

**AMENDMENT #4  
TO CONTRACT BETWEEN  
COUNTY OF VENTURA  
AND  
CHILD DEVELOPMENT RESOURCES OF VENTURA COUNTY, INC.  
FOR  
STAGE ONE CHILD CARE FOR CALWORKS RECIPIENTS**

The County of Ventura (County) and Child Development Resources of Ventura County, Inc. (Contractor), hereby agree that the Contract previously entered into by the parties, also identified as County of Ventura Contract No. C2223, on July 1, 2022, modified by Contract Modification 01 effective April 1, 2023, modified by Amendment #2 effective July 1, 2023, modified by Amendment #3 effective April 1, 2024, is further modified effective July 1, 2024, as follows:

1. The parties agree that the Contract's Maximum Reimbursable Amount is \$6,100,000 for Fiscal Year July 1, 2022-June 30, 2023, \$6,895,000 for Fiscal Year July 1, 2023-June 30, 2024 and \$6,895,000 for Fiscal Year July 1, 2024-June 30, 2025. Any remaining funds from one Fiscal Year may not be carried into the subsequent Fiscal Year."
2. Section 1. SERVICES TO BE PERFORMED BY CONTRACTOR. The first sentence is deleted and replaced with the following: "In consideration of the payments hereinafter set forth, Contractor will perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibits A, A1, B1, B2, B3, B4 and C to this Contract."
3. Section 2. PAYMENTS. The first sentence is deleted and replaced with the following: "In consideration of the services rendered in accordance with all applicable terms, conditions and specifications, County will make payment to Contractor in the manner specified in Exhibit A (Scope of Work) and in Exhibit A1 (Scope of Work for Fiscal Year 2023-2024) and in accordance with the approved budget for this Contract herein included as Exhibit B1 (Budget), Exhibit B2, Exhibit B3 and in Exhibit B4 (Budget for Fiscal Year 2024-2025). Any remaining funds from one Fiscal Year may not be carried into the subsequent Fiscal Year."
4. Exhibit B4-Budget (for Fiscal Year 2024-25), attached hereto and incorporated by reference, is added to this Contract.
5. All other terms and conditions of the Contract remain the same.

**COUNTY OF VENTURA**

**CHILD DEVELOPMENT RESOURCES OF VENTURA COUNTY INC.**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Melissa Livingston

\_\_\_\_\_  
Jack Hinojosa

\_\_\_\_\_  
Director, Human Services Agency

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**CHILD DEVELOPMENT RESOURCES OF VENTURA COUNTY INC.**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\* If a corporation, this Contract must be signed by two specific corporate officers.

The first signature must be either the (1) Chief Executive Officer, (2) Chairman of the Board, (3) President, or any (4) Vice President.

The second signature must be the (a) Secretary, an (b) Assistant Secretary, the (c) Chief Financial Officer, or any (d) Assistant Treasurer.

In the alternative, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company.

| Contract Budget   |  | Exhibit B4                                 |  |
|---|--|--|--|
| 1. CONTRACTOR NAME: Child Development Resources of Ventura County, Inc. |  |  |  |
| 2. PROGRAM ACTIVITY/PROJECT NAME:                                       |  | Stage One Child Care - CalWORKs Recipients |  |
| 3. PERFORMANCE PERIOD   |  | 4. EFFECTIVE DATES                         |  |
| FROM: July 1, 2024  |  | 7/1/2024                                   |  |
| TO: June 30, 2025   |  | INITIAL CONTRACT EFFECTIVE DATE: 7/1/2022  |  |
|   |  | AMENDMENT #: 4                             |  |
| CONTRACT #: C2223   |  | AMENDMENT EFFECTIVE DATE: 7/1/2024         |  |

| BUDGET SUMMARY                              |                |                 |                                 |
|---|----------------|-----------------|---------------------------------|
| I. DIRECT PROGRAM EXPENSES                  | BUDGET SUMMARY | LEVERAGED COSTS | LEVERAGE TYPE (In-Kind or Cash) |
| A. Staff Salaries                           | \$ 785,333     |                 |                                 |
| B. Staff Fringe Benefits                    | \$ 199,826     |                 |                                 |
| C. Program Operating Expenses               | \$ 169,279     |                 |                                 |
| D. Contractual Services                     | \$ -           |                 |                                 |
| E. Direct Child Care Payments               | \$ 5,171,250   |                 |                                 |
| F. Other                                    | \$ -           |                 |                                 |
| SUBTOTAL SECTION I -DIRECT PROGRAM EXPENSES | \$ 6,325,688   |                 |                                 |
| II. INDIRECT COSTS                          | \$ 569,312     |                 |                                 |
| TOTAL CONTRACT BUDGET                       | \$ 6,895,000   |                 |                                 |

