

**THIRD AMENDMENT TO AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR FOR  
EMERGENCY CHILD CARE BRIDGE PROGRAM**

**Santa Barbara County**  
Department of Social Services

***Third Amendment***

This is a *Third* Amendment (Second Amendment to the Agreement) to the Agreement for Services of Independent Contractor, by and between the **County of Santa Barbara** (COUNTY) and **Santa Barbara Family Care Center dba Children's Resource and Referral of Santa Barbara County** (CONTRACTOR).

**WHEREAS**, on June 16, 2023, the COUNTY approved the Agreement for Services with Independent Contractor, BC#23-101, (Agreement) with CONTRACTOR for the provision of Emergency Child Care Bridge Program for Foster Children;

**WHEREAS**, the initial term of the Agreement commenced on July 1, 2023 and expired on June 30, 2024;

**WHEREAS**, on June 25, 2024, the COUNTY approved First Amendment to the Agreement with CONTRACTOR to extend the initial term for one additional year commencing on July 1, 2024, through June 30, 2025 (First Extension Period);

**WHEREAS**, on June 24, 2025, the COUNTY approved Second Amendment to the Agreement with CONTRACTOR to extend the initial term for one additional year commencing on July 1, 2025 through June 30, 2026 (Second Extension Period); and

**WHEREAS**, the parties now desire to amend the Agreement to increase the total contract amount .

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, COUNTY and CONTRACTOR agree as follows.

**The Agreement is amended as follows:**

1. Section II.B.1.b of **EXHIBIT A** is amended to state in its entirety:
  - b. Distribute Emergency Child Care Bridge Voucher directly to the child care provider. Emergency Child Care Bridge Voucher payments shall not exceed the amount determined by COUNTY. CONTRACTOR shall ensure that Emergency Child Care Bridge Voucher payments will not exceed the designated voucher amount set forth in **EXHIBIT B-1 or B-2 (updated 11/2025)**, as applicable.
2. Section A of **EXHIBIT B** of the Agreement is amended to state in its entirety:
  - A. For CONTRACTOR services to be rendered under this Agreement, CONTRACTOR shall be paid a total contract amount, including cost reimbursements, not-to-exceed \$803,000 for the period of July 1, 2023 through June 30, 2024, and not-to-exceed \$1,523,832 for the period of July 1, 2024 through June 30, 2026. CONTRACTOR shall not exceed the line item amounts identified within each program as set forth in **EXHIBIT B-1 or B-2 (updated 11/2025)**, as applicable.

In order to meet the limits of reappropriation of funds issued via County Fiscal Letter 19/20-52, CONTRACTOR shall spend at least the following amount on following services in each Fiscal Year without exceeding the total annual budget:

| <b>Fiscal Year</b>         | <b>Administration Navigator</b> | <b>Administration Trauma</b> | <b>Administration County Operations</b> | <b>Vouchers</b> | <b>Total</b> |
|----------------------------|---------------------------------|------------------------------|---|-----------------|--------------|
| July 1, 2023-June 30, 2024 | \$93,106                        | \$105,824                    | \$61,490                                | \$542,580       | \$803,000    |
| July 1, 2024-June 30, 2026 | \$162,806                       | \$76,227                     | \$215,625                               | \$1,069,174     | 1,523,832    |

These amounts are based on the current allocation and are subject to change based on yearly fund allocation.

3. Section B of **EXHIBIT B** is amended to state in its entirety:

- B. Payment for services and /or reimbursement of costs shall be made upon CONTRACTOR's satisfactory performance, based upon the scope and methodology contained in **EXHIBIT A** as determined by COUNTY. Payment for services and/or reimbursement of costs shall be based upon the costs, expenses, overhead charges and hourly rates for personnel, as defined in **EXHIBIT B-1** (Line Item Budget) for the period of July 1, 2023 through June 30, 2024, and **EXHIBIT B-2** (Line Item Budget) (**updated 5/2025**) for the period of July 1, 2024 through June 30, 2026. Invoices submitted for payment that are based upon **EXHIBIT B-1 or B-2 (updated 11/2025)** must contain sufficient detail to enable an audit of the charges and provide supporting documentation if so specified in **EXHIBIT A**.

4. Section C of **EXHIBIT B** is amended to state in its entirety:

- C. On the 15<sup>th</sup> of the month following the provision of services, CONTRACTOR shall submit to the COUNTY DESIGNATED REPRESENTATIVE an invoice or certified claim on the County Treasury for the service performed over the period specified. These invoices or certified claims must cite the assigned Board Contract Number. COUNTY DESIGNATED REPRESENTATIVE shall evaluate the quality of the service performed and if found to be satisfactory and within the cost basis of **EXHIBIT B-1 or B-2 (updated 11/2025)** shall initiate payment processing. COUNTY shall pay invoices or claims for satisfactory work within 30 days of receipt of correct and complete invoices or claims from CONTRACTOR.

5. Replace **EXHIBIT B-2 (updated 11/2025)**, Line Item Budget for Fiscal Years 2024-2026 as attached.

In all other respects, the Agreement remains unchanged and shall remain in full effect.

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Third Amendment to the Agreement between the **County of Santa Barbara** and **Santa Barbara Family Care Center dba Children's Resource and Referral of Santa Barbara County**.

**IN WITNESS WHEREOF**, the parties have executed this Third Amendment to the Agreement to be effective on the date executed by COUNTY.

**ATTEST:**

Mona Miyasato  
County Executive Officer  
Clerk of the Board

By: \_\_\_\_\_  
Deputy Clerk

**COUNTY OF SANTA BARBARA:**

By: \_\_\_\_\_  
Laura Capps, Chair  
Board of Supervisors

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

**RECOMMENDED FOR APPROVAL:**

Department of Social Services

Signed by:  
By: Daniel Nelson  
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Department Head

**CONTRACTOR:**

Santa Barbara Family Care Center dba  
Children's Resource and Referral of Santa  
Barbara County

DocuSigned by:  
By: [Signature]  
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Authorized Representative

Name: Michelle Graham

Title: Chief Executive Officer

**APPROVED AS TO FORM:**

Rachel Van Mullem  
County Counsel

DocuSigned by:  
By: Paul Lee  
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Deputy County Counsel

**APPROVED AS TO ACCOUNTING FORM:**

Betsy M. Schaffer, CPA  
Auditor-Controller

Signed by:  
By: James E Munro  
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Deputy

**APPROVED AS TO FORM:**

Greg Milligan, ARM  
Risk Management

Signed by:  
By: Greg Milligan  
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Risk Management

**EXHIBIT B-2 (updated 11/2025)**  
**LINE ITEM BUDGET**

**Term beginning: July 1, 2024**

**Term ending: June 30, 2026**

**BUDGET**

| <b><u>PROGRAM LINE ITEM</u></b>             |      | <b><u>Voucher</u></b> | <b><u>Navigator</u></b> | <b><u>Trauma</u></b> | <b><u>Admin</u></b> | <b><u>TOTAL</u></b> |
|---|------|-----------------------|-------------------------|----------------------|---------------------|---------------------|
| <b>PERSONNEL COSTS</b>                      |      |                       |                         |                      |                     |                     |
| Child Care Services Specilaist              | 1.63 |                       | 89,617                  |                      |                     | 89,617              |
| Trauma Informed Coaching                    | 0.68 |                       |                         | 38,073               |                     | 38,073              |
| Children Services Manager                   | 0.38 |                       | 21,274                  | 14,274               |                     | 35,548              |
| Contract Manager                            | 0.23 |                       | 18,048                  | 4,548                |                     | 22,596              |
| Total FTE                                   | 2.95 |                       |                         |                      |                     |                     |
| Taxes and Fringe Benefits                   | 32   |                       | 41,405                  | 18,359               |                     | 59,764              |
| <b>TOTAL PERSONNEL COSTS</b>                |      |                       | 170,344                 | 75,254               | -                   | 245,598             |
| <b>NON-PERSONNEL OPERATION COSTS</b>        |      |                       |                         |                      |                     |                     |
| Mileage                                     |      |                       | 506                     | 506                  |                     | 1,012               |
| Out of County Travel                        |      |                       |                         | 768                  |                     | 768                 |
| Participant Payments                        |      | 1,069,174             |                         |                      |                     | 1,069,174           |
| Rent  |      |                       | 1,085                   | 1,085                |                     | 2,170               |
| Utilities                                   |      |                       | 675                     | 1,066                |                     | 1,741               |
| Program Materials Office/ IT Supplies       |      |                       | 1,350                   | 1,350                |                     | 2,700               |
| Staff Training                              |      |                       |                         | 2,170                |                     | 2,170               |
| <b>TOTAL NON-PERSONNEL OPERATIONS COSTS</b> |      | 1,069,174             | 3,616                   | 6,945                | -                   | 1,079,735           |
| <b>TOTAL DIRECT COSTS</b>                   |      | 1,069,174             | 173,960                 | 82,199               | -                   | 1,325,333           |
| <b>OTHER</b>                                |      |                       |                         |                      |                     |                     |
| Indirect @ 15% max                          |      | -                     | 37,455                  | 15,419               | -                   | 52,874              |
| Administration                              |      | -                     |                         |                      | 145,625             | 145,625             |
| <b>TOTAL PROGRAM COSTS</b>                  |      | 1,069,174             | 211,415                 | 97,618               | 145,625             | 1,523,832           |