

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

Contract Term: July 1, 2022 through June 30, 2023	Modification Effective Date: April 01, 2023
Agency/Program: Child Development Resources of Ventura County, Inc. / Stage One Child Care for CalWORKs Recipients	Modification Number: 01 Contract Number: C2223

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 Stage One Child Care for CalWORKs Recipients; 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 \$700,000, for a new contract amount of \$6,100,000.

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

1. Exhibit B is deleted and replaced with Exhibit B-1 which is attached and incorporated herein by reference.
2. 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-1	
1. CONTRACTOR NAME: Child Development Resources of Ventura County, Inc.			
2. PROGRAM ACTIVITY/PROJECT NAME: Sta			
3. PERFORMANCE PERIOD		4. EFFECTIVE DATES	
FROM: July 1, 2022	TO: June 30,2023	INITIAL CONTRACT EFFECTIVE DA	7/1/2022
		BUDGET MODIFICATION #:	
CONTRACT #:C2223		MODIFICATION EFFECTIVE DATE:	4/1/2023

BUDGET SUMMARY			
	APPROVED BUDGET (Enter original budget numbers here)	ADJUSTMENTS (INCREASE/ DECREASE)	REVISED BUDGET
I. DIRECT PROGRAM EXPENSES			
A. Staff Salaries	\$ 596,524	\$ 55,645	\$ 652,169
B. Staff Fringe Benefits	\$ 159,921	\$ 4,368	\$ 164,289
C. Direct Program Operating Expenses	\$ 193,555	\$ (46,665)	\$ 146,890
D. Contractual Services	\$ -	\$ -	\$ -
E. Client/Participant Direct Costs	\$ 4,050,000	\$ 634,800	\$ 4,684,800
F. Other	\$ -	\$ -	\$ -
SUBTOTAL SECTION I -DIRECT PROGRAM EXPENSES	\$ 5,000,000	\$ 648,148	\$ 5,648,148
II. INDIRECT COSTS	\$ 400,000	\$ 51,852	\$ 451,852
TOTAL CONTRACT BUDGET	\$ 5,400,000	\$ 700,000	\$ 6,100,000

details below. The Adjustments and Revised Budget above will autocalculate.

BUDGET DETAIL				
I. DIRECT PROGRAM EXPENSES				
A. Staff Salaries (List Position/Title)	Monthly Salary	FTE(S)	# of Months	Total
Manager, Child Care Services	9582.19	0.538	12	\$ 61,897
Specialist, Parent Services	4928.48	5.000	12	\$ 295,709
Specialist, Program Support Services - PrvSrv	3702.78	0.145	12	\$ 6,425
Specialist, Provider Agreement	3305.32	1.485	12	\$ 58,893
Specialist, Provider Reimbursement	3952.57	0.862	12	\$ 40,885
Specialist, Resource and Referral	4621.14	0.165	12	\$ 9,144
Supervisor, Child Care Services (Parent Serv)	6728.8	1.000	12	\$ 80,746
Supervisor, Child Care Services (Prov Serv)	5764.4	0.453	12	\$ 31,349
Supervisor, Child Care Services (R&R)	5815.22	0.028	12	\$ 1,919
Coordinator, Quality Assurance	6866.68	0.139	12	\$ 11,454
Program Support	0	0.000	12	\$ -
Analyst, Program Operations	7810.92	0.028	12	\$ 2,615
Assistant, Executive	6758.27	0.143	12	\$ 11,581
Clerk, Parent Services Unit	3443.91	0.145	12	\$ 5,976
Officer, Program Operations Analysis	13299.2	0.147	12	\$ 23,508
Representative, Programs Information	1959.79	0.148	12	\$ 3,471
Specialist, Human Resources	5523.82	0.024	12	\$ 1,597
Temporary Staff				\$ 5,000
A. Subtotal Staff Salaries				\$ 652,169

B. Staff Fringe Benefits	Rate (%)	Total
Payroll Taxes (Social security, Medicare, etc.)	8.29%	\$ 54,043
Health Benefits	11.61%	\$ 75,734
Retirement Contributions	5.00%	\$ 32,358
Other (please describe):	0.33%	\$ 2,154
Other (please describe):	0.00%	\$ -
B. Subtotal Staff Fringe Benefits		\$ 164,289

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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 based on historical costs, 5 employees at \$600 each for annual business conference. Mileage for staff 3486 miles X \$0.585	\$ 5,039
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 3.322% sqft occupied out of \$351,294. Janitorial based on 3.99% sqft occupied out of \$251,122. Rent based on 3.32% square foot occupied out of \$1,172,585. Warehouse is based on 1.54% occupied space of total costs \$56,760	\$ 61,494
Telephone/Utilities	Allocation for telephone and utilites at Central are based on different allocations depending on square footage and expense allocated by type. Refuse/electricity/gas 3.322% sqft occupied out of \$151,302. Telephone and water based on 3.9904% sqft occupied out of \$169,422. Warehouse Refuse/electricity/gas 1.363% sqft occupied out of \$1,027 telephone/utilites are based on 1.097% occupied space of total costs \$2,005	\$ 11,823
Insurance Related to the Program	Allocation of 2.833% based on FTE \$214,931	\$ 6,089
Office Supplies & Equipment*	Includes office and training supplies, replacement costs for computer for replacing aging equipment and other office equipment based on historical costs.	\$ 20,071
Program Outreach	Direct and allocated costs based on historical costs	\$ 60
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.	\$ 9,070
Software/Computer Supplies	Allocated costs of software based on caseload, computer equipment, with periphal supplies based on historical and expansion of digital services. Allocation 10.318% out of \$313,336.	\$ 32,330
Audit Services	Allocation of 3.173% based on FTE out of \$28,800	\$ 914
C. Subtotal Direct Program Operating Expenses		\$ 146,890
(*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.)		

D. CONTRACTUAL SERVICES (List legal entity name for each)	Contract Description & Cost Details	Vendor (V) (to follow 2 CFR	Total
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
D. Subtotal Contractual Services			\$ -

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E. CLIENT/PARTICIPANT DIRECT COSTS				TOTAL
Vocational Training Costs	Avg. Cost Per Participant	# of Participants		
				\$ -
On-the-Job Training	Avg. Rate Per Hour	Avg. Hours Per Month	Avg. # of Months	
Participant Wages				\$ -
Participant Benefits	Avg. Benefit Rate (%):			\$ -
Supportive Services (WIOA contract only)	Add Budget Justification & Calculation Details Below			
				\$ -
Family Stabilization Support Funds (CFS contracts only, when permitted)	Add Budget Justification & Calculation Details Below			
	Quantity or # of Months	Unit Cost Per Month		\$ -
Direct Child Care Payments	12	\$ 390,400.00		\$ 4,684,800
				\$ -
E. Subtotal Client/Participant Direct Costs				\$ -
F. OTHER (Please Describe)	Budget Justification & Calculation Details			
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
F. Subtotal Other				\$ -

DIRECT PROGRAM COSTS TOTAL	\$ 963,348
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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%	\$ 5,648,148		\$ 451,852
2. De Minimis 10% Excludes Client/Participant Direct Costs	10%	\$ 963,348	MTDC	\$ -
3. Other Program Special Rate (May be referenced in RFP, provide details)				\$ -
INDIRECT COSTS TOTAL				\$ 451,852

*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: