

AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR

between

County of Santa Barbara

and

Council on Alcoholism and Drug Abuse

FIRST AMENDMENT

This is the First Amendment (hereafter referred to as “First Amendment”) to the Agreement for Treatment Services, BC 19-409 (hereafter Agreement), by and between the County of Santa Barbara (County) and Council on Alcoholism and Drug Abuse (CADA) (Contractor), for the provision of enhanced treatment services to County of Santa Barbara Probation clients.

WHEREAS, the Agreement is effective through February 28, 2023;

WHEREAS, County and Contractor desire to amend the Agreement to insert the Board of State and Community Corrections (BSCC) books and records requirement clauses to the Agreement and revise Contractor’s budget by amending line item budgets listed in Attachment B-1 to incorporate additional expenditures while maintaining the total contract maximum of \$894,593.00

WHEREAS, this First Amendment incorporates the terms and conditions set forth in the Agreement approved by the County of Santa Barbara on, October 15, 2019, BC 19-409;

NOW, THEREFORE, this Agreement is amended as follows:

- I. In EXHIBIT B “**Payment Arrangement**”, under Paragraph F, “OTHER FINANCIAL REQUIREMENTS, subparagraph 2. “Fiscal Records” and subparagraph 4. “Inspection of Records” are replaced with the following:

2. Fiscal Records

CONTRACTOR shall maintain proper fiscal and project books, records, documents and other evidence pertinent to the CONTRACTOR's work on this project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail as to permit tracing transactions from the invoices, to the accounting records, to the supporting documentation. These records shall be maintained for a minimum of four (4) years after the acceptance of the final local evaluation report under the Grant Agreement, and shall be subject to examination and/or audit by the COUNTY, BSCC or designees, state government auditors or designees, or by federal government auditors or designees.

4. Inspection of Records

CONTRACTOR shall make such books, records, supporting documentations, and other evidence available to the COUNTY, BSCC or designee, the State Controller's Office, the

Department of General Services, the Department of Finance, California State Auditor, and their designated representatives during the course of the project and for a minimum of four (4) years after acceptance of the final grant project audit. CONTRACTOR shall provide suitable facilities for access, monitoring, inspection, and copying of books and records related to the grant-funded project.

II. **Attachment B-1**, "SCHEDULE OF FEES", is replaced as follows:

**AMENDED ATTACHMENT B-1
SCHEDULE OF FEES**

	Adopted Budget	Adjustment	Amended Budget
Youth Reinvestment Grant (YRG) Diversion Services (7/01/19 to 6/30/20)			
<u>Salaries & Benefits:</u>			
Program Coordinator South County (\$28.62/hr. x 2 hrs./wk.) 10% effort	\$ 5,700	\$ (2,724)	\$ 2,976
Program Coordinator North County \$(28.00/hr. x 2 hrs./wk.) 10% effort	\$ 4,992	\$ (2,080)	\$ 2,912
Diversion Case Manager/Educator South County (\$18.50/hr. x 40 hrs./wk. for 24.5 wks.)	\$ 41,600	\$ (23,470)	\$ 18,130
Diversion Case Manager/Educator Santa Maria (\$20.00/hr. x 40 hrs./wk. for 19.5 wks.)	\$ 41,600	\$ (26,000)	\$ 15,600
Diversion Case Manager/Educator Lompoc (\$20.00/hr. x 40 hrs./wk. for 19.5 wks.)	\$ 41,600	\$ (26,000)	\$ 15,600
Treatment Counselor (\$24.00/hr.)	\$ 38,896	\$ (22,256)	\$ 16,640
Vertical Change Administrator (\$26.00/hr.)	\$ -	\$ 1,140	\$ 1,140
Client Admin Support (\$20.00/hr.) 10% effort	\$ -	\$ 3,120	\$ 3,120
Total Salaries	\$ 174,388	\$ (98,269)	\$ 76,119
Benefits @ 23%	\$ 40,109	\$ (22,602)	\$ 17,507
Total Salaries and Benefits	\$ 214,497	\$ (120,871)	\$ 93,626
<u>Training Costs:</u>			
Grantee Orientation Conference	\$ -	\$ 1,091	\$ 1,091
Multi-Dimensional Family Therapy	\$ -	\$ 7,000	\$ 7,000
Moral Reconciliation Therapy Training	\$ -	\$ 2,400	\$ 2,400
Girls Circle Facilitator Training	\$ -	\$ 4,657	\$ 4,657
Boys Council Facilitator Training	\$ -	\$ 2,523	\$ 2,523
Total Training Costs	\$ -	\$ 17,671	\$ 17,671
<u>Operating Costs:</u>			
Travel	\$ 2,900	\$ (1,080)	\$ 1,821
Program Supplies	\$ 5,000	\$ (1,000)	\$ 4,000
Laptops (3 x \$500.00)	\$ 1,500	\$ -	\$ 1,500
Communication (Cell Phone)	\$ 4,320	\$ (2,520)	\$ 1,800
Marketing Materials	\$ 200	\$ -	\$ 200
Printing (Brochures, Officer Cards, Visuals)	\$ -	\$ 5,000	\$ 5,000
Activities/Incentives	\$ 5,000	\$ (2,500)	\$ 2,500
Vertical Change-Program Evaluation Software	\$ -	\$ 2,250	\$ 2,250
Lompoc Facility Costs	\$ -	\$ 1,865	\$ 1,865
Total Operating Costs	\$ 18,920	\$ 2,015	\$ 20,935
Total Salaries/Benefits and Training/Operating Costs	\$ 233,417	\$ (101,185)	\$ 132,232
Indirect Costs (5% of Total Program Expenses)	\$ 11,671	\$ (5,059)	\$ 6,612
Total Contract Maximum (7/01/19 to 6/30/20)	\$ 245,088	\$ (106,244)	\$ 138,844

**AMENDED ATTACHMENT B-1
SCHEDULE OF FEES**

	Adopted Budget	Adjustment	Amended Budget
Youth Reinvestment Grant (YRG) Diversion Services (7/01/20 to 6/30/21)			
<u>Salaries & Benefits:</u>			
Program Coordinator South County (\$28.62/hr. x 40 hrs./wk.) 10% effort	\$ 5,700	\$ 253	\$ 5,953
Program Coordinator North County \$(28.00/hr. x 40 hrs./wk.) 10% effort	\$ 4,992	\$ 832	\$ 5,824
Diversion Case Manager/Educator South County (\$20.00/hr. x 40 hrs./wk.)	\$ 41,600	\$ -	\$ 41,600
Diversion Case Manager/Educator Santa Maria (\$20.00/hr. x 40 hrs./wk.)	\$ 41,600	\$ -	\$ 41,600
Diversion Case Manager/Educator Lompoc (\$20.00/hr. x 40 hrs./wk.)	\$ 41,600	\$ -	\$ 41,600
Treatment Counselor (\$24.00/hr. x 40 hrs./wk.)	\$ 38,896	\$ 11,024	\$ 49,920
Vertical Change Administrator (\$26.00/hr. x 1.25 hrs./wk.)	\$ -	\$ 1,690	\$ 1,690
Client Admin Support (\$20.00/hr. x 40 hrs./wk.) 10% effort	\$ -	\$ 4,160	\$ 4,160
Total Salaries	\$ 174,388	\$ 17,959	\$ 192,347
Benefits @ 23%	\$ 40,109	\$ 4,131	\$ 44,240
Total Salaries and Benefits	\$ 214,497	\$ 22,090	\$ 236,587
<u>Training Costs:</u>			
Multi-Dimensional Family Therapy	\$ -	\$ 7,000	\$ 7,000
Moral Reconation Therapy Training	\$ -	\$ 2,400	\$ 2,400
Girls Circle Facilitator Training	\$ -	\$ 1,656	\$ 1,656
Boys Council Facilitator Training	\$ -	\$ 955	\$ 955
Teaching Cannabis/Marijuana Awareness & Prevention	\$ -	\$ 2,355	\$ 2,355
Total Training Costs	\$ -	\$ 14,366	\$ 14,366
<u>Operating Costs:</u>			
Travel	\$ 2,900	\$ (25)	\$ 2,875
Program Supplies	\$ 5,000	\$ -	\$ 5,000
Communication (Cell Phone)	\$ 4,320	\$ -	\$ 4,320
Marketing Materials	\$ 200	\$ -	\$ 200
Printing (Brochures, Officer Cards, Visuals)	\$ -	\$ 2,500	\$ 2,500
Activities/Incentives	\$ 5,000	\$ -	\$ 5,000
Vertical Change-Program Evaluation Software	\$ -	\$ 4,500	\$ 4,500
Lompoc Facility Costs	\$ -	\$ 4,476	\$ 4,476
Total Operating Costs	\$ 17,420	\$ 11,451	\$ 28,871
Total Salaries/Benefits and Training/Operating Costs	\$ 231,917	\$ 47,906	\$ 279,823
Indirect Costs (5% of Total Program Expenses)	\$ 11,596	\$ 2,395	\$ 13,991
Total Contract Maximum (7/01/20 to 6/30/21)	\$ 243,513	\$ 50,301	\$ 293,814

**AMENDED ATTACHMENT B-1
SCHEDULE OF FEES**

	Adopted Budget	Adjustment	Amended Budget
Youth Reinvestment Grant (YRG) Diversion Services (7/01/21 to 6/30/22)			
<u>Salaries & Benefits:</u>			
Program Coordinator South County (\$28.62/hr. x 40 hrs./wk.) 10% effort	\$ 5,700	\$ 253	\$ 5,953
Program Coordinator North County \$(28.00/hr. x 40 hrs./wk.) 10% effort	\$ 4,992	\$ 832	\$ 5,824
Diversion Case Manager/Educator South County (\$20.00/hr. x 40 hrs./wk.)	\$ 41,600	\$ -	\$ 41,600
Diversion Case Manager/Educator Santa Maria (\$20.00/hr. x 40 hrs./wk.)	\$ 41,600	\$ -	\$ 41,600
Diversion Case Manager/Educator Lompoc (\$20.00/hr. x 40 hrs./wk.)	\$ 41,600	\$ -	\$ 41,600
Treatment Counselor (\$24.00/hr. x 40 hrs./wk.)	\$ 38,896	\$ 11,024	\$ 49,920
Vertical Change Administrator (\$26.00/hr. x 1.25 hrs./wk.)	\$ -	\$ 1,690	\$ 1,690
Client Admin Support (\$20.00/hr. x 40 hrs./wk.) 10% effort	\$ -	\$ 4,160	\$ 4,160
Total Salaries	\$ 174,388	\$ 17,959	\$ 192,347
Benefits @ 23%	\$ 40,109	\$ 4,131	\$ 44,240
Total Salaries and Benefits	\$ 214,497	\$ 22,090	\$ 236,587
<u>Operating Costs:</u>			
Travel	\$ 2,900	\$ (25)	\$ 2,875
Program Supplies	\$ 5,000	\$ -	\$ 5,000
Communication (Cell Phone)	\$ 4,320	\$ -	\$ 4,320
Marketing Materials	\$ 200	\$ -	\$ 200
Printing (Brochures, Officer Cards, Visuals)	\$ -	\$ 2,500	\$ 2,500
Activities/Incentives	\$ 5,000	\$ -	\$ 5,000
Vertical Change-Program Evaluation Software	\$ -	\$ 4,500	\$ 4,500
Lompoc Facility Costs	\$ -	\$ 4,476	\$ 4,476
Total Operating Costs	\$ 17,420	\$ 11,451	\$ 28,871
Total Salaries/Benefits and Operating Costs	\$ 231,917	\$ 33,540	\$ 265,457
Indirect Costs (5% of Total Program Expenses)	\$ 11,596	\$ 1,677	\$ 13,273
Total Contract Maximum (7/01/21 to 6/30/22)	\$ 243,513	\$ 35,217	\$ 278,730

