

**COUNTY OF VENTURA
HUMAN SERVICES AGENCY
CONTRACT MODIFICATION**

Contract Term: July 1, 2022 through June 30, 2023	Modification Effective Date: February 1, 2023
Agency/Program: Child Development Resources of Ventura County, Inc. / Emergency Child Care Bridge Program for Foster Children ("The Bridge Program")	Modification Number: 01 Contract Number: C2223.02

WHEREAS, as of July 1, 2022, the County of Ventura, a political subdivision of the State of California, hereinafter called "COUNTY", and Child Development Resources of Ventura County, Inc., hereinafter called "CONTRACTOR", executed a contract for Emergency Child Care Bridge Program for Foster Children ("The Bridge Program"); and

WHEREAS, the contract contains a provision allowing for its modification in writing with the mutual consent of the COUNTY and CONTRACTOR; and

WHEREAS, COUNTY and CONTRACTOR now agree to modify said Agreement to increase the budget by \$112,500, for a new contract amount of \$734,125.

NOW THEREFORE, the COUNTY and CONTRACTOR do mutually agree to the following modifications to the contract as follows:

1. On the first page of the Contract (in the table), the "Contract Amount" of \$621,625 is replaced with \$734,125, to read: "Contract Amount \$734,125".
2. In Exhibit A Section IV. Compensation Schedule and Fiscal Information, in the second sentence of the first paragraph, the dollar amount of \$621,625 is replaced with \$734,125, to read: "The maximum COUNTY obligation of this contract shall not exceed \$734,125 total,"
3. In Exhibit A Section IV. Compensation Schedule and Fiscal Information, in the first paragraph, subsection 3), the dollar amount of \$450,000 is replaced with \$562,500, to read: "Emergency Child Care Voucher/Payment Services: \$562,500 maximum."
4. In Exhibit A Section IV. Compensation Schedule and Fiscal Information, in the third bullet of subsection G. Cost Criteria for Administration/Indirect Costs, the dollar amount of \$450,000 is replaced with \$562,500, to read: "Emergency Child Care Voucher/Payment Services: \$562,500 maximum."
5. Exhibit B.3 is deleted and replaced with Exhibit B-3.1 which is attached and incorporated herein by reference.

6. All other terms and conditions of the contract shall remain unchanged and are in full force and effect.

IN WITNESS WHEREOF, COUNTY and CONTRACTOR have executed this Contract Modification.

COUNTY OF VENTURA	CONTRACTOR
By:	By:
Printed Name: MELISSA LIVINGSTON	Printed Name: JACK HINOJOSA
Title: DIRECTOR, HUMAN SERVICES AGENCY	Title: CHIEF EXECUTIVE OFFICER
Date:	Date:
	Tax ID # On File

Contract Budget		Exhibit B.3.1	
1. CONTRACTOR NAME: Child Development Resources of Ventura County, Inc.			
2. PROGRAM ACTIVITY/PROJECT NAME:		Foster Bridge - Voucher	
3. PERFORMANCE PERIOD		4. EFFECTIVE DATES	
FROM: 7/1/2022	TO: 6/30/2023	INITIAL CONTRACT EFFECTIVE DATE:	7/1/2022
		BUDGET MODIFICATION #:	1
CONTRACT #:C2223.02		MODIFICATION EFFECTIVE DATE:	1-Feb-23

BUDGET SUMMARY			
I. DIRECT PROGRAM EXPENSES	APPROVED BUDGET (Enter original budget numbers here)	ADJUSTMENTS (INCREASE/DECREASE)	REVISED BUDGET
A. Staff Salaries	\$ 36,239	\$ 6,704	\$ 42,943
B. Staff Fringe Benefits	\$ 7,153	\$ 1,111	\$ 8,264
C. Direct Program Operating Expenses	\$ 13,275	\$ 6,352	\$ 19,627
D. Contractual Services	\$ -	\$ -	\$ -
E. Direct Child Care Payments	\$ 360,000	\$ 90,000	\$ 450,000
F. Other	\$ -	\$ -	\$ -
SUBTOTAL SECTION I -DIRECT PROGRAM EXPENSES	\$ 416,667	\$ 104,167	\$ 520,834
II. INDIRECT COSTS	\$ 33,333	\$ 8,333	\$ 41,667
TOTAL CONTRACT BUDGET	\$ 450,000	\$ 112,500	\$ 562,500

BUDGET DETAIL				
I. DIRECT PROGRAM EXPENSES				
A. Staff Salaries (List Position/Title)	Monthly Salary	FTE(S)	# of Months	Total
Manager, Child Care Services	8833.87	0.0257	12	\$ 2,724
Navigator, Child Care Bridge	4335.24	0.556	12	\$ 28,925
Specialist, Provider Reimbursement	4334.2	0.0258	12	\$ 1,342
Specialist, Provider Agreement	3479.66	0.0415	12	\$ 1,733
Supervisor, Child Care Services (Bridge Prog)	6330.45	0.0541	12	\$ 4,110
Supervisor, Child Care Services (Prov Serv)	5880.77	0.0112	12	\$ 790
Coordinator, Quality Assurance	6552	0.0129	12	\$ 1,014
Program Support	0	0	12	\$ -
Analyst, Program Operations	7583.42	0.001	12	\$ 91
Assistant, Executive	6711.47	0.0051	12	\$ 411
Officer, Program Operations Analysis	12913	0.0047	12	\$ 728
Representative, Programs Information	1950.34	0.0338	12	\$ 791
Manager, Facilities	9429.19	0.0006	12	\$ 68
Specialist, Human Resources Recruitment	5362.93	0.0011	12	\$ 71
Supervisor, Facilities Maintenance	6096.13	0.0004	12	\$ 29
Worker, Facilities Maintenance	4020.38	0.0024	12	\$ 116
A. Subtotal Staff Salaries	93813.05	0.776		\$ 42,943

B. Staff Fringe Benefits	Rate (%)	Total
Payroll Taxes (Social security, Medicare, etc.)	8.43%	\$ 3,622
Health Benefits	4.11%	\$ 1,766
Retirement Contributions	5.00%	\$ 2,147
WORKER'S COMP	1.70%	\$ 729
Other (please describe):	0.00%	\$ -
B. Subtotal Staff Fringe Benefits		\$ 8,264

C. Direct Program Operating Expenses (Must be verifiable and cannot also be treated as an Indirect Cost.)	Budget Justification & Calculation Details	TOTAL
Staff Travel	Based in useage by employee for staff mileage 213.68 miles X \$0.585	\$ 125

Contract Budget		Exhibit B.3.1	
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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 on 0.3592% sqft occupied out of \$301,476. Janitorial based on 0.4313% sqft occupied out of \$251,121. Rent based on 0.36% square foot occupied out of \$1,172,585. Warehouse is based on .097% occupied space of total costs \$56,753	\$ 6,442
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 0.3592% sqft occupied out of \$143,092. Telephone and water based on 0.4315% sqft occupied out of \$128,154. Warehouse telephone/utilities are based on .071% occupied space of total costs \$11,276	\$ 1,075
Insurance Related to the Program	Allocation of 0.18265% based on FTE \$93,350	\$ 170
Office Supplies & Equipment*	replacing aging equipment and other office equipment based on historical costs.	\$ 2,343
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.	\$ 2,445
Software/Computer Supplies	Allocated costs of software based on caseload, and peripheral equipments based on historical costs.	\$ 6,972
Audit Services	Allocation of 0.186% based on FTE out of \$28,800	\$ 55
C. Subtotal Direct Program Operating Expenses		\$ 19,627
(*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 (List legal entity name for each)	Contract Description & Cost Details	Subaward (\$) or Vendor (V) (to)	Total
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<i>D. Subtotal Contractual Services</i>			\$ -

E. CLIENT/PARTICIPANT DIRECT COSTS	Quantity or # of Months	Unit Cost Per Month	TOTAL
Direct Child Care Payments	\$ 12	37500	\$ 450,000
<i>E. Subtotal Direct Child Care Payments</i>			\$ 450,000

F. OTHER (Please Describe)	Budget Justification & Calculation Details	Total
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
<i>F. Subtotal Other</i>		\$ -

DIRECT PROGRAM COSTS TOTAL	\$ 520,834
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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%	\$ 520,834		\$ 41,667
2. De Minimis 10%	10%	\$ -	MTDC	\$ -
3. Other Program Special Rate (May be referenced in RFP, provide details)				\$ -
INDIRECT COSTS TOTAL				\$ 41,667

*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: