

**AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
MILLBRAE SCHOOL DISTRICT**

THIS AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Millbrae School District, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, on July 1, 2006, under Agreement 74100-07-C039, the parties entered into a Flat Rate Agreement ("the Original Agreement") for FY 2006-07, to provide Alcohol And Drug Prevention Services; and

WHEREAS, on July 3, 2007, under Agreement 74100-07-CO39, the parties amended the Original Agreement to add the sum of \$29,626, which included a Cost of Doing Business Increase (COBI) for a new total obligation of \$87,152, and to extend the term to 12/31/2007; and

WHEREAS, it is now necessary to amend the Original Agreement to add the sum of \$29,626, for a new total maximum of \$116,778, and to extend the term to 6/30/2008.

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:**

1. The following Exhibits and Attachments are attached hereto and incorporated by reference herein:
  - Exhibit C: Prevention Services is hereby deleted and replaced in its entirety by Exhibit C1, attached hereto.
  - Exhibit P1: Rates of Payment, is hereby deleted and replaced in its entirety by Exhibit P2, attached hereto.
  
2. The end of the Term date is changed throughout the Agreement as follows:

**The end of the term shall change, wherever reflected in the Agreement as 12/31/07 to the new end term of 6/30/2008.**
  
3. Section 3.A. Payment is hereby amended to read as follows:
  - A. Maximum Amount:

In full consideration of Contractor's performance of the services described in the Exhibits, the amount that County shall pay for services rendered under this Agreement shall not exceed ONE HUNDRED SIXTEEN THOUSAND SEVEN HUNDRED SEVENTY-EIGHT DOLLARS (\$116,778) for the contract term.

4. The Flat Rate Agreement between the parties dated July 1, 2006, and Amended by a First Amendment on July 1, 2006, and Amended by a Second Amendment on July 3, 2007, is amended as set forth herein.

All other terms and conditions of the agreement dated July 1, 2006, between the County and Contractor shall remain in full force and effect.

5. This Second Amendment, including any exhibits and attachments hereto, constitutes the entire understanding of the parties hereto with respect to the amendment to the parties' Original Agreement dated July 1, 2006 and correctly states the rights, duties, and obligations of each party as of this document's date. Any understandings, promises, negotiations, or representations between the parties concerning the amendment to the Original Agreement that are not expressly stated in this document are not binding. All subsequent modifications to this Second Amendment shall not be effective unless set forth in a writing executed by both parties.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

By: \_\_\_\_\_  
Rose Jacobs Gibson, President  
Board of Supervisors, San Mateo County

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Clerk of Said Board

**Millbrae School District**

\_\_\_\_\_  
Contractor's Signature

Date: \_\_\_\_\_

**Exhibit C1 - Prevention Services**  
**Flat Rate Agreement Alcohol and Drug Prevention Services**  
**Millbrae School District**  
**July 1, 2006 through June 30, 2008**

Contractor will provide the following alcohol and drug prevention services at mutually agreed upon locations in San Mateo County. Contractor will serve as the lead/fiscal agency for the Children's Network Project, which is a collaborative effort with Family Service Agency of San Mateo County and Millbrae Parks and Recreation to provide youth alcohol and drug prevention services.

**I. Prevention Services**

A. Children's Network Project

1. Provide After-School Homework Center Programs (ASCP) at Spring Valley and Lomita Park Elementary Schools.
  - a. Identify thirty five (35) at-risk students in grades Kindergarten (K) through three (3) at each school to participate in the ASCP.
  - b. Provide ASCP for fifteen (15) weeks at each school site: provide the program for one and one-half (1½) hours per day, five (5) days per week at Lomita Park and four (4) days per week at Spring Valley.
    - 1) The program will include tutoring and homework assistance, social development activities, and life skills activities.
2. Recruit, retain, and/or train a minimum of three (3) adult or teen tutors for the ASCP. Provide new tutors with four (4) hours of appropriate tutor training.
  - a. The school outreach specialists will provide in service training for tutors in techniques for working with at-risk students.
3. Parent Education and Involvement
  - a. Provide two (2) sessions of parent education in English and Spanish totaling three (3) hours at each school. Recruit fifteen (15) parents of at-risk students at each school to participate in parent education. Parent education will include parenting skills to support children's learning at home and environmental prevention strategies. On-site childcare will be provided for these sessions.
  - b. Develop materials appropriate for parents of ASCP students to use at home with one-on-one training provided.
  - c. Publish and distribute a quarterly bilingual parent newsletter to assist parents in parenting skills.

4. Provide a total of twenty-two (22) scholarships (eleven (11) at each ASCP site) for at-risk student ASCP participants to the Millbrae Parks and Recreation Department summer recreation program. Transport students to and from the summer recreation program.
5. A Family Service Agency counselor will be available for three and one-half (3 1/2) hours per week at each school site to provide consultation to school staff, small group education to children participating in the after school services, and meet with children, parents, and/or families to provide assistance with problem identification and referral to community resources.
6. Establish the Children's Network Advisory Group, including representatives from each of the collaborating agencies. Convene and document quarterly meetings of the Children's Network Advisory group. Responsibilities of this group include:
  - a. Attend related meetings including Alcohol and Drug Services' Prevention Providers meetings, appropriate workshops/trainings, and other required meetings.
  - b. Conduct ongoing monitoring of the project, including evaluation and recommendations for improvement.
7. Provide three thousand five hundred seventy-three (3,573) hours of staff availability dedicated to alcohol and drug prevention services including direct program services, preparation time, and record keeping time. The hours of staff availability are the contracted units of service.

**II. Collaboration and Linkages**

Contractor will work collaboratively with Family Service Agency and Millbrae Parks and Recreation Department to provide services to children and their families. Contractor will include progress with collaborative efforts in the quarterly narrative reports.

**III. Environmental Prevention**

Work collaboratively with County Alcohol and Drug Services and other alcohol and drug service providers to develop and implement appropriate environmental prevention strategies. Environmental Prevention Efforts work to effect changes in community attitudes, in order to influence the incidence and prevalence of the abuse of alcohol, tobacco and other drugs by the general population. Include progress on these efforts in quarterly narrative reports.

**IV. Rates of Payment**

See Exhibit P-2 – Rates of Payment.

**EXHIBIT P-2  
FLAT RATE AGREEMENT RATES OF PAYMENT**

**Alcohol and Drug Prevention Services**

**Millbrae School District**

**July 1, 2006 through December 31, 2007**

*Funding for FY 2006-07 (7/1/06-6/30/07)*

<b>Service Modality</b>	<b>Authorized Contract Amount</b>	<b>Monthly Amount</b>	<b>Authorized Units - Staff Available Hours (SAH)</b>	<b>Program Participants</b>	<b>Authorized Unit Rate</b>
NNA Funded Prevention	\$ 57,526	\$ 4,793.83	1,787	70	\$ 32.19
*Total Maximum Contract Obligation FY 2006-07	\$ 57,526				

*Funding for 7/1/2007 through 12/31/2007\**

<b>Service Modality</b>	<b>Authorized Contract Amount</b>	<b>Monthly Amount</b>	<b>Authorized Units - Staff Available Hours (SAH)</b>	<b>Program Participants</b>	<b>Authorized Unit Rate</b>
NNA Funded Prevention	\$ 29,626	\$ 4,937.67	893	70	\$ 33.18
* Contract Obligation for 7/1/07 through 12/31/07	\$ 29,626				

*\*Subject to the availability of funds as set forth in Paragraph 6 of the body of this Agreement*

*Funding for 01/01/2008 through 06/30/2008\**

<b>Service Modality</b>	<b>Authorized Contract Amount</b>	<b>Monthly Amount</b>	<b>Authorized Units - Staff Available Hours (SAH)</b>	<b>Program Participants</b>	<b>Authorized Unit Rate</b>
NNA Funded Prevention	\$ 29,626	\$ 4,937.67	893	70	\$ 33.18
* Contract Obligation for 01/01/2008 through 06/30/2008	\$ 29,626				
<b>Total Maximum Contract Obligation under this Agreement</b>	<b>\$ 116,778</b>				