**AMENDED ATTACHMENT B-1
SCHEDULE OF FEES**

	Adopted Budget	Adjustment	Amended Budget
Youth Reinvestment Grant (YRG) Diversion Services (7/01/22 to 2/28/23)			
<u>Salaries & Benefits:</u>			
Program Coordinator South County (\$28.62/hr. x 40 hrs./wk.) 10% effort	\$ 3,800	\$ 169	\$ 3,969
Program Coordinator North County \$(28.00/hr. x 40 hrs./wk.) 10% effort	\$ 3,328	\$ 555	\$ 3,883
Diversion Case Manager/Educator South County (\$20.00/hr. x 40 hrs./wk.)	\$ 27,733	\$ 0	\$ 27,733
Diversion Case Manager/Educator Santa Maria (\$20.00/hr. x 40 hrs./wk.)	\$ 27,733	\$ 0	\$ 27,733
Diversion Case Manager/Educator Lompoc (\$20.00/hr. x 40 hrs./wk.)	\$ 27,733	\$ 0	\$ 27,733
Treatment Counselor (\$24.00/hr. x 40 hrs./wk.)	\$ 25,931	\$ 7,349	\$ 33,280
Vertical Change Administrator (\$26.00/hr. x 1.25 hrs./wk.)	\$ -	\$ 1,129	\$ 1,129
Client Admin Support (\$20.00/hr. x 40 hrs./wk.) 10% effort	\$ -	\$ 2,773	\$ 2,773
Total Salaries	\$ 116,259	\$ 11,975	\$ 128,234
Benefits @ 23%	\$ 26,740	\$ 2,754	\$ 29,494
Total Salaries and Benefits	\$ 142,999	\$ 14,729	\$ 157,728
<u>Operating Costs:</u>			
Travel	\$ 2,030	\$ (18)	\$ 2,013
Program Supplies	\$ 3,633	\$ (1,009)	\$ 2,624
Communication (Cell Phone)	\$ 2,880	\$ -	\$ 2,880
Marketing Materials	\$ 200	\$ -	\$ 200
Activities/Incentives	\$ 3,000	\$ -	\$ 3,000
Vertical Change-Program Evaluation Software	\$ -	\$ 3,000	\$ 3,000
Lompoc Facility Costs	\$ -	\$ 3,036	\$ 3,036
Total Operating Costs	\$ 11,743	\$ 5,009	\$ 16,752
Total Salaries/Benefits and Operating Costs	\$ 154,742	\$ 19,739	\$ 174,480
Indirect Costs (5% of Total Program Expenses)	\$ 7,737	\$ 987	\$ 8,724
Total Contract Maximum (7/01/22 to 2/28/23)	\$ 162,479	\$ 20,726	\$ 183,204
Total Contract Maximum (07/01/19 to 2/28/23)	\$ 894,593	\$ (0)	\$ 894,593

III. **Ratifications.** The terms and provisions set forth in this First Amendment shall modify and supersede all inconsistent terms and provisions set forth in the Agreement and Exhibit(s). The terms and provisions of the Agreement, as expressly modified and superseded by this First Amendment, are ratified and confirmed and shall continue in full force and effect, and shall continue to be legal, valid, binding and enforceable obligations of the parties.

IV. **Counterparts.** This First Amendment may be executed in several counterparts, all of which taken together shall constitute a single agreement between the parties.

First Amendment for Agreement for Services of Independent Contractor between the County of Santa Barbara and Council on Alcoholism and Drug Abuse.

IN WITNESS WHEREOF, the parties have executed this First Amendment to the Agreement for Services of Independent Contractor to be effective on the date executed by COUNTY.

ATTEST:

COUNTY OF SANTA BARBARA:

Mona Miyasato
County Executive Officer
Clerk of the Board

By: _____
Deputy Clerk

By: _____
Gregg Hart, Chair, Board of
Supervisors

Date _____

**RECOMMENDED FOR
APPROVAL:
PROBATION**

CONTRACTOR:

**COUNCIL ON ALCOHOLISM AND
DRUG ABUSE**

By: _____
Tanja Heitman, Chief
Department Head

By: _____
Authorized Representative

Name _____
Title _____

APPROVED AS TO FORM:

Michael C. Ghizzoni
County Counsel

**APPROVED AS TO ACCOUNTING
FORM:**

Betsy M. Schaffer, CPA
Auditor-Controller

By: _____
Deputy County Counsel

By: _____
Deputy

**APPROVED AS TO FORM:
Risk Management**

By: _____
Risk Management