.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability X Additional Insured	<del></del>			
Automobile Liability			_/_	
Professional Liability	_\$3M			. <del></del>
Workers' CompensationXNo employees		· · · · · · · · · · · · · · · · · · ·		
<b>7</b>				

Remarks/Comments:

Counseling services are contracted out.

Signature:

Risk Management

Insform.wp

#### GRANITE STATE INSURANCE CO.

THIS IS A DUAIMS MADE POLICY PLEASE READ CAREFULLY

9/26/01

#### SOCIAL WORKER PROFESSIONAL LIABILITY POLICY

NOTICE: A LOWER LIMIT OF LIABILITY APPLIES TO JUDGMENTS OR SETTLEMENTS WHEN THERE ARE ALLEGATIONS OF SEXUAL

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AUTHORIZED COMPANY REPRESENTATIVE

1932 (7/96) 65933 (7/96) 52133 (3/94). THIS IS NOT A BILL PREMIUM HAS BEEN PAID.

ATTACHED TO THIS POLICY:

# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH EL CENTRO DE LIBERTAD FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this	day of	_, 2002,
by and between the COUNTY OF SAN MATEO (	hereinafter called "County") and EL	CENTRO
DE LIBERTAD (hereinafter called "Contractor").		

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit B for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend the introductory paragraph of Exhibit B to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team. Contractor will possess and maintain the appropriate licensure and/or certification required to

provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit B to add Section VI to read as follows:

#### VI. <u>DRUG TESTING:</u>

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's revised SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

#### C. <u>SB223 Funded Drug Testing Services Payment Rates:</u>

In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay Contractor in the manner described below:

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

- 4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.
- 5. All other provisions of the original Agreement shall remain in full force and effect.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

			COUNTY OF SAN MATEO
		By:	
	·	÷ .	Jerry Hill, President
	• .		Board of Supervisors, County of San Mateo
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		By:	George Borg Executive Pirector Name, Title - please print
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			Signature
	;	Date:	12-27-01
			Contractor's Tax I.D. No. 94-3189174

## COUNTY OF SAN MATEO Departmental Correspondence

Date: June 4, 2001

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FROM:	Jane Marks, Alcoho Fax: 802-6440; Pho			PE	
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Remarks/Co	mments:				
Signature:	Risk Man	La Mu agement	Mel		

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# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH FREE AT LAST FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and FREE AT LAST (hereinafter called "Contractor").

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit B for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend the introductory paragraph of Exhibit B to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team. Contractor will possess and maintain the appropriate licensure and/or certification required to

provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit B to add Section V to read as follows:

#### V. <u>DRUG TESTING:</u>

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's revised SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. Guidelines for drug testing:

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

# C. SB223 Funded Drug Testing Services Payment Rates: In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by

single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay

Contractor in the manner described below:

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

- 4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.
- 5. All other provisions of the original Agreement shall remain in full force and effect.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	COUNTY OF SAN MATEO
	By:  Jerry Hill, President  Board of Supervisors, County of San Mateo
	Date:
ATTEST:	
Clerk of Said Board	
Date:	
	FREE AT LAST
	By: Lenita FIIS - CEO
	Name, Title please print
	Signature
· .	Date: December 20, nool
	Contractor's Tax LD No. 94-3193317

### COUNTY OF SAN MATEO Departmental Correspondence

Date: September 13, 2001

				L. Ospikiosti .	
то:	Priscilla Harris-Mo	orse, Risk Man	iger		
FROM:	lane Marks, Alcoh Fex: 802-6440; Ph			epb	
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Remarks/Camments

Signature:

Risk Management

Insform.wp

IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR

REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

#### Client#: 734 ACORD. CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YY) 09/10/01 THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR PRODUCER Gallagher Heffernan Insurance Brokers, Inc. - CA Lic. #0726293 ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW One Market Spear Twr Ste 200 INSURERS AFFORDING COVERAGE San Francisco, CA 94105 INSURED INSURER A: Travelers Insurance Company Free At Last Community Recovery & Reha INSURER B: 1796 Bay Road INSURER C: East Palo Alto, CA 94303 INSURER D: INSURER E: COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. POLICY EFFECTIVE POLICY EXPIRATION DATE (MM/DD/YY) DATE (MM/DD/YY) POLICY NUMBER LIMITS TYPE OF INSURANCE A GENERAL LIABILITY 660784X7336 09/01/01 | 09/01/02 | EACH OCCURRENCE \$1,000,000 X COMMERCIAL GENERAL LIABILITY 100,000 FIRE DAMAGE (Any one fire) \$ CLAIMS MADE X OCCUR 5,000 MED EXP (Any one person) \$ PERSONAL & ADVINJURY | \$1,000,000 \$2,000,000 GENERAL AGGREGATE PRODUCTS-COMP/OP AGG \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY 8101844W376 09/01/01/09/01/02 AUTOMOBILE LIABILITY COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 X ANY AUTO ALL OWNED AUTOS **BODILY INJURY** (Per person) SCHEDULED AUTOS X | HIRED AUTOS BODILY INJURY S (Per accident) ${ m X}$ ${}^{\dagger}$ non-owned autos PROPERTY DAMAGE (Per accident) GARAGE LIABILITY AUTO ONLY - EA ACCIDENT \$ ANY AUTO EA ACC \$ OTHER THAN AUTO ONLY: AGG S EACH CCCURRENCE EXCESS LIABILITY OCCUR CLAIMS MADE AGGREGATE 4 S DEDUCTIBLE \$ RETENTION : \$ WC STATU-WORKERS COMPENSATION AND **EMPLOYERS' LIABILITY** E.L. EACH ACCIDENT E.L.DISEASE-EAEMPLOYEE \$ E.L. DISEASE-POLICY LIMIT S OTHER DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS County of San Mateo and its respective divisions, officers, agents and employees are included as Additional Insureds per CG2026, attached. CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER: CANCELLATION Ten Day Notice for Non-Payment SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILLENDEAVOR TO MAIL 3.0 DAYS WRIT San Mateo County Drug & Alcohol Services NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL

#M56663 ACORD 25-S (7/97)1 of 2

400 Harbor Blvd., Bldq. B

Belmont, CA 94002

#### ACORD. CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY) 07/10/01

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NSURED
Free At Last Community Recovery & Reha

1796 Bay Road
East Palo Alto, CA 94303

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

#### INSURERS AFFORDING COVERAGE

NEUREHA: AMERICAN Automobile II		
NSURER e: Connecticut Indemnity	Company	
NSURER C:		.,
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NSURER E		

COV	ERAGES		<u> </u>	
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The County Of San Mateo, Its' Officers, Agents, Employees And Legal Representatives Are Included As Additional Insureds
RE: Named-Insured Use/Lease Of The Following Dwellings & Locations For Their Program Operations: (1) California House, 1560 California Street, (See Attached Descriptions)

. ADDITIONAL INSURED: INSURER LETTER

County					
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CERTIFICATE HOLDER

CANCELLATION TOD DOY NOTICE FOR NOD-PAYMENT SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL THOUGHT MAILO 3 0 DAYSWRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT JULICIES INSURED THANKS WERE ENOUGH WAS INDUCTOR OF THE PARTY OF THE PARTY

AUTHORIZED REPRESENTATIVE

#### **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

#### DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH LATINO COMMISSION ON ALCOHOL AND DRUG ABUSE SERVICES OF SAN MATEO COUNTY FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this	day of	, 2002,
by and between the COUNTY OF SAN MATEO (here	einafter called "County") and	LATINO
COMMISSION ON ALCOHOL AND DRUG ABUSE	E SERVICES OF SAN MATI	EO COUNTY
(hereinafter called "Contractor").		

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

		COUNTY OF SAN MATEO
	By:	Jerry Hill, President Board of Supervisors, County of San Mateo
	Date:	
ATTEST:		
Clerk of Said Board		
Date:		
		LATINO COMMISSION ON ALCOHOL AND DRUG ABUSE SERVICES OF SAN MATEO COUNTY
	By:	Executive Administrator
		Name, Title - please print
	Date:	Signature  12 - 20. 01
	<b></b>	Contractor's Tax I.D. No94-3149136

## COUNTY OF SAN MATEO Departmental Correspondence

Date: September 27, 2001

TO	
3 6 9	•

Priscilla Harris-Morse, Risk Manager

FROM:

Jane Marks, Alcohol and Drug Services

Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT:

Contract Insurance Approval

CONTRACTOR: Latine Commission on Alcohol and Drug Abuse of San Mateo County

DOES CONTRACTOR TRAVEL?

IF YES, WHAT PERCENT OF CONTRACTED

Yes

TIME?

#### DUTIES:

Provide residential alcohol and drug treatment services to men and women.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability  X Additional Insured	_\$1M_			
Automobile Liability				
Professional Liability	\$1M		<i></i>	·
Workers' Compensation No employees	Statutory			
T \( \( \) - \( \)				•

Remarks/Comments:

Signature:

Dick Management

Insform.wp

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INSU	RED		INSURER A: NOI	profits In	s Alliance Of C	ž
Lat	ino Commission on Al	.cohol & Drug	INSURER B: STA	ATE FUND WO	RKERS COMPENSAT	ION
301	Grand Avenue, #301		INSURER C: FII	DELITY & DE	POSIT COMPANY	
		•	INSURER D:			
Sou	th San Francisco CA	94080	INSURER E:			
COV	/ERAGES					
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TH	DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS THE COUNTY OF SAN MATEO, ITS OFFICIALS, OFFICERS, AGENTS, AND EMPLOYEES ARE NAMED AS ADDITIONAL INSURED AS A FUNDING SOURCE FOR THE ACTIVITIES OF THE INSURED UNDER THIS AGREEMENT					
CF	RTIFICATE HOLDER X ADI	DITIONAL INSURED: INSURER LETTER: A	CANCELLAT	ION	<del> </del>	
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ACORD 25-S (7/97) M<sub>TM</sub>- INS025S (9910)

ELECTRONIC LASER FORMS, INC. - (800/327-0545

POLICY NUMBER: 2001-04560

POLICY TYPE:LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED---DESIGNATED PERSON OR ORGANIZATION: THE COUNTY OF SAN MATEO

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

**POLICY TYPE:LIABILITY** 

SCHEDULE:10/02/2001 - 10/02/2002

NAME OF PERSON OR ORGANIZATION: THE COUNTY OF SAN MATEO

ADDITIONAL WORDING IF NECESSARY: THE COUNTY OF SAN MATEO, ITS OFFICIALS, OFFICERS, AGENTS, AND EMPLOYEES ARE NAMED AS ADDITIONAL INSURED AS A FUNDING SOURCE FOR THE ACTIVITIES OF THE INSURED UNDER THIS AGREEMENT

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as insured the person or organization shown in the Schedule as an insured but only with respect to liability arising out of your operations or premises owned by or rented to you.

Copyright, Insurance services Office, Inc. 1984

# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH PROJECT NINETY, INC. FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and PROJECT NINETY, INC. (hereinafter called "Contractor").

#### **WITNESSETH**

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit B for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend the introductory paragraph of Exhibit B to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team. Contractor will possess and maintain the appropriate licensure and/or certification required to

provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit B to add Section V to read as follows:

#### V. DRUG TESTING:

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's revised SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

#### C. SB223 Funded Drug Testing Services Payment Rates:

In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay Contractor in the manner described below:

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	COUNTY OF SAN MATEO
ATTEST:	By:  Jerry Hill, President  Board of Supervisors, County of San Mateo  Date:
Clerk of Said Board  Date:	
	PROJECT NINETY, INC.
	By: James Stansberry  Name, Title - please print  Signature  Date: Decarber 28, 2001
	Contractor's Tay I D. No. 23-7398688

1P90ffs.wpd

# COUNTY OF SAN MATEO Departmental Correspondence

Date: July 9, 2001

TO: Priscilla Harris-Mors	e, Risk Mana	gei		
FROM: Jane Marks, Alcohol Fax: 802-6440; Phon	. •		PE	
SUBJECT: Contract Insurance A				
CONTRACTOR: Project Ninety, In DOES CONTRACTOR TRAVEL?  DUTIES: Provide residential alcohol and drug	IF YES, TIME?	WHAT PERCI		
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Remarks/Comments: This is a renewal certificate				
Signature: Punula N	Nonse			
Risk Manae	ement			

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County of San Mateo Alcohol and Drup Program 400 Harbor Elvé, Belmont, CA 94002

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BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO DELIGATION OR LIABILITY OF ANY KIND UPO!! THE COMPANY, ITS ABENTS ON REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Peter Kelly/MIKIE

# FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH PYRAMID ALTERNATIVES FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and PYRAMID ALTERNATIVES (hereinafter called "Contractor").

#### **WITNESSETH**

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit B for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend the introductory paragraph of Exhibit B to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team. Contractor will possess and maintain the appropriate licensure and/or certification required to

provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit B to add Section V to read as follows:

#### V. DRUG TESTING:

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's revised SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

## C. <u>SB223 Funded Drug Testing Services Payment Rates:</u> In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services

services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay Contractor in the manner described below:

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of August 7, 2001 be amended accordingly.

costs only.

- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	COUNTY OF SAN MATEO	
·	By:  Jerry Hill, President  Board of Supervisors, County of San Mateo	
	Date:	
ATTEST:		
Clerk of Said Board		
Date:		
	By: Signature  Date: PYRAMID ALTERNATIVES  Signature  Date: PYRAMID ALTERNATIVES  EXECUTIVE I  Signature  12-18-01	Nieder - -
	Contractor's Tax I.D. No. 94-2251653	

## COUNTY OF SAN MATEO Departmental Correspondence

Date: March 14, 2001

TO: Prisoille frams-Mon	se, kusk Mana	<u> </u>	<i>;</i>	
FROM: Jane Marks, Alcohol Fax: 802-6440; Phon	_		PE	
SUBJECT: Contract Insurance !	pproval			
CONTRACTOR: Pyramid Alternat	ives			
DOES CONTRACTOR TRAVELS Yes	F YES, TIME?	WHAT PERC	ent of co	NIRACTED
DUTIES: Provides nonresidential alcohol and	i drug neatmer	it services.		
INSURANCE COVERAGE:	Amount	Approve.	Waive	Modify
Comprehensive Liebility <u>X</u> Additional Insured		×		<del></del>
Automobile Liability	MIZ	X		
Professional Liability	\$3M	$\frac{1}{\times}$		<u> </u>
Workers' Compensation No employees	Statutory	× ×		
Remarks/Comments:				
		M		
Signature: Risk Manage	In the second	May	S 2my S	>
Insform wp	garan analuku			
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#### DF MSJRANCE W. L. \_.C=G+!!!!!IL THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION PRODUCER ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE ERNEST BLOOMFIELD & ASSOCIATES HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR REHABILITATION & RECOVERY INSURANCE AGENCY, INC. ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOV 22 BATTERY STREET, SUITE 503 COMPANIES AFFORDING COVERAGE SAN FRANCISCO, CA. 94111 COMPANY FRONTIER PAGIFIC INSURANCE COMPANY Α INSURED COMPANY PYRAMID.ALTERNATIVES B 480 MANOR PLAZA PACIFICA, CA. 94044 COMPANY C COMPANY D ng-En.#Et THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. POLICY EFFECTIVE POLICY EXPIRATION LIMITS TYPE OF INSURANCE POLICY NUMBER DATE (MM/DD/YY) DATE (MM/DD/Y) GENERAL AGGREGATE 3,000,000 GENERAL LIABILITY 02-27-2002 PRODUCTS - COMPIOP AGG \$ COMMERCIAL GENERAL LIABILITY | P200002919-03 02-27-01 INCLUDED 5 CLAIMS MADE | X COCUR PERSONAL & ADVINJURY 1,000,000 EACH OCCURRENCE 5 1,000,000 OWNER'S & CONTRACTOR'S PROT FIRE DAMAGE (Any one fire) 100,000 MED EXP (Any one person) 5 5.000 AUTOMOBILE LIABILITY COMBINED SINGLE LIMIT 4,000,000 02-27-01 02-27-2002 P200002919 03 Δ OTUA YNA ALL OWNED AUTOS BODILY INJURY (Per person) SCHEDULED AUTOS Х HIRED AUTOS BODILY INJURY 3 (Per accident) Х NON-DWNED AUTOS PROPERTY DAMAGE AUTO DNLY - EA ACCIDENT GARAGE LIABILITY OTHER THAN AUTO ONLY: ANY AUTO EACH ACCIDENT | \$ AGGREGATE EACH OCCURRENCE 5 EXCESS LIABILITY AGGREGÄTE 3 LIMBRELLA FORM 3 OTHER THAN UMBRELLA FORM STATUTORY LIMITS WORKER'S COMPENSATION AND EACH ACCIDENT 5 EMPLOYERS' LIABILITY DISEASE - POLICY LIMIT THE PROPRIETOR! INCL PARTNERS/EXECUTIVE DISEASE - EACH EMPLOYEE S EXC DFFICERS ARE: OTHER 02-27-2002 02-27-01 \$3.000.000 AGGREGATE PROFESSIONAL LIABILITY 0200001292-04 \$1,000,000 EACH OCCURRENCE DESCRIPTION OF OPERATIONS/LCCATIONS/VEHICLES/SPECIAL ITEMS THE CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS THEIR INTEREST MAY APPEAR AS A FUNDING SOURCE FOR THE INSURED PER FORM CG 20 26 11 85 ATTACHED TO THE POLICY. acricelletter: CELTIFICATE ACTORE SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL SAN MATEO COUNTY, ITS OFFICERS, AGENTS AND 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, EMPLOYEES C/O HUMAN SERVICES AGENCY

DRUG AND ALCOHOL PROGRAM

BELMONT, CA. 94002

400 HARBOR BOULEVARD, BUILDING C

30 DAYS WRITTEN NOTICE TO THE GERTIFICATE HOLDER NAMED TO THE LEFT,
BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO DELIGATION OR LIABILITY
OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES
AUTHORIZED REPRESENTATIVE

#### POLICY FORMS & ENDORSEMENTS

## THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY. CG 20 26 11 85

## ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following: P200002919-03

#### COMMERCIAL GENERAL LIABILITY COVERAGE PART

#### SCHEDULE

#### Name of Person or Organization:

The Certificate Holder named on the attached Certificate of Insurance is named as an Additional Insured per list of file with insurance Companies.

(If no entry appears above, the information required to complete this endorsement will be snown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization show in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you.

- 1. The Additional insured scheduled above includes the Additional insureds Officials, Agents, Employees and Volunteers.
- 2. The insurance afforded by this policy shall not be cancelled except after thirty days (or ten days for non-payment of premium) written notice has been given to the Additional Insured scheduled above.
- It is agreed that such insurance afforded by this policy(ies) for the benefit of the additional insured(s) shall be primary & non-contributing, but only insofar as respects to work performed by the insured for the Additional Insured..

## FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH RECOVERY CONCEPTS FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this	day of	, 2002,
by and between the COUNTY OF SAN MATEO (herein	nafter called "County") an	nd RECOVERY
CONCEPTS (hereinafter called "Contractor").		

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit A for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend introductory paragraph of Exhibit A to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team.

Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit A to add Section V to read as follows:

#### V. DRUG TESTING:

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.
- C. SB223 Funded Drug Testing Services Payment Rates:
  In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay
  - 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
  - 2. Contractor's monthly itemized bill will include the following:
    - Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
    - b) Total number of staff available hours provided for each month.
    - c) Total amount of the bill for testing services for each month.
  - 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of August 7, 2001 be amended accordingly.

Contractor in the manner described below:

- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

		COUNTY OF SAN MATEO
	By:	Jerry Hill, President Board of Supervisors, County of San Mateo
	Date:	<del></del>
ATTEST:		
	·	
Clerk of Said Board		
Date:		
		RECOVERY CONCEPTS
	By:	GRANT DAVIS DIRECTOR
		Name, Title - please print
		Signature
	Date:	12-19-01
		Contractor's Tax I.D. No. 94-3085929

## COUNTY OF SAN MATEO Departmental Correspondence

Date: Julu 11, 2001

10:	PTISCHIE Marris-Iviol	Se, Risk Mana	201			
FROM:	Jane Marks, Alcoho Fax: 802-6440; Pho			E		
SUBJECT:	Contract Insurance	Approval				
CONTRACT	OR: Recovery Conce	pts				
DOES CON Yes	TRACTOR TRAVE	L? IF TIME?	yes, what p	ERCENT OF	CONTRAC	TEI
DUTIES:						
Provide resid	dential alcohol and dra	ig treatment se	rvices.			
INSURANC	E COVERAGE:	Amount	Approve	Waive	Modify	•
Comprehens	sive Liability Additional Insured	<u>\$2M</u>				
Automobile	Liability	<u>\$1M</u>			<del>47.*********</del>	
Professional	Liability	\$2M_		···	<del></del>	hr .
Workers' Co	ompensation No employees	Statutory				•
Remarks/Co	omments:					

Signature:

Risk Management

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Recovery Conce	Ppts	COMPANY B		1-2-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1
3406 Alameda o Menlo Park	ie las Pulgas CA 94025	SOMPANY D		
(A15) 854-518		COLPAN		
INDICATED, NOTWITHETANDING A CENTIFICATE MAY BE ISOLIED OR	NY REQUIREMENT. TERM OR CONDIT	ion of any contr prided by the pol	act or other di Lidies described	D NAMED ABOVE FOR THE POLICY PERIOD OQUMENT WITH RESPECT TO WHICH THIS HERIEM IS SUBJECT TO ALL THE TERMS, MB.
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X Pro Liability				PREI DAMAGE SANY GROTHIN: 1250,000  PREI DAMAGE SANY GROTHIN: 1250,000  MED EXPR (Any one person) 125,000
A ANY AUTO	DE38-00-006059	07/01/01	07/01/02	
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San Mateo County Human Services Ag 400 Harbor Blvd,	its officers, age named as Additions	30 m 30 m awone a management	HE DATE THEREON WE WOULD BE THE THE THE THE THE THE THE THE THE TH	DESCRIBE FOLICIES BE CARCELLES BEFORE THE THE BROWN COMPANY WILL ENDEAVOE TO MAN. FO THE ENSTHERATE HOUDER MADES TO THE LIFT. HOTICE BRALL MICHOES NO DRUBBATION OF LIABILITY COMPANY OF ASSESSE OF RESPERSIVE TOTAL
400 Karbor Blad, Belmont CA 94002	Building C	22 44	THE THE	THE HOLL HE COMPANY ON DESCRIPTION OF THE STORY OF THE ST



#### P.O. BOX 807, SAN FRANCISCO CA 94101-0807

#### CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

ISSUE DATE: 12-01-01

POLICY NUMBER: 1565381 - 01 CERTIFICATE EXPIRES: 12-01-02

COUNTY OF SAN MATEO HUMAN SERVICES AGENCY 400 HARBOR BLVD BLDG C BELMONT CA 94002

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California Insurance Commissioner to the employer named below for the policy period indicated.

This policy is not subject to cancellation by the Fund except upon 10 days, advance written notice to the employer.

We will also give you 10 days advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of any contract of other document with respect to which this certificate of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

PRESIDENT

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000.00 PER OCCURRENCE

EMPLOYER

LEGAL NAME

RECOVERY CONCEPTS INC 3406 ALAMEDA MENLO PARK CA 94025 RECOVERY CONCEPTS INC

11-20-PRINTED:

P0408

## FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH SERVICE LEAGUE OF SAN MATEO COUNTY FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and SERVICE LEAGUE OF SAN MATEO COUNTY (hereinafter called "Contractor").

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit B for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend the introductory paragraph of Exhibit B to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/ Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team.

Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit B to add Section V to read as follows:

#### V. <u>DRUG TESTING:</u>

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

#### C. SB223 Funded Drug Testing Services Payment Rates:

In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay Contractor in the manner described below:

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	COU	NTY OF SAN MATEO
	Ву:	Jerry Hill, President Board of Supervisors, County of San Mateo
	Date:	
ATTEST:		
Clerk of Said Board		
Date:		
		SERVICE LEAGUE OF SAN MATEO COUNTY
	Ву:	ELIZABETH K. GHELETA, FXE CUTIVE Name, Title - please print DIRECTOR  Signature
	Date:	/2-18-0/ Contractor's Tay I.D. No. 94-16618851

1SvsLgffs.wpd

## COUNTY OF SAN MATEO Departmental Correspondence

Date: November 15, 2001

			•			
TO:	Priscilla Harris-Morse, Risk Manager					
FROM:	Jane Marks, Alcohol Fax: 802-6440; Phon	~		PE		
SUBJECT:	Contract Insurance A	pproval				
CONTRACT	OR: Service League of	f San Mateo Co	ounty			
DOES CONT	RACTOR TRAVEL?	IF YES, TIME?	WHAT PERC	ent of con	TRACTED Yes	
DUTIES: Provide alcoh women with o	ol and drug treatment children.	services (resid	ential and treat	ment readines	s) to women and	
INSURANCE	E COVERAGE:	Amount	Approve	Waive	Modify	
Comprehensi	ve Liability Additional Insured	52 M		<del></del>	<del></del>	
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Workers' Con	npensation No employees	Statutory	<u>i</u>			
Remarks/Con	nments:					

. .

Signature:

Risk Management

Insform.wp

#### ACORD CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YY) 11/13/01 THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION PRODUCER ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE ARCHBOLD & FATHER INS. HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. 505 RAINSVILLE ROAD PETALUMA, CA. 94952 **INSURERS AFFORDING COVERAGE** INSURED SERVICE LEAGUE OF SAN FIRST NATIONAL INS. INSURER A MATEO COUNTY INSURER B 727 MIDDLEFIELD ROAD INSURER C: REDWOOD CITY, CA. 94063 INSURER D INSURER E COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. POLICY EFFECTIVE TYPE OF INSURANCE POLICY NUMBER DATE (MM/DD/YY) DATE (MM/DD/YY) \$1,000,000 EACH OCCURRENCE GENERAL LIABILITY \$200,000 X COMMERCIAL GENERAL LIABILITY FIRE DAMAGE (Any one fire) \$10,000 CLAIMS MADE X OCCUR MED EXP (Any one person) 11-14-01 11-14-02 \$1,000,000 Α CP7750417J PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: PRODUCTS - COMP/OP AGG X POLICY AUTOMOBILE LIABILITY COMBINED SINGLE LIMIT (Ea accident) <sup>5</sup>1,000,000 ANY ALITO ALL OWNED AUTOS BODILY INJURY (Per person) \$ SCHEDULED AUTOS A X BA7750417J 11-14-01 | 11-14-02 HIRED AUTOS BODILY INJURY Х NON-OWNED AUTOS PROPERTY DAMAGE (Per accident) GARAGE LIABILITY AUTO ONLY - EA ACCIDENT ANY AUTO EA ACC \$ OTHER THAN AUTO ONLY: AGG \$ EXCESS LIABILITY EACH OCCURRENCE \$ OCCUR CLAIMS MADE AGGREGATE \$ DEDUCTIBLE s RETENTION \$ WC STATU-TORY LIMITS WORKERS COMPENSATION AND EMPLOYERS' LIABILITY E.L. EACH ACCIDENT 5 E.L. DISEASE - EA EMPLOYEE | \$ E.L. DISEASE - POLICY LIMIT OTHER 11-14-02 1,000,000/OCC. LP7750417H 11-14-01 PROFESSIONAL 2,000,000/AGG. LIABILITY DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

**CERTIFICATE HOLDER** 

X ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

COUNTY OF SAN MATEO
ALCOHOL & DRUG SERVICES
400 HARBOR BLVD., BLDG. C
BELMONT, CA. 94002

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABBLITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Dames & A.

@ ACORD CORPORATION 1988

ACORD 25-S (7/97)

## FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH SITIKE COUNSELING CENTER FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and SITIKE COUNSELING CENTER (hereinafter called "Contractor").

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit B for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

### CHANGE #3: Amend the introductory paragraph of Exhibit B to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team.

Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit B to add Section V to read as follows:

#### V. **DRUG TESTING:**

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. <u>Guidelines for drug testing:</u>

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.
- C. SB223 Funded Drug Testing Services Payment Rates:
  In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay Contractor in the manner described below:
  - 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
  - 2. Contractor's monthly itemized bill will include the following:
    - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
    - b) Total number of staff available hours provided for each month.
    - c) Total amount of the bill for testing services for each month.
  - 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

		COUNTY OF SAN MATEO
	By:	
	•	Jerry Hill, President
		Board of Supervisors, County of San Mateo
·	Date:	
ATTEST:		
		•
Clerk of Said Board		
Date:		
		SITIKE COUNSELING CENTER
	By:	THOUGH CECCATO-EXECUTIVE DIRECTOR
		Name, Title - please print
		Stone GCRSTO
		Signature
	Date:	12-19-01
		Contractor's Tax I.D. No910-3283-9

#### COUNTY OF SAN MATEO Departmental Correspondence

Priscilla Harris-Morse, Risk Manager

Date: June 6, 2001

TO:	Priscilla Harris-Mors	se, Risk Manag	<b>EI</b>		
FROM:	Jane Marks, Alcohol Fax: 802-6440; Phon	and Drug Serv ie: 802-6418; P	rices ony: HSA2021	PE.	
SUBJECT:	Contract Insurance A	approval			
CONTRACT	FOR: Sitike, Inc.				
DOES CON	TRACTOR TRAVEL?	IF YES, TIME?	WHAT PERC	ent of con	TRACTED Y
DUTIES: Provides nor women.	residential alcohol and	l drug treatmen	t services to ac	hilis and preg	nant/parenting
INSURANC	E COVERAGE:	Amount	Approve	Waive	Modify
Comprehens	sive Liability  Additional Insured	\$2M			<del></del>
Automobile	Liability	SIM			
Professional	Liability	<u>\$2M</u>		·	
Workers' Co	ompensation No employees	Statutory	1	<u> </u>	<del></del>
Remarks/Co This is a rea	omments: newal certificate.				
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Risk Management

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GALEN BAYES INSURAL 1850 SAN FABLO DAL	ROAL # C	CCC. A	בב ממיי יידבייונבב	LOTES AS S MAINTE OF INFORMATION HOLD THUS THE CREATED AND MOLLES IN ANY PARTY. INTERN OR AUXILIARY THE FOLLOWS BELOW.
EL SOBRANTE, CA 948	502		COMPANTES	S AFFORDING COVERAGE
	•	Company		
		<u>A</u>		IA INDEMNITY INSURANCE
Insured	SITIK01-HCJ	Company N	ORTH AMER	ICAN SPECIALTY COMPANY
		Сопрапу		
SITIKE, INC. 306 SPRUCE AVENUE 300 FRANCISCO	CN 94080	Company		
COVERAGES				•
	The state of the s		<del></del>	h Bud Tel. Making a 19 ofth talk forth.
INDICATED. NOTWITHSTANDING I CERTIFICATE MAY BE ISSUED	ANY REQUIREMENT, TERM OR CONDI	TION OF ANY CO E AFFORDED BY	NTRACT OR OTHER THE POLICIES DE	R DOCUMENT WITH RESPECT TO WHICH THIS ESCRIBED HEREIN IS SUBJECT TO ALL THE
- 1		POLICY	POLICY	
CO TYPE OF INSURANCE	POLICY NUMBER	DATE	EXPIRATION DATE	LIMITS
CONSTAL LIABILITY  Commercial General Liab  Claims Made  Owner's & Cont Protective	PHPG120688			General Aggregate
PROF. LIAB				Rach Occurrence   S 1 000,000     Fire Damage(anv 1 fire)   S 100,000     Med Exp(anv one person)   S 5 000
AUTOMOBILE LIABILITY Any Auto		, -		Combined Single Limit s 1,000,000
All Owned Autos				Bodily Injury (per person)
A Whon-Owned Autos	PHPG120688	07/01/01	07/01/02	Bodily Injury (per accident)
			<u> </u>	Property Damage
GARAGE LIABILITY Any Auto				Auto Only - Be Accident   C Other Than Auto Only Bach Accident   S
EXCESS LIABILITY	1		ļ ·	Appropriate S
/ Umbrella Form				Bach Occurrence     1,000,000
A Other Than Umbrella Form	PHUM105068	07/01/01	07/01/02	2
ECRETS' COMPENSATION AND EMPLOYERS' LIABILITY The Proprietor/ Partners/Executive Officers are:  Rxcl	34W000107600	07/01/01	07/01/02	
A D & O A PROPERTY	HD02019553 PHPG120688	07/01/01 07/01/01	07/01/02 07/01/02	\$1,000,000 \$50,000. \$500 DED
DESCRIPTION OF OPERATIONS/LOCAT	IONS/VEHICLES/SPECIAL ITEMS	<del>1</del>	<del></del>	<del></del>
CERTIFICATE HOLDER	LISTED IS NAMED AS	ADDITIO	NAL.	
		•		
The same of the	• •	e Ale e	100	
	•	006		
	·	EXPIRATI	ON DATE THEREOI	DESCRIBED POLICIES BE CANCELLED BEFORE THE F, THE ISSUING COMPANY WILL ENDEAVOR TO DTICE TO THE CERTIFICATE HOLDER NAMED TO
				MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION

SENIATIVES.

Authorized Representative

OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRE-

SAN MATEO COUNTY ALCOHOL AND DRUG PROGRAM 400 HARBOR BLVD., BUILDING C BELMONT, CA 94002

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## FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH WALDEN HOUSE, INC. FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2002, by and between the COUNTY OF SAN MATEO (hereinafter called "County") WALDEN HOUSE, INC. (hereinafter called "Contractor").

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 3.B. of the body of the agreement to add the following:

3) ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179) for SB223 drug testing services described in Exhibit A for the period October 11, 2001 through June 20, 2002.

#### CHANGE #2: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

## CHANGE #3: Amend the introductory paragraph of Exhibit A to delete reference to intake periods, to read as follows:

These alcohol and drug treatment services are funded through State SACPA/Proposition 36, and SB223 funds designated specifically to serve individuals who have plead guilty to an offense, and are referred to alcohol and drug treatment services by the SACPA/Proposition 36 Team.

Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants" who are referred by SACPA/Proposition 36 Team to these services. The length of treatment will vary according to the specific need of each program participant. Contractor will provide the following services at mutually agreed upon location(s) in San Mateo County to individuals who are deemed eligible for SACPA/Proposition 36 funded services:

#### CHANGE #4: Amend Exhibit A to add Section V to read as follows:

#### V. DRUG TESTING:

Effective October 11, 2001 Contractor may be eligible for reimbursement through SB 223 for substance abuse testing/urinalysis and other related costs for substance abuse testing of program participants in the SACPA/Proposition 36 funded programs, as soon as County advises Contractor that the State of California has approved the County of San Mateo's SACPA plan. Services must be provided in accordance with the requirements of Division 10.9 of the Health and Safety Code for the Substance Abuse Treatment and Testing Accountability (SATTA) program, and the revised County Plan for SACPA/Proposition 36 services.

A. Drug testing typically means any procedure or protocol used to analyze body fluids or human tissue to determine whether a program participant is, or has recently been, using alcohol and/or other drugs. Drug testing methods may include, but not be limited to, a urine test, a blood test, saliva test, and breath alcohol test.

#### B. Guidelines for drug testing:

- 1. Drug testing must be used as a treatment tool.
- 2. Drug testing results shall be given no greater weight than other aspects of the program participant's individual treatment program.
- 3. Drug testing shall be conducted in conjunction with treatment to enhance the effectiveness of the program participant's treatment program and help the program participant achieve success.
- 4. Drug testing results shall not be used as the basis for the imposition of new criminal charges.
- 5. A single drug test shall not be the sole basis for:
  - 1) determining unamenability to treatment, or
  - 2) revoking probation pursuant to Penal Code 1210.1(e)(3)(c).

- 6. Drug testing shall reflect the clinical needs of the program participant, based upon the individual's severity of abuse, progress in treatment and/or relapse potential, as determined by the counselor or counseling team.
- 7. Drug testing may be conducted on either a random basis or a regularly scheduled basis throughout the length of the program.

# C. SB223 Funded Drug Testing Services Payment Rates: In full consideration of the SB223 funded drug testing services provided to individuals participating in the SACPA/Proposition 36 alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for the services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed ONE HUNDRED FORTY-NINE THOUSAND ONE HUNDRED SEVENTY-NINE DOLLARS (\$149,179). County shall pay

- 1. County shall pay Contractor at a rate not to exceed THIRTY DOLLARS (\$30.00) per drug test and related costs. Contractor shall bill for actual costs only.
- 2. Contractor's monthly itemized bill will include the following:
  - a) Name of program participant receiving SB223 drug testing services and dates of drug testing provided.
  - b) Total number of staff available hours provided for each month.
  - c) Total amount of the bill for testing services for each month.
- 3. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of August 7, 2001 be amended accordingly.

Contractor in the manner described below:

- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	•	COUNTY OF SAN MATEO				
	By:	Jerry Hill, President				
	Date:	Board of Supervisors, County of San Mateo				
ATTEST:						
Clerk of Said Board						
Date:						
		WALDEN HOUSE, INC.				
	By:	Debi Lowis VP/Director of Administration Name, Title - please print Signature				
	Date:					

#### MIDN HUNE.

## COUNTY OF SAN MATEO Departmental Correspondence

Date: December 18, 2001

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		,	

Priscille Harris-Morse, Risk Manager

FROM:

Jane Marks, Alcohol and Drug Services

Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT:

Contract insurance Approval

CONTRACTOR: Walden House, Inc.

DOES CONTRACTOR TRAVEL? Yes

DUTIES: Provides residential alcohol and drug treatment services.

INSURANCE COVERAGE:	Amount	Approve	Warve	Modity
Comprehensive Liability  X Additional Insured	<u>\$3M</u>			
Automobile Liability	\$1M			
Professional Liability	\$3M			<del></del>
Workers' Compensation No employees	Statutory	1/		
Remarks/Comments:	••			

Signature:

Risk Management

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#### <u>ACORD</u>, CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY) 12/12/2001

PRODUCER (408)985-7171 Stateco Insurance Services 350 S. Saratoga Avenue San Jose, CA 95129

FAX (408)241-5669



THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

#### INSURERS AFFORDING COVERAGE

INSURED	Walden House Incorporated
	520 Townsend Street
	San Francisco, CA 94103-0000

INSURER A:	Legion Insurance Company
INSURER B:	Wauasu Insurance
INSURER C:	**National Union Fire
INSURER D:	e de la companya de
INSURER E:	and the second of the second o

#### COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMIT	S
	GENERAL LIABILITY	CP21208741	07/01/2001	07/01/2002	EACH OCCURRENCE	s 1,000,000
	COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	s 100,000
	CLAIMS MADE X OCCUR				MED EXP (Any one person)	s 5,000
Α	X Professional				PERSONAL & ADV INJURY	s 1,000,000
	X Abuse/Molestation				GENERAL AGGREGATE	s 3,000,000
	GEN'L AGGREGATE LIMIT APPL'ES PER:				PRODUCTS - COMP/OP AGG	s 2,000,000
	X POLICY PRO-					
	AUTOMOBILE LIABILITY	CP21208741	07/01/2001	07/01/2002	COMBINED SINGLE LIMIT	
	X ANY AUTO	·			(Ea accident)	1,000,000
	ALL OWNED AUTOS	After the second of the second			BODILY INJURY	<b>s</b>
A	X SCHEDULED AUTOS				(Per person)	3
	X HIRED AUTOS				BODILY INJURY	\$
	X NON-OWNED AUTOS				(Per accident)	
	X \$1,000 Comp Deduct		·		PROPERTY DAMAGE	   <b>S</b>
<u> </u>	X \$1,000 Coll Deduct	A			(Per accident)	3
l	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	S
	ANY AUTO				OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
[	EXCESS LIABILITY	UM21208742	07/01/2001	07/01/2002	EACH OCCURRENCE	\$ 5,000,000
	X OCCUR CLAIMS MADE				AGGREGATE	\$ 5,000,000
1					Retension	s 10,000
	DEDUCTIBLE					\$
<u></u>	X RETENTION \$ 10,000					\$
[	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	81900006326	07/01/2001	07/01/2002	WC STATU- TORY LIMITS X OTH- ER	
В	EMPLOYERS CIABILITY				E.L. EACH ACCIDENT	\$ 1,000,000
					E.L. DISEASE - EA EMPLOYEE	
			· ·		E.L. DISEASE - POLICY LIMIT	
A	Blanket Real Property and Pers/Prop/Equip	CP21208741	07/01/2001	07/01/2002	Blanket Limit:	\$20,869,571
1		**473-80-79	11/01/2001	11/01/2002	Fidelity Bond Li	mit:\$6,500,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
County of San Mateo Alcohol & Drug Services are named as Additional Insured RE 815 Buena Vista West, San Francisco, CA 94117, 1885 Mission Street, San Francisco, CA 94103 and 890 Hayes Street, San Francisco, CA 94117

Ten (10) Days notice of cancellation for non-payment of premium

CERTIFICATE HOLDER	ADDITIONAL INSURED; INSURER LETTER:	CANCELLATION
Drug Services	Mateo Alcohol and d., Building C 002	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL  30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY THE AGENTS OR REPRESENTATIVES.  AUTHORIZED REPRESENTATIVE
ACORD 25-S (7/97)		DACORD ORPORATION 1988

#### **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

#### DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

## FIRST AMENDMENT TO THE FEE-FOR-SERVICE AGREEMENT WITH THE WOMEN'S RECOVERY ASSOCIATION FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this	day of	, 2002,
by and between the COUNTY OF SAN MATEO (he	ereinafter called "County") and t	he
WOMEN'S RECOVERY ASSOCIATION (hereinated)	fter called "Contractor").	

#### WITNESSETH

WHEREAS, on August 7, 2001, the parties hereto entered into a fee-for-service agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

#### CHANGE #1: Amend Section 8.D. of the body of the Agreement to read as follows:

D. The fingerprinting process will be completed and the results of the process will be obtained before any of Contractor's employees, subcontractors, assignees or volunteers are assigned or permitted to work at the program. Alternatively, the Contractor may set a hire date prior to obtaining fingerprinting results contingent on the candidate certifying that: (1) his or her employment application truthfully and completely discloses whether he or she has ever been convicted of a felony or misdemeanor or been on parole or probation, and (2) that the applicant understands that a background check will be conducted, and that he or she will be dismissed from employment immediately if he or she has failed to provide information regarding convictions, has provided incomplete information regarding convictions, has or omitted information regarding convictions, or if the fingerprinting results reveal any conviction incompatible with this employment.

#### NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

- 1. The Agreement of August 7, 2001 be amended accordingly.
- 2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.
- 3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of August 7, 2001 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	COUNTY OF SAN MATEO
	By:  Jerry Hill, President  Board of Supervisors, County of San Mateo  Date:
ATTEST:	Date.
Clerk of Said Board	
Date:	
	WOMEN'S RECOVERY ASSOCIATION
	By: JOHE A. Ban Interin Eddunie Name, Title - please print Signature  Date: 12-19-01
	Contractor's Tax I.D. No. 23-7079003

## COUNTY OF SAN MATEO Departmental Correspondence

Priscilla Harris-Morse, Risk Manager

Date: March 5, 2001

FROM: Jane Marks, Alcohol Fax: 802-6440; Phon			PĒ	
SUBJECT: Contract Insurance A	pproval			
CONTRACTOR: Women's Recove	ry Associano	<u>n</u>		
DOES CONTRACTOR TRAVEL? Yes DUTIES:	IF YES,	, WHAT PERC	ENT OF CO)	ntacted tin
Provides residential, nonresidential, drug treatment services to adults, ad				
INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability  X Additional Insured	MEZ	V		<u></u>
Automobile Liebility	STM			
Professional Liability		1/		
Workers' Compensation No employees	Statutory			
Remarks/Comments: This is a renewal certificate.				
		•.		

Insform.wp

	Searcy Insurance Center, Inc. P O Box 471	THIS CERTIFICATE IS ISSUED AS A MATTER OF ONLY AND CONFERS NO RIGHTS UPON THE HOLDER. THIS CERTIFICATE DOES NOT AMEND ALTER THE COVERAGE AFFORDED BY THE POLICIE
	Visalia CA 93279-0471	COMPANIES AFFORDING COVERAGE
	(559) 625-3591 (559) 625-3593 FAX	COMPANY A Philadelphia Indemnity Insurance
INSURED	WRA Of San Mateo County, Inc.	COMPANY B
	1450 Chapin, 1st Floor	COMPANY
	Burlingame CA 94010	COMPANY D

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR GONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER		POLICY EXPIRATION DATE (MM/DD/YY)	LIMITE
A	GENERAL LIABILITY			i. <u>1.</u>	GENERAL AGGREGATE: 183,000,000
	X COMMERCIAL GENERAL LIABILITY	PHPK001579	02/24/01	02/24/02	PRODUCTS - COMP/OP AGE   \$1,000,000
	CLAIMS MADE X DCCLR				PERSONAL & ADVINJURY   \$1,000,000
	OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE   1,000,000
	I Prof Liab				FIRE DAMAGE (Any one titre) \$ 100,000.
				:	MED EXP (Any one person)   \$ 5,000
A	AUTOMOBILE LIABILITY	PHPK001679	!  02/24/01	02/24/02	COMBINED SINGLE LIMIT \$1,000,000
	ALL OWNED AUTOS  X BOHEDULED AUTOS				ECDILY INJURY (Per person)
	X HIRED AUTOS				BODILY INJURY (Per accident)
					PROPERTY DAMAGE &
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT (\$
	ANY AUTO		1.1.	/ / /	OTHER THAN AUTO DNLY:
					EACH ACCIDENT 5
		,			AGGREGATE   \$
	EXCESS LIABILITY				EACH OCCUPRENCE \$
	LUMBRELLA FORM		01/01/01	01/01/01	AGGREGATE 6
ľ	OTHER THAN UMBRELLA FORM				8
	WORKERS COMPENSATION AND				BTIMLI YROTUTATA
	EMPLOYERS' LIABILITY			1 . / . /	EACH ACCIDENT 6
	THE PROPRIETORY				DISEASE - POLICY LIMIT
	PARTNERS/EXCOUTIVE EXC	<u> </u>	<u> </u>	<u> </u> -	DISEASE - EACH EMPLOYEE S
	A ones Bond	PHPK001679	02/24/03	1 02/24/02	50,000
كالومئو يسويه	Fire				685,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

The County of San Mateo, its officers, agents, and employees are named as additional insureds.

#### Mismiliana i manafati

County Of San Mateo, Alcohol & Drug Services
Attn Jane Marks
400 Harbor Blvd. Building B
Belmont CA 94002

#### Sales, Heista Tales,

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EMPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO WAIL BY DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT.
BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON, THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

	D. CERTI	FICATE OF INSUI	RANCE			DATE (MM. DD/YY)
	<i>∰</i> 000000000	ios (enter, line.	THIS CERT ONLY AN HOLDER.	D CONFERS N THIS CERTIFICA	UED AS A MATTER OO RIGHTS UPON THATE DOES NOT AME	F INFORMATION LE CERTIFICATE ND EXTEND OR
	🔊 Visalia	CA 93279-0471			AFFORDING COVERA	
20	(559) 625-3591	-	COMPANY A Safa		nal Casualty	
Ŕ	RED		COMPANY	ccy nacio:	- Casuarcy	COMPALIY
	W R A Of San M	Mateo County, Inc	B			
Ĭ	1450 Chapin, 1		COMPANY			
	Burlingame	CA 94010	COMPANY			
	(415) 348-6603 / <b>CHAGES</b>	·				
!	THIS IS TO CERTIFY THAT THE POL NDICATED, NOTWITHSTANDING AI CERTIFICATE MAY BE ISSUED OR	LICIES OF INSURANCE LISTED BELOW NY REQUIREMENT, TERM OR CONDIT MAY PERTAIN, THE INSURANCE AFFO SUCH POLICIES, LIMITS SHOWN MAY POLICY NUMBER	ON OF ANY CONTE	PACT OR OTHER D LICIES DESCRIBED ICED BY PAID CLA!	OCUMENT WITH RESPECT TO	T TO WHICH THIS ALL THE TERMS,
TR			DATE (MM/DD/YY)	DATE-(MM/DD/YY)		· · · · · · · · · · · · · · · · · · ·
-	GENERAL LIABILITY		, ,	, , ,	GENERAL AGGREGATE	5
	COMMERCIAL GENERAL LIABILITY			/ /	PRODUCTS - COMP/OP AGG	<del></del>
Ï	CLAIMS MADE CCCUR				PERSONAL & ADV INJURY	\$
ŀ	OWNER'S & CONTRACTOR'S PROT	•			EACH OCCURRENCE	5
				1		5
$\dashv$				<u>                                       </u>	MED EXP (Any one person)	\$
	AUTOMOBILE LIABILITY ANY AUTO		/ /	/ /	COMBINED SINGLE LIMIT	\$
	ALL OWNED AUTOS SCHEDULED AUTOS				BODILY INJURY, (Per person)	. <b>S</b>
			1		BODILY INJURY	
	HIRED AUTOS NON-OWNED AUTOS				(Per accident)	\$
					(Per accident) PROPERTY DAMAGE	<del>5</del>   s
-					(Per accident)	s
	NON-OWNED AUTOS  GARAGE LIABILITY				(Per accident) PROPERTY DAMAGE AUTO ONLY - EA ACCIDENT	S
	NON-OWNED AUTOS		/ /	/ /	(Per accident) PROPERTY DAMAGE AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY:	s s
	NON-OWNED AUTOS  GARAGE LIABILITY		/ /	/ /	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT  OTHER THAN AUTO ONLY:  EACH ACCIDENT	S S S S S S S S S S S S S S S S S S S
	NON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO		/ /		(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT  OTHER THAN AUTO ONLY:  EACH ACCIDENT  AGGREGATE	\$ \$ \$ \$
	NON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO  EXCESS LIABILITY				(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT  OTHER THAN AUTO ONLY:  EACH ACCIDENT  AGGREGATE  EACH OCCURRENCE	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$
	MON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO  EXCESS LIABILITY  UMBRELLA FORM		1 1	1 /	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT  OTHER THAN AUTO ONLY:  EACH ACCIDENT  AGGREGATE	\$ \$ \$ \$ \$ \$ \$ \$ \$
Α	SARAGE LIABILITY ANY AUTO  EXCESS LIABILITY UMBRELLA FORM OTHER THAN UMBRELLA FORM		/ /	/ /	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY:  EACH ACCIDENT  AGGREGATE  EACH OCCURRENCE  AGGREGATE	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
A	MON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO  EXCESS LIABILITY  UMBRELLA FORM	PP-0008353		/ /	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE EACH OCCURRENCE AGGREGATE  X STATUTORY LIMITS	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$
A	EXCESS LIABILITY  UMBRELLA FORM  OTHER THAN UMBRELLA FORM  WORKERS COMPENSATION AND  EMPLOYERS: LIABILITY	PR-0008353		08/09/02	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY:  EACH ACCIDENT  AGGREGATE  EACH OCCURRENCE  AGGREGATE  X STATUTORY LIMITS  EACH ACCIDENT	s s s s s s
A	GARAGE LIABILITY ANY AUTO  EXCESS LIABILITY UMBRELLA FORM OTHER THAN UMERELLA FORM WORKERS COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE	·		/ /	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE EACH OCCURRENCE AGGREGATE  X STATUTORY LIMITS EACH ACCIDENT DISEASE - POUCY LIMIT	s s s s s s s s s s s s s s s 1,000,000
A	MON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO  EXCESS LIABILITY  UMBRELLA FORM  OTHER THAN UMBRELLA FORM  WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  THE PROPRIETOR/	·		/ / / 08/09/02	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY:  EACH ACCIDENT  AGGREGATE  EACH OCCURRENCE  AGGREGATE  X STATUTORY LIMITS  EACH ACCIDENT	s s s s s s s s s s
A	MON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO  EXCESS LIABILITY  UMBRELLA FORM  OTHER THAN UMERELLA FORM  WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE:  X EXCL	·		08/09/02	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE EACH OCCURRENCE AGGREGATE  X STATUTORY LIMITS EACH ACCIDENT DISEASE - POUCY LIMIT	s s s s s s s s s
A	MON-OWNED AUTOS  GARAGE LIABILITY  ANY AUTO  EXCESS LIABILITY  UMBRELLA FORM  OTHER THAN UMERELLA FORM  WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE:  X EXCL	·		08/09/02	(Per accident)  PROPERTY DAMAGE  AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE EACH OCCURRENCE AGGREGATE  X STATUTORY LIMITS EACH ACCIDENT DISEASE - POUCY LIMIT	s s s s s s s s s s s s s s s 1,000,000

STIFICALLE HOLDER

County Of San Mateo Alcohol & Drug Services

Attn: Jane Marks

400 Harbor Blvd Bldg C

Belmont CA 94002

#### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.