

**AN AMENDMENT TO THE AGREEMENT BETWEEN  
THE COUNTY OF SAN MATEO AND  
EDGEWOOD CENTER FOR CHILDREN AND FAMILIES**

THIS AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and EDGEWOOD CENTER FOR CHILDREN AND FAMILIES (ECCF), 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, it is necessary and desirable that Contractor be retained for the purpose of Kinship services.

WHEREAS, on October 24, 2006, the Board of Supervisors approved an Agreement, Resolution Number 68358 in the amount of \$490,056 for the term July 1, 2006 through June 30, 2008, wherein ECCF agreed to provide administration of Kinship Support Services Program (KSSP) and Kinship Guardian Assistance Payment Program (KinGAP);.and

WHEREAS, on June 5, 2007, the Board of Supervisors approved an Amendment to the Agreement, Resolution Number 68768 in the amount of \$653,396 for a new total obligation of \$1,143,452 and extended the term to June 30, 2008;, wherein ECCF was to provide additional respite services in FY 2006-07 and continue providing KSSP and KinGAP services for FY 2007-08; and

WHEREAS, the parties wish to enter into a Second Amendment to add funds to provide increased respite and other services for FY 2007-08 in the amount of \$43,375 for a new total obligation of \$1,186,827.

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

1. Paragraph 3 ("Payments") is hereby amended and restated in its entirety as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibit "A1," County shall make payment to Contractor based on the rates and in the manner specified in Exhibit "B1." In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination. The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall the County's total fiscal obligation under this Agreement exceed **ONE MILLION ONE HUNDRED EIGHTY SIX THOUSAND EIGHT HUNDRED TWENTY SEVEN DOLLARS (\$1,186,827)**.

2. Original Exhibit A1 will be replaced with Revised Exhibit A2, (rev. 3/11/08)
3. Original Exhibit B1 will be replaced with Revised Exhibit B2, (rev. 3/11/08)
4. Original Exhibit C1 will be replaced with Revised Exhibit C2, (rev. 3/11/08)
5. All other terms and conditions of the Agreement dated October 24, 2006 and subsequent amendment shall remain in full force and effect.

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

COUNTY OF SAN MATEO

By: \_\_\_\_\_  
Adrienne J. Tissier, President  
Board of Supervisors,

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

ATTEST:

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

Edgewood Center for Children and Families  
Nancy Rubin, CEO

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

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

Edgewood Center for Children and Families  
July 1, 2006 through June 30, 2008  
Program Description

In consideration of the payments set forth in Exhibit “B2” Contractor shall provide the following services:

PROGRAM FOCUS	INPUTS	OUTPUTS		OUTCOMES – IMPACT		
	<i>(What we invest)</i>	Activities <i>(What we do)</i>	Engagement <i>(Who we reach)</i>	Short Term <i>(Learning)</i>	Intermediate <i>(Action)</i>	Long Term <i>(Conditions)</i>
<b>Case Management</b>	Case Manager	<ul style="list-style-type: none"> <li>• Provide case management and other KSSP services.</li> <li>• Identify enrollment by foster care, KinGAP and other.</li> <li>• Identify Medical and Child-only TANF enrollment.</li> <li>• Identify demographic information of clients.</li> </ul>	<ul style="list-style-type: none"> <li>• 300 relative or NREFM caregivers and 400 children per year</li> <li>• 80% of the families who receive services will rate every outcome good or excellent</li> </ul>		<ul style="list-style-type: none"> <li>• 70% of the caregivers will report needing less help as demonstrated by an improvement in their pre and post scores.</li> </ul>	<ul style="list-style-type: none"> <li>• 95% of children placed in relative or NREFM care will remain with kin or NREFMs or returned to their birth parents.</li> </ul>
<b>Outreach</b>	Program Director, Program Coordinator	<ul style="list-style-type: none"> <li>• Conduct monthly presentations throughout the County with</li> </ul>	<ul style="list-style-type: none"> <li>• At least 12 presentations per year</li> <li>• Provide presentations to community and County staff.</li> </ul>			

	INPUTS	OUTPUTS		OUTCOMES – IMPACT		
	Community Workers	<p>community organizations who serve potential KSSP clients</p> <ul style="list-style-type: none"> <li>Identify who, where and how many attended the presentations.</li> </ul>				
<b>Support Groups</b>	Support Group Facilitator	<ul style="list-style-type: none"> <li>Each year, conduct weekly support groups in the various Edgewood sites. Conduct the support groups in English, Spanish, and other languages as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Relatives and NREFMs will attend the support group</li> <li>80% of the families will report knowing someone to talk to as demonstrated by an increase in the pre and post Family Needs Scale</li> </ul>			
<b>KinGAP</b>	KSN Community Worker	<ul style="list-style-type: none"> <li>Provide a KSN Community Worker that is focused entirely on families eligible for KinGAP.</li> <li>Inform eligible families of the KinGAP advantages and encourage them to participate in the KSN program.</li> </ul>	<ul style="list-style-type: none"> <li>Inform and educate all families referred by HSA about KinGAP.</li> <li>Offer services to up to 15 families per year.</li> </ul>			

	<b>INPUTS</b>	<b>OUTPUTS</b>		<b>OUTCOMES – IMPACT</b>		
<b>Parent Education</b>	Support Group Facilitator	<ul style="list-style-type: none"> <li>Each year, provide monthly training on parenting and physical and mental health.</li> </ul>	<ul style="list-style-type: none"> <li>Relative and NREFMs will attend the training</li> <li>80% of the families will rate the information and effectiveness of the training good or excellent</li> </ul>	70% of participants will report their intention to practice what they have learned		
<b>Recreation</b>	Recreation Coordinator	<ul style="list-style-type: none"> <li>Each year, provide bi-monthly recreation for caregivers and children.</li> <li>Maintain a calendar of events and post and distribute flyers.</li> </ul>	<ul style="list-style-type: none"> <li>Families will participate in recreational/respice activities</li> <li>80% of the families will report that recreational activities made a positive difference in their lives</li> </ul>			
<b>Tutoring and Homework Aid</b>	Tutoring Coordinator, volunteers	<ul style="list-style-type: none"> <li>Each year, provide tutoring and homework aid for school aged children.</li> </ul>	<ul style="list-style-type: none"> <li>Families will participate in tutoring and homework aid</li> <li>80% of the families will report that tutoring services made a positive difference in their lives.</li> </ul>			
<b>Respice</b>	Administrative Coordinator	<ul style="list-style-type: none"> <li>Provide 3,600 hours of respice services for caregivers with 0-13 year olds in FY 2006-07. This includes in-home, out-of-home, and site based respice. 4Cs will provide licensed or license-exempt providers for the respice care through a voucher program. Edgewood staff will track and coordinate</li> </ul>	<ul style="list-style-type: none"> <li>Families will participate in respice services offered in conjunction with 4Cs.</li> </ul>			

	INPUTS	OUTPUTS		OUTCOMES – IMPACT		
		<ul style="list-style-type: none"> <li>the use of hours.</li> <li>Provide approximately 1,066 hours of respite services for caregivers with 0-13 year old children in FY 2007-08. This includes in-home, out-of-home, and site based respite. 4Cs will provide licensed or license-exempt providers for the respite care through a voucher program. Edgewood staff will track and coordinate the use of hours.</li> </ul>				
<b>Summer Camp Subsidies</b>	ILS Case Manager	<ul style="list-style-type: none"> <li>Provide summer camp subsidies for youth.</li> </ul>	<ul style="list-style-type: none"> <li>40 youth will participate in day and overnight camps in and around the Bay Area in FY 2006-07.</li> <li>At least 15 youth will participate in day and overnight camps in and around the Bay Area in FY 2007-08.</li> </ul>			
<b>Youth Activities</b>	ILS Case Manager	<ul style="list-style-type: none"> <li>Includes computer programming,</li> </ul>	<ul style="list-style-type: none"> <li>Approximately 100 duplicate children will benefit from</li> </ul>			

