

**AMENDMENT ONE TO THE AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND THE
FAMILY CAREGIVER ALLIANCE**

THIS AMENDMENT TO THE AGREEMENT, entered into this _____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and the FAMILY CAREGIVER ALLIANCE, 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, by Resolution 69659 the parties entered into an Agreement for the purpose of providing Family Caregiver Support Program services on September 9, 2008; and

WHEREAS, the parties wish to amend the Agreement to increase funding for the Family Caregiver Support Program by \$16,000 for a total of \$156,000:

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

1. Section 3 of the Agreement is amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Schedule A, County shall make payment to Contractor based on the rates and in the manner specified in Schedule B – Amendment One. 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 HUNDRED FIFTY-SIX THOUSAND DOLLARS (\$156,000).

2. Schedule B of the Agreement is deleted and replaced and incorporated herein as Schedule B – Amendment One as attached.
3. **All other terms and conditions of the Agreement dated September 9, 2008, between the County and Contractor 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: _____
Mark Church, President
Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

FAMILY CAREGIVER ALLIANCE

Contractor's Signature

Date: _____

SCHEDULE B – AMENDMENT ONE

FAMILY CAREGIVER ALLIANCE

FY 2008-2009 FISCAL SUMMARY

Contractor shall operate the following Older Americans Act (OAA) and/or Community-Based Services (CBSP) programs(s): the Family Caregiver Support Program. Services described in this Schedule B reflect program funding and payment methods during fiscal year July 1, 2008 through June 30, 2009. This program shall operate in accordance with the California Department of Aging and/or state licensing regulations, applicable federal laws, and the standards and requirements established by Aging and Adult Services of San Mateo County.

I. FAMILY CAREGIVER SUPPORT PROGRAM

Aging and Adult Services will pay Contractor in consideration of Family Caregiver Support Program services rendered through OAA funds, the rate of one-twelfth of the total reimbursement for this program per month, as long as the amount for each type of service does not exceed the total amount for each type of service rendered.

AAS will pay the contractor a total of \$4,000 for supplies and equipment for the Family Caregiver Support Program.

AAS will also pay the contractor \$12,000 in One-Time-Only funds to provide two new fact sheets, *Caregiving Transitions* and *Discharge Planning*, with translation into Chinese and Spanish, and translation of the existing fact sheets into Chinese and Spanish.

The maximum reimbursement for the Family Caregiver Support Program during the contract term July 1, 2008 through June 30, 2009 shall not exceed: \$38,000 for Information Services; \$10,250 for Access Assistance; \$55,750 for Supportive Services; and \$52,000 for Respite Care services for a total of ONE HUNDRED FIFTY-SIX THOUSAND DOLLARS (\$156,000).

Contractor agrees to the following:

- A. Contractor is responsible for covering the cost of all components of each program outlined above and shall be reimbursed for actual expenditures on the approved budget for each program;
- B. A mid-year review, scheduled for January, will require a reconciliation of year-to-date outcomes. Based on these outcomes, a budget revision may be required;

- C. Submit client intake forms as appropriate, monthly program reports, and invoices by the tenth (10th) of each month. (Invoices submitted more than two months past the month of service may not be reimbursed. Statistical reports submitted more than one month past the month of service may result in withholding of payments until reports are brought current.);
- D. Offer services throughout the twelve-month contract period, unless prior written approval is received from Aging and Adult Services;
- E. Submit a closing report by July 31, 2009;

Examples of documentation are as follows:

- General ledger of expenditures for the contracted program
 - Applicable payroll register
 - Lease agreements and allocation percentage for rent cost
 - Equipment invoices
 - Vendor invoices for large purchases
 - CDA 32 form—Report of Property Furnished/Purchased
- F. Program Income must be reported and expended under the same terms and conditions as the program funds from which it is generated; and
 - G. Program Income must be used to pay for current allowable costs of the program in the same fiscal year that the income was earned.

The maximum reimbursement for contracted services between San Mateo County Aging and Adult Services and Family Caregiver Alliance is \$156,000 in OAA funds for a total amount of ONE HUNDRED FIFTY-SIX THOUSAND DOLLARS (\$156,000) for the contract term July 1, 2008 through June 30, 2009.