

**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

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 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 FROM: July 1, 2023 TO: June 30, 2024 | | 4. EFFECTIVE DATES INITIAL CONTRACT EFFECTIVE DATE: 7/1/2022 BUDGET MODIFICATION #: 3 MODIFICATION EFFECTIVE DATE: 4/1/2024 | |
| CONTRACT #: C2223 | | | |

| 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 <i>(Must be verifiable and cannot also be treated as an</i> | Budget Justification & Calculation Details | TOTAL |
|--|--|--------------|
| Staff Travel | Based in useage 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 |

| | | | |
|--|-------------------|---|--|
| 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 | |
| CONTRACT #: C2223 | | BUDGET MODIFICATION #: 3 | |
| | | MODIFICATION EFFECTIVE DATE: 4/1/2024 | |

| | | |
|--|--|-------------------|
| 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/utilites 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 |
| C. Subtotal Direct Program Operating Expenses | | \$ 151,853 |
| (*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 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 FROM: July 1, 2023 TO: June 30, 2024 | | 4. EFFECTIVE DATES INITIAL CONTRACT EFFECTIVE DATE: 7/1/2022 BUDGET MODIFICATION #: 3 MODIFICATION EFFECTIVE DATE: 4/1/2024 | |
| CONTRACT #: C2223 | | | |

| 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 | Total |
|----------------------------|--|-------|
| | | \$ - |
| | | \$ - |
| | | \$ - |
| | | \$ - |
| | | \$ - |
| | | \$ - |
| F. Subtotal Other | | \$ - |

| | |
|-----------------------------------|---------------------|
| DIRECT PROGRAM COSTS TOTAL | \$ 6,384,259 |
|-----------------------------------|---------------------|

| 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: