

**AMENDMENT #3  
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 is further modified effective April 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, and \$6,895,000 for Fiscal Year July 1, 2023-June 30, 2024. 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 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 and in Exhibit B3 (Budget for Fiscal Year 2023-2024). Any remaining funds from one Fiscal Year may not be carried into the subsequent Fiscal Year."
4. Exhibit B3-Budget (for Fiscal Year 2023-24), 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**

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

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

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

\_\_\_\_\_  
Date

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

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

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

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

\_\_\_\_\_  
Date

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

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

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Printed Name

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Title

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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 B3	
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, 2023	TO: June 30, 2024	INITIAL CONTRACT EFFECTIVE DATE: 7/1/2022	
		BUDGET MODIFICATION #: 3	
CONTRACT #: C2223		MODIFICATION EFFECTIVE DATE: 4/1/2024	

BUDGET SUMMARY			
I. DIRECT PROGRAM EXPENSES	BUDGET SUMMARY	ADJUSTMENTS (INCREASE/	REVISED BUDGET
A. Staff Salaries	\$ 710,305	\$ 40,882	\$ 751,187
B. Staff Fringe Benefits	\$ 180,951	\$ 4,908	\$ 185,859
C. Direct Program Operating Expenses	\$ 181,892	\$ (30,039)	\$ 151,853
D. Contractual Services	\$ -	\$ -	\$ -
E. Direct Child Care Payments	\$ 4,575,000	\$ 720,360	\$ 5,295,360
F. Other	\$ -	\$ -	\$ -
SUBTOTAL SECTION I -DIRECT PROGRAM EXPENSES	\$ 5,648,148	\$ 736,111	\$ 6,384,259
II. INDIRECT COSTS	\$ 451,852	\$ 58,889	\$ 510,741
TOTAL CONTRACT BUDGET	\$ 6,100,000	\$ 795,000	\$ 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	10511.76	0.501	12	\$ 63,171
Specialist II, Parent Services	5642.5	4.000	12	\$ 270,840
Specialist I, Parent Services	4941.37	1.000	12	\$ 59,296
Specialist, Program Support Services - PrvSrv	4061.99	0.107	12	\$ 5,206
Specialist I, Provider Agreement	3817.56	2.477	12	\$ 113,450
Specialist I, Provider Reimbursement	4143.12	0.424	12	\$ 21,080
Specialist II, Provider Reimbursement	4835.97	0.320	12	\$ 18,593
Specialist I, Resource and Referral	4745.51	0.080	12	\$ 4,556
Specialist II, Resource and Referral	5860.4	0.085	12	\$ 5,971
Supervisor, Child Care Services (Parent Serv)	7368.4	1.000	12	\$ 88,421
Supervisor, Child Care Services (Prov Serv)	6323.6	0.370	12	\$ 28,046
Supervisor, Child Care Services (R&R)	6379.35	0.028	12	\$ 2,105
Coordinator, Quality Assurance	7532.82	0.104	12	\$ 9,365
Specialist, QA	4700.47	0.043	12	\$ 2,442
Program Support				
Analyst, Program Operations	8568.66	0.029	12	\$ 2,992
Assistant, Executive	7403.07	0.142	12	\$ 12,606
Clerk, Parent Services Unit	4005.19	0.107	12	\$ 5,133
Officer, Program Operations Analysis	14589.35	0.132	12	\$ 23,040
Representative, Programs Information	2149.91	0.111	12	\$ 2,859
Specialist, Human Resources	6059.69	0.028	12	\$ 2,014
Temporary Employee				\$ 10,000
A. Subtotal Staff Salaries	123640.69	11.09		\$ 751,187

B. Staff Fringe Benefits	Rate (%)	Total
Payroll Taxes		
(Social security, Medicare, etc.)	8.19%	\$ 61,512
Health Benefits	11.27%	\$ 84,686
Retirement Contributions	5.00%	\$ 37,059
WORKER'S COMP	0.35%	\$ 2,602
Other (please describe):	0.00%	\$ -
B. Subtotal Staff Fringe Benefits		\$ 185,859

C. Direct Program Operating Expenses	Budget Justification & Calculation Details	TOTAL
(Must be verifiable and cannot also be treated as an		
Staff Travel	Based in usage by employee based on historical costs, 2 employees at \$1250 each for annual business conference. Mileage for staff 3350 miles X \$0.655	\$ 4,694

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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 3.52% sqft occupied out of \$304,776. Janitorial based on 4.2287% sqft occupied out of \$366,327. Rent based on 3.52% square foot occupied out of \$1,172,585. Warehouse is based on 1.89% occupied space of total costs \$56,752	\$ 68,566
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 3.5201% sqft occupied out of \$143,254. Telephone and water based on 4.2288% sqft occupied out of \$135,256. Warehouse Refuse/electricity/gas 1.67% sqft occupied out of \$1,027 telephone/utilities are based on 1.347% occupied space of total costs \$2,005	\$ 10,807
Insurance Related to the Program	Allocation of 3.087% based on FTE \$199,451	\$ 6,157
Office Supplies & Equipment*	Includes office and training supplies, replacement costs for computer for replacing aging equipment and other office equipment based on historical costs.	\$ 14,451
Program Outreach	Direct and allocated costs based on historical costs	\$ -
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.	\$ 9,608
Software/Computer Supplies	Allocated costs of software based on caseload, computer equipment, with peripheral supplies based on historical and expansion of digital services.	\$ 37,570
<b>C. Subtotal Direct Program Operating Expenses</b>		<b>\$ 151,853</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.)		

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D. CONTRACTUAL SERVICES	Contract Description & Cost Details	Subaward (S) or	Total
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
D. Subtotal Contractual Services			\$ -

E. Direct Child Care Payments	Quantity or # of Months	Unit Cost Per Month	TOTAL
Direct Child Care Payments	\$ 12	441280	\$ 5,295,360
E. Subtotal Direct Child Care Payments			\$ 5,295,360

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

DIRECT PROGRAM COSTS TOTAL	\$ 6,384,259
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II. INDIRECT COSTS* (Use one of the options below.)				
	Rate (%)	Cost Base Rate Applied to (Amount)	Cost Base (Type)	Total
1. Federally Negotiated Indirect Cost Rate (Must attach your approved ICRA)	8%	\$ 6,384,259		\$ 510,741
2. De Minimis 10%	10%		MTDC	\$ -
3. Other Program Special Rate (May be referenced in RFP, provide details)				\$ -
INDIRECT COSTS TOTAL				\$ 510,741

\*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: