

**AGREEMENT FOR SERVICES #6722**  
**AMENDMENT IV**

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**This Fourth Amendment** to that Agreement for Services #6722, is made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and Volunteers of America Northern California and Northern Nevada, Inc., a California Domestic Non-Profit, duly qualified to conduct business in the State of California, whose principal place of business is 3434 Marconi Avenue, Sacramento, California 95821 (hereinafter referred to as "Contractor");

**RECITALS**

**WHEREAS**, Contractor has been engaged by County to assist its Health and Human Services Agency (HHS), in case management and operation services at the short-term congregate Navigation Center project ("Project"), pursuant to Agreement for Services #6722, dated June 28, 2022, First Amendment to Agreement for Services #6722, dated March 13, 2023, Second Amendment to Agreement for Services #6722, dated June 20, 2023, and Third Amendment to Agreement for Services #6722, dated December 5, 2023, incorporated herein and made by reference a part hereof (hereinafter referred to as "Agreement");

**WHEREAS**, the parties hereto desire to amend the Agreement to extend the expiration date of June 30, 2024 for an additional 90 days, amending **ARTICLE II, Term**;

**WHEREAS**, the parties hereto desire to amend the Agreement to increase the not-to-exceed compensation amount of the Agreement by \$500,000, for the extended term of the Agreement, amending **ARTICLE III, Compensation for Services**, and adding **Exhibit A.2**, marked "Amended Fee Schedule A.2;"

**WHEREAS**, unless otherwise specified herein, the following terms and conditions shall be effective upon final execution of this Fourth Amendment to that Agreement #6722.

**NOW THEREFORE**, in consideration of the foregoing and the mutual promises and covenants hereinafter contained, County and Contractor mutually agree to amend the terms of the Agreement in this Fourth Amendment to Agreement #6722 on the following terms and conditions:

1) **ARTICLE II, Term**, of the Agreement is amended in its entirety to read as follows:

**ARTICLE II**

**Term:** This Agreement, as amended, shall become effective upon final execution by both parties hereto and shall cover the period of June 28, 2022 through September 29, 2024.

2) **ARTICLE III, Compensation for Services**, of the Agreement is amended in its entirety to read as follows:

### ARTICLE III

**Compensation for Services:** For services provided herein, including any deliverables that may be identified herein, County agrees to pay Contractor upon the satisfactory completion and County's acceptance of work, in arrears. Payment shall be made within forty-five (45) days following County's receipt and approval of invoices identifying the services rendered.

For the period beginning June 28, 2022, the effective date of the Agreement and continuing until June 27, 2023, for the services provided herein, the billing rates shall be in accordance with **Exhibit A**, marked "Fee Schedule," incorporated herein and made by reference a part hereof.

For the period beginning June 28, 2023, the effective date of the Second Amendment to the Agreement and continuing through December 4, 2023, for the services provided herein, the billing rates shall be in accordance with **Amended Exhibit A**, marked "Fee Schedule," incorporated herein and made by reference a part hereof.

For the period beginning on the December 5, 2023, the effective date of the Third Amendment to the Agreement and continuing through the day before the effective date of this Fourth Amendment to the Agreement, for the services provided herein, the billing rates shall be in accordance with **Exhibit A.1**, marked "Amended Fee Schedule," incorporated herein and made by reference of part hereof.

For the period beginning on the effective date of this Fourth Amendment to the Agreement, and continuing through the remaining term of the Agreement, for the services provided herein, the billing rates shall be in accordance with **Exhibit A.2**, marked "Amended Fee Schedule A.2," incorporated herein and made by reference of part hereof.

All expenses and their distribution among tasks are estimates only. The fee schedule represents the composition of the total not-to-exceed budget for this Agreement. In the performance of the scope of services to be provided in accordance with this budget, Contractor may request updates to the fee schedule to reflect necessary staffing in compliance with Article V, "Changes to Agreement;" or to reallocate the expenses listed herein among the various tasks, subcontractor, and direct expenses identified herein, subject to the County Contract Administrator's written approval. In no event shall the total not-to-exceed amount of the Agreement be exceeded.

**Maximum Obligation:** The maximum obligation for services and deliverables provided under this Agreement for the period of June 28, 2022 through September 29, 2024 shall not exceed \$2,719,779, inclusive of all costs, taxes, and expenses.

Reimbursement for mileage expenses for Contractor shall not exceed the rates to be paid to County employees under the current Board of Supervisors Travel Policy at the time the mileage expenses are incurred. There shall be no markups allowed on mileage expenses for Contractor.

Invoices shall follow the format specified by County and shall reference this Agreement number on their faces.

<b><i>Email (preferred method):</i></b>	<b><i>U.S. Mail:</i></b>
<p data-bbox="423 186 711 218"><a href="mailto:CSinvoice@edcgov.us">CSinvoice@edcgov.us</a></p> <p data-bbox="358 222 774 254">Please include in the subject line:</p> <p data-bbox="306 260 826 329">“Contract #, Service Month, Description / Program</p>	<p data-bbox="1021 186 1287 218">County of El Dorado</p> <p data-bbox="928 222 1382 254">Health and Human Services Agency</p> <p data-bbox="1036 260 1276 291">Attn: Finance Unit</p> <p data-bbox="997 298 1315 329">3057 Briw Road, Suite B</p> <p data-bbox="979 333 1328 365">Placerville, CA 95667-5321</p>

or to such other location as County directs.

In the event that Contractor fails to deliver, in the format specified, the deliverables required by this Agreement, County at its sole option may delay the payment for the period of time of the delay, cease all payments until such time as the required deliverables are received, or proceed as set forth below in the Article titled, Default, Termination, and Cancellation, herein.

Except as herein amended, all other parts and sections of that Agreement #6722 shall remain unchanged and in full force and effect.

**Requesting Contract Administrator Concurrence:**

By: *Alyson McMillan* Dated: 05/16/2024  
Alyson McMillan  
Program Manager, Housing and Homelessness Services  
Health and Human Services Agency

**Requesting Department Head Concurrence:**

By: *Olivia B. Cooper* Dated: 05/16/2024  
Olivia Byron-Cooper (May 16, 2024 08:45 PDT)  
Olivia Byron-Cooper, MPH  
Director  
Health and Human Services Agency

IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment to Agreement for Services #6772 on the dates indicated below.

-- COUNTY OF EL DORADO --

By: \_\_\_\_\_  
Chair  
Board of Supervisors  
"County"

Dated: \_\_\_\_\_

Attest:  
Kim Dawson  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy Clerk

Dated: \_\_\_\_\_

-- VOLUNTEERS OF AMERICA NORTHERN CALIFORNIA AND  
NORTHERN NEVADA, INC. --

By: *Christie Holderegger*  
Christie Holderegger (May 22, 2024 16:33 PDT)  
Christie Holderegger  
Chief Executive Officer  
"Contractor"

Dated: 05/22/2024

By: *Melissa Liou*  
Melissa Liou (May 22, 2024 14:18 PDT)  
Melissa Liou  
Interim Chief Operating Officer  
"Contractor"

Dated: 05/22/2024

**Volunteers of America Northern California and Northern Nevada, Inc.**

**Exhibit A.2**

**Amended Fee Schedule A-2**

<b>STAFFING</b>				
<b>POSITIONS</b>	<b>DESCRIPTONS</b>	<b>BUDGET (TERM THRU 6/30/24)</b>	<b>90-DAY AMENDED BUDGET (Term: 7/1/24 to 9/29/24)</b>	<b>TOTAL NOT TO EXCEED BUDGET</b>
Program Director	Oversight of Program Staff and Operations	\$160,000.00	\$34,826.09	\$194,826.09
Support Supervisor	Intake/HMIS Coordinator Outreach	\$121,000.00	\$27,086.96	\$148,086.96
Case Manager		\$347,000.00	\$77,391.30	\$424,391.30
Maintenance	Ensure cleanliness of facility	\$110,000.00	\$23,217.39	\$133,217.39
Lead Support	Oversee Support Staff and Staff Schedules, HMIS/Intake	\$241,000.00	\$54,173.91	\$295,173.91
Support	2 Staff per shift/3 shifts per 24 hours/7 days week	\$737,000.00	\$170,260.87	\$907,260.87
<b>TOTAL SALARIES</b>		<b>\$1,716,000.00</b>	<b>\$386,956.52</b>	<b>\$2,102,956.52</b>
<b>OTHER COSTS</b>				
Staff Training	CPR, Trauma Informed Care, De-escalation, & Motivational Interviewing Training	\$4,000.00	\$892.94	\$4,892.94
Professional Fees	Electronic Record Keeping	\$10,000.00	\$2,232.36	\$12,232.36
Program Supplies	Medication, personal supplies	\$8,000.00	\$1,785.89	\$9,785.89
Client Assistance	Bus Passes/Transportation	\$7,000.00	\$1,562.65	\$8,562.65
Incidentals	Client supplemental food/snacks, television, misc shelter supplies	\$20,000.00	\$4,464.72	\$24,464.72
Cleaning, linen & laundry	Cleaning supplies, linen supplies, laundry, toilet paper, towels, etc .	\$65,065.00	\$14,524.85	\$79,589.85
Equipment Expense & Furnishings	Mattresses - (60@ \$200, 1st Year= \$12,000) Tables, Chairs, Desks Benches (\$20,000 First Year)	\$40,000.00	\$8,929.44	\$48,929.44
Mileage & Travel	Mileage reimbursement	\$7,000.00	\$1,562.65	\$8,562.65
Utilities/Disposal		\$6,000.00	\$1,339.42	\$7,339.42
Facilities	Tools, equipment, supplies, PPE gear	\$8,000.00	\$1,785.89	\$9,785.89
General Office	Paper, office supplies, (Start Up 7 Computers, 2 Printers= \$7,650)	\$12,175.00	\$2,717.90	\$14,892.90
Telephone	Telephone & Internet, Telephone Equipment (Start up \$6,000)	\$14,000.00	\$3,125.30	\$17,125.30
Insurance	Vehicle & General liability, Property Insurance	\$7,000.00	\$1,562.65	\$8,562.65
Equipment Maint & Rental Travel	Copy Machine	\$5,000.00	\$1,116.18	\$6,116.18
Food & lodging Administrative Expense	Staff meetings	\$1,000.00	\$223.24	\$1,223.24
			\$0.00	\$0.00
<b>OTHER SUPPORT COSTS</b>		<b>\$214,240.00</b>	<b>\$47,826.09</b>	<b>\$262,066.09</b>
Direct Program Expenses		\$1,930,240.00	\$434,782.61	\$2,365,022.61
Admin Allocation (15%)		\$289,539.00	\$65,217.39	\$354,756.39
<b>TOTAL EXPENSES</b>		<b>\$2,219,779.00</b>	<b>\$500,000.00</b>	<b>\$2,719,779.00</b>