	INPUTS	OUTPUTS		OUTCOMES – IMPACT		
<b>Supplies</b>		curriculum needs for tutoring program, college-bound readiness supplies for teens, etc.	increased activity materials and supplies in FY 2006-07.			
<b>Independent Living Skills (ILS) Activities</b>	Aset Coach, Teen Program Assistant	<ul style="list-style-type: none"> <li>Group activities for teens including: sporting events, college tours, music/art/cultural events, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Approximately 100 children will participate in ILS activities in FY 2006-07.</li> </ul>			



**Edgewood Center for Children and Families  
July 1, 2006 through June 30, 2008  
Payment Schedule**

- A. As of to date the Contractor has received payments for FY 2006-07 \$634,416.66 and for FY 2007-08 for the period of July 1, 2007 through February 29, 2008 \$309,925.19.
- B. In consideration of the services provided by Contractor in Exhibit "A2", County shall pay Contractor as follows for **the remainder of FY 2007-08, March 1, 2008 through June 30, 2008.** County shall pay Contractor for actual Operational and Other Direct Costs will not exceed NINETY THREE THOUSAND FOUR HUNDRED TWENTY NINE DOLLARS (\$93,429). Contractor will provide monthly invoice for the actual expenditures for the Operational and Other Direct Costs. All payments under this Agreement must directly support services specified in this Agreement.
- C. County shall pay Contractor for actual salaries and benefits associated with required program staffing as described in Exhibit A2 for **the remainder of FY 2007-08, March 1, 2008 through June 30, 2008.** Costs will not exceed ONE HUNDRED FORTY THREE THOUSAND FOUR HUNDRED SIXTEEN DOLLARS (\$143,416) for FY 2007-08. Contractor must provide detailed invoice with actual salaries and benefits for each staff on a format as specified by the County.
- D. In no event shall the total amount exceed for FY 2007-08 FIVE HUNDRED FORTY SIX THOUSAND SEVEN HUNDRED SEVENTY ONE DOLLARS (\$546,771).
- E. In no event shall the total contract amount exceed ONE MILLION ONE HUNDRED EIGHTY SIX THOUSAND EIGHT HUNDRED TWENTY SEVEN DOLLARS (\$1,186,827) for the term of the Agreement.
- F. Invoices shall be sent to: April Dunham, Human Services Manager, County of San Mateo, Human Services Agency, 400 Harbor Blvd., Bldg. B, and Belmont, CA 94002. Payments shall be made within thirty (30) working days upon receipt of Contractor's invoice.
- G. County may withhold all or part of Contractor's total payment if the Director of Human Services or his designee reasonably determines that Contractor has not satisfactorily performed the services described in Exhibit A2.

- H. County will give thirty (30) days prior written notice to Contractor of County's intent to withhold payment.
- I. If County reasonably determines that circumstances warrant immediate action, County may withhold payment immediately, without the thirty (30) day waiting period, County's written notice with justification to Contractor.

**Edgewood Center for Children and Families**  
**July 1, 2006 through June 30, 2008**  
**Program Monitoring**

1. Contractor will be responsible for submitting the required reports, on a format as approved and supplied by the Human Services Contract Monitor. All required reports submitted by the Contractor will be submitted at the following address:  
  
Human Services Agency  
Marissa Saludes, Contract Monitor  
400 Harbor Blvd. Bldg. B  
Belmont, CA 94002.
2. Contractor will submit quarterly activity report as follows:  
  
January 15, 2008, April 15, 2008, and July 15, 2008
3. Contractor will submit a Mid-year Narrative and a Year-end Narrative Report due on January 15, 2008.
4. Contractor will submit a financial audit to the Contract Monitor as soon as it becomes available.
5. The Human Services Agency Contract Monitor will conduct site visit during the term of the Agreement to review all aspects of program operations and review Contractor's documentation related to required reports. This site visit will be arranged in advance with the Director of Edgewood Center for Children and Families.