

**AMENDMENT TO 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, 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, the parties entered into an Agreement for the provision of kinship support services on June 24, 2008; and

WHEREAS, the parties wish to amend the Agreement to add funds in the amount of \$25,338 for a new total obligation \$542,474 for FY 2008-09.

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

1. Exhibits are hereby amended to read as follows:

The following exhibits are attached hereto and incorporated by reference herein:

- Exhibit A: Program Description
- Exhibit B1: Payment Schedule, rev. (01/09)**
- Exhibit C1: Monitoring Procedures, rev. (01/09)**
- Exhibit D: Compliance with Section 504
- Exhibit E: Contractor's Declaration Form
- Exhibit F: Fingerprinting Certification Form
- Exhibit G: Child Abuse Prevention and Reporting

2. Services to be performed by Contractor is hereby amended to read as follows:

In consideration of the payments set forth herein and in Exhibit "B1," Contractor shall perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibit "A."

3. **Section 3- Payments 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 Exhibit "A," 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 **FIVE HUNDRED FORTY TWO THOUSAND FOUR HUNDRED SEVENTY FOUR DOLLARS (\$542,474)**.

4. Original Exhibit B is replaced with Revised Exhibit B1, (rev. 01/09)
5. Original Exhibit C is replaced with Revised Exhibit C1, (rev. 01/09)
6. All other terms and conditions of the Agreement dated June 24, 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

EDGEWOOD CENTER FOR CHILDREN AND FAMILIES

Contractor's Signature

Date: _____

**PAYMENT SCHEDULE
EDGEWOOD CENTER FOR CHILDREN AND FAMILIES
JULY 1, 2008 THROUGH JUNE 30, 2009**

In consideration of the services provided by the Contractor pursuant to this Agreement and subject to the provisions of paragraph 3 of this Agreement herein, County shall pay Contractor in the manner described below, unless otherwise specifically authorized by the Children and Family Services Director or his designee:

1. County shall pay Contractor monthly for actual expenditures. Costs will not exceed **FIVE HUNDRED FORTY TWO THOUSAND FOUR HUNDRED SEVENTY FOUR DOLLARS (\$542,474)**. Contractor must provide detailed invoices on a format as specified by the County. Payments shall be made within 30 days upon receipt of Contractor's invoice.
2. County may withhold all or part of the Contractor's total payment if the Director of Children and Family Services or his/her designee determines reasonably that Contractor has not satisfactorily performed the services described in Exhibit A.
3. In no event shall the total exceed **FIVE HUNDRED FORTY TWO THOUSAND FOUR HUNDRED SEVENTY FOUR DOLLARS (\$542,474)** for the term of the Agreement.
4. Invoices shall be sent to:

Deborah Torres, Director, Prevention and Early Intervention Services
San Mateo County Human Services Agency
2500 Middlefield Rd.
Redwood City, CA 94063
5. All payments under this agreement must directly support services specified in this Agreement.
6. Provision of services is subject to availability of State funds and acceptable program performance. In the event that the County does not receive the adequate funding from the State, the contract may be re-negotiated and/or rescinded.
7. County will give thirty (30) days prior written notice to Contractor of County's intent to withhold payment.
8. If County reasonably determines that circumstances warrant immediate action, County may withhold payment immediately, without the thirty (30) day waiting period, upon County's written notice with justification to Contractor.

**MONITORING PROCEDURES
EDGEWOOD CENTER FOR CHILDREN AND FAMILIES
JULY 1, 2008 THROUGH JUNE 30, 2009**

I. Contract agrees to the following outcomes:

1. Needs Assessment and Implementation

- Conduct needs assessment of kinship families in San Mateo County by city through:
 - At least 12 CFS and Self-Sufficiency Unit presentations;
 - The annual Kinship caregiver Satisfaction Survey;
 - Bi-annual (2 per year) community surveys to other youth and family service providers.

2. Information and Referral

- Provide information and referral services to 200 Kinship/NREFM families per year.

3. Community Capacity Building

- Establish a presence in the cities of East Palo Alto and Daly City in addition to the San Carlos site.
- Conduct at least three educational and skill building sessions [one per region] each year with staff from CBOs and HSA.
 - 80% of attendees will indicate an increased understanding of issues for Kinship families;
 - 70% of attendees will indicate an increased comfort in working with Kinship families;
 - 50% of attendees will identify a next step to increase their agency/organization's capacity to better serve Kinship families.

4. Case Management

- Provide case management services [case management is expected to always include information on KinGAP for Kinship families] to 175 Kinship/NREFM unduplicated families per year.
 - 80% of families receiving case management services will report increased self-advocacy skills as demonstrated by an improvement in measurement scores;
 - 95% of children will remain in Kinship/NREFM placements or will be returned to their birth parent(s).

5. Support Groups

- Conduct weekly support groups in East Palo Alto, Redwood City, San Carlos, S. San Francisco and Daly City.
 - A target of seven unduplicated individuals per support group per week will attend;
 - 80% of individuals attending the support groups will report receiving appropriate support.

6. Education

- Conduct 30 parenting workshops for Kinship caretakers per year.
 - 80% of families will report the information and effectiveness of the training was good or excellent;
 - 70% of participants will report their intention to practice what they have learned.

7. Counseling/Family Group Conferencing

- Provide 360 hours of family conferencing services for KinGAP, Non-Needy Relative and Informal Kinship families.
 - 80% will report increased functioning as a result of the family conferencing;
 - 80% will report increase advocacy ability as demonstrated by an improvement in measurement scores.

8. Recreation

- Edgewood will provide bi-monthly recreation activities per year.
 - 100 unduplicated individuals will participate in at least one recreational activity per year;
 - 80% of families who participate will report the activities made a positive difference in their lives.
- Edgewood will provide 20 camperships for kinship kids.

9. Transportation/Independent Living Program (ILP)

- At least 15 kinship youth [aged 14+] receiving Kinship services will enroll in ILP.
 - Kinship youth will be on-time 85% of the time.

10. Respite

- Families will participate in respite services.

II. Contractor will be responsible for submitting quarterly activity reports, 6-month and year-end narrative reports, and year-end financial reports. Reports will be submitted to:

Deborah Torres, Director, Prevention and Early Intervention Services
San Mateo County Human Services Agency
2500 Middlefield Rd.
Redwood City, CA 94063

- a. Quarterly Activity reports are due on:
October 15, 2008; **January 31, 2009;**
April 15, 2009; July 31, 2009
- b. 6-month report is due on: **January 31, 2009**
- c. Year-end report and year-end financial reports are due on:
July 31, 2009.

III. Contractor will submit to Deborah Torres a roster of the Board of Directors and meeting dates with the year-end report.

IV. Contractor will submit to Deborah Torres a financial audit as soon as it becomes available.

V. County will conduct site visit during the term of the Agreement to review all aspects of program operations and review Contractor's documentation related to case management. This site visit will be arranged in advance with Edgewood.