| BUDGET DETAIL                                 |                |        |             |            |
|---|----------------|--------|-------------|------------|
| I. DIRECT PROGRAM EXPENSES                    |                |        |             |            |
| A. Staff Salaries (List Position/Title)       | Monthly Salary | FTE(S) | # of Months | Total      |
| Manager, Child Care Services                  | 10561.11       | 0.420  | 12          | \$ 53,266  |
| Representative, Programs Information          | 2330.97        | 0.085  | 12          | \$ 2,372   |
| Specialist I, Provider Agreement              | 3995.04        | 2.538  | 12          | \$ 121,673 |
| Specialist I, Provider Reimbursement          | 4391.2         | 0.615  | 12          | \$ 32,386  |
| Specialist I, Resource and Referral           | 5333.33        | 0.050  | 12          | \$ 3,200   |
| Specialist II, Parent Services                | 6357.05        | 5.000  | 12          | \$ 381,423 |
| Specialist II, Provider Reimbursement         | 5161.36        | 0.371  | 12          | \$ 22,966  |
| Specialist II, Resource and Referral          | 7235           | 0.050  | 12          | \$ 4,341   |
| Supervisor, Child Care Services (Parent Serv) | 7831.17        | 1.000  | 12          | \$ 93,974  |
| Supervisor, Child Care Services (Prov Serv)   | 6935.37        | 0.233  | 12          | \$ 19,358  |
| Supervisor, Child Care Services (R&R)         | 7552.45        | 0.014  | 12          | \$ 1,296   |
| Coordinator, Quality Assurance                | 8143.37        | 0.120  | 12          | \$ 11,746  |
| Specialist, Quality Assurance                 | 5014.91        | 0.240  | 12          | \$ 14,467  |
| Specialist, Program Support (Parent Services) | 4321.06        | 0.124  | 12          | \$ 6,409   |
| Specialist, Program Support Services - PrvSrv | 4352.75        | 0.124  | 12          | \$ 6,456   |
| 0   | 0              | 0.000  | 12          | \$ -       |
| 0   | 0              | 0.000  | 12          | \$ -       |
| 0   | 0              | 0.000  | 12          | \$ -       |
| 0   | 0              | 0.000  | 12          | \$ -       |
| 0   | 0              | 0.000  | 12          | \$ -       |
| Temporary Employee                            |                |        |             | \$ 10,000  |
| A. Subtotal Staff Salaries                    | 89516.14       | 10.98  |             | \$ 785,333 |

| B. Staff Fringe Benefits                           | Rate (%) | Total      |
|--|----------|------------|
| Payroll Taxes<br>(Social security, Medicare, etc.) | 8.16%    | \$ 64,080  |
| Health Benefits                                    | 11.80%   | \$ 92,680  |
| Retirement Contributions                           | 5.00%    | \$ 38,767  |
| WORKER'S COMP                                      | 0.55%    | \$ 4,299   |
| Other (please describe):                           | 0.00%    | \$ -       |
| B. Subtotal Staff Fringe Benefits                  |          | \$ 199,826 |

| C. Program Operating Expenses<br>(Must be verifiable and cannot also be treated as an Indirect Cost.) | Budget Justification & Calculation Details  | TOTAL    |
|---|---|----------|
| Staff Travel  | Travel for conference and training 4 X \$1,325. Mileage for staff 3000 miles X \$0.67 | \$ 7,310 |

| Contract Budget   |  | Exhibit B4                                 |  |
|---|--|--|--|
| 1. CONTRACTOR NAME: Child Development Resources of Ventura County, Inc. |  |  |  |
| 2. PROGRAM ACTIVITY/PROJECT NAME:                                       |  | Stage One Child Care - CalWORKs Recipients |  |
| 3. PERFORMANCE PERIOD   |  | 4. EFFECTIVE DATES                         |  |
| FROM: July 1, 2024  |  | 7/1/2024                                   |  |
| TO: June 30, 2025   |  | INITIAL CONTRACT EFFECTIVE DATE: 7/1/2022  |  |
|   |  | AMENDMENT #: 4                             |  |
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|  |  |                   |
|--|--|-------------------|
| Facility Lease/Mortgage  | Allocation for facilities at Central is based on three different allocations depending on square footage and expense allocated by type. Building, Grounds, Building Equipment Maint/Repairs, Janitorial based on 3.1097% sqft occupied out of \$301,475. Janitorial based on 3.5725% sqft occupied out of \$354,261. Rent based on 3.1100% square foot occupied out of \$1,172,585. Warehouse is based on 1.778% occupied space of total costs \$56,756. | \$ 59,507         |
| Telephone/Utilities  | Allocation for telephone and utilities at Central are based on different allocations depending on square footage and expense allocated by type. Refuse/electricity/gas 3.1097% sqft occupied out of \$255,924. Telephone and water based on 3.5725% sqft occupied out of \$150,405. Warehouse Refuse/electricity/gas 1.6557% sqft occupied out of \$1,027. Telephone/utilities are based on 1.247% occupied space of total costs \$2,005.                | \$ 13,374         |
| Office Supplies & Equipment*   | Includes office and training supplies, replacement costs for computer for replacing aging equipment and other office equipment based on historical costs.  | \$ 22,446         |
| Other Program Costs  | Direct and allocated costs for postage, membership dues, and payroll fees, Auto Equipment, Office Equipment, and Communication equipment Maint/Repair based in usage by employees based on historical costs.   | \$ 13,642         |
| Software/Computer Supplies   | Allocated costs of software based on caseload, computer equipment, with peripheral supplies based on historical and expansion of digital services.   | \$ 53,000         |
| <b>C. Subtotal Direct Program Operating Expenses</b>   |  | <b>\$ 169,279</b> |
| (*Note: For equipment items over \$5,000 and a useful life of more than one year, additional approval is needed. Please list all such items individually with the per-unit costs.) |  |                   |

| Contract Budget   |  | Exhibit B4                                 |  |
|---|--|--|--|
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| D. CONTRACTUAL SERVICES<br>(List legal entity name for each) | Contract Description & Cost Details | Vendor (V) (to follow<br>2 CFR §200.331) | Total |
|--|-------------------------------------|--|-------|
|  |                                     |  | \$ -  |
|  |                                     |  | \$ -  |
|  |                                     |  | \$ -  |
|  |                                     |  | \$ -  |
|  |                                     |  | \$ -  |
| D. Subtotal Contractual Services                             |                                     |  | \$ -  |

| E. Direct Child Care Payments          | Quantity or # of Months | Unit Cost Per Month |  | TOTAL        |
|--|-------------------------|---------------------|--|--------------|
| Direct Child Care Payments             | \$ 12                   | \$ 430,938          |  | \$ 5,171,250 |
| E. Subtotal Direct Child Care Payments |                         |                     |  | \$ 5,171,250 |

| F. OTHER (Please Describe) | Budget Justification & Calculation Details |      |
|----------------------------|--|------|
|                            |  | \$ - |
|                            |  | \$ - |
|                            |  | \$ - |
|                            |  | \$ - |
|                            |  | \$ - |
|                            |  | \$ - |
| F. Subtotal Other          |  | \$ - |

|                                   |                     |
|-----------------------------------|---------------------|
| <b>DIRECT PROGRAM COSTS TOTAL</b> | <b>\$ 6,325,688</b> |
|-----------------------------------|---------------------|

| II. INDIRECT COSTS* (Use one of the options below.)                            |          |                                       |                  |            |
|--|----------|---------------------------------------|------------------|------------|
|  | Rate (%) | Cost Base Rate Applied<br>to (Amount) | Cost Base (Type) | Total      |
| 1. Federally Negotiated Indirect Cost Rate<br>(Must attach your approved ICRA) | 8%       | \$ 6,325,688                          |                  |            |
| 2. De Minimis 10%  | 9%       | \$ 6,325,688                          | MTDC             | \$ 569,312 |
| 3. Other Program Special Rate<br>(May be referenced in RFP, provide details)   |          |                                       |                  | \$ -       |
| INDIRECT COSTS TOTAL   |          |                                       |                  | \$ 569,312 |

\*Please note that items cannot be charged as both Direct Program Expenses and Indirect Costs. See 2 CFR §200.412-§200.415.

Please list the general items classified by your agency as Indirect Costs: