

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

645



**FROM:** Community Action Partnership of Riverside County

**SUBMITTAL DATE:**  
April 8, 2010

**SUBJECT:** Amendment #1 to Agreement #UO6097 with Richard Heath and Associates, Inc. for the California Lifeline Telephone Program

**RECOMMENDED MOTION:** That the Board of Supervisors ratify and:

- 1) Authorize the Chairman of the Board to sign the attached Amendment #1 to Agreement #UO6097 between Richard Heath and Associates, Inc. (RHA) and Community Action Partnership of Riverside County (CAP Riverside), increasing the maximum contract amount from \$10,500 to \$15,750 for the term July 28, 2009 through July 27, 2010.
- 2) Instruct the Auditor Controller to adjust the budget as identified in the attached Schedule A.

Continued - 3 pages total

*[Signature]*  
Maria Y. Juarez, CCAP, Deputy Director for  
Lois J. Carson, CCAP, Executive Director

**FINANCIAL DATA**

Current F.Y. Total Cost:	\$ 5,250	In Current Year Budget:	No
Current F.Y. Net County Cost:	\$	Budget Adjustment:	Yes
Annual Net County Cost:	\$	For Fiscal Year:	09/10

**SOURCE OF FUNDS:** 100% Richard Heath & Associates, Inc.

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input checked="" type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE  
*[Signature]*  
BY: Debra Cournoyer  
Debra Cournoyer

**County Executive Office Signature**

Dept't Recomm.:  Consent  Policy

Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.: 1/5/10 (#3.9)

District: All

Agenda Number:

3.17

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, AUDITOR-CONTROLLER  
BY: *[Signature]* 4/20/10  
SAMUEL WONG

FORM APPROVED COUNTY COUNSEL  
*[Signature]* 4/14/10  
DATE  
LARISSA R-MCKENNA

**FROM:** Community Action Partnership of Riverside County

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**BACKGROUND:**

On January 5, 2010 (Agenda Item #3.9), the Board ratified Agreement #UO6097 with Richard Heath and Associates, Inc. to fund the 2009-2010 Program Year. Since 2003, RHA has made funding available to CAP Riverside for a marketing program to increase participation in the California Lifeline Telephone Program (CLTP), which provides telephone service to eligible low-income consumers at reduced rates. CAP Riverside acts as the "Outreach Provider" by:

- Educating consumers about CLTP and its enrollment process;
- Disseminating CLTP materials in mail campaigns or at community events; and
- Referring consumers to the phone carrier of their choice or the LifeLine Call Center.

Amendment #1 to the agreement increases the maximum contract amount from \$10,500 to \$15,750 and enables CAP Riverside to provide outreach to 1,000 additional consumers for a total of 3,000.

**FINANCIAL IMPACT:** No County General Funds will be required.

**CONCUR/EXECUTE:** Auditor Controller

LJC:MYJ:KA;jb

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**PAGE:** 3 of 3

**SCHEDULE A**  
Community Action Partnership of Riverside County  
Budget Adjustment  
Fiscal Year 2009/2010

**INCREASE IN APPROPRIATIONS:**

CAARC-21050-5200200000-527780

Special Program Expense     \$5,250

**INCREASE IN REVENUE:**

CAARC-21050-5200200000-781360

Other Misc. Revenue     \$5,250



program design+management  
 Community Action Partnership of Riverside County  
 Contract #: UO6097, Amendment #1

**FIRST AMENDMENT TO THE  
 OUTREACH PARTNER AGREEMENT**

This Amendment #1 to the Outreach Partner Agreement ("Agreement"), is dated as of March 23, 2010, between Richard Heath and Associates, Inc., ("RHA") and Community Action Partnership of Riverside County ("Outreach Partner"), collectively referred to as "Parties".

Whereas RHA and Outreach Partner have entered into the Outreach Partner Agreement dated July 28, 2009. RHA and Outreach Partner mutually agree to change certain provisions of the Agreement:

Outreach Partner Agreement

1) Delete and Replace Section 25 with the following:

Julie Weigand, Senior Program Manager  
 Richard Heath and Associates, Inc.  
 590 W. Locust Avenue, Suite 103  
 Fresno, CA 93650

2) Replace Addendum 1 dated July 28, 2009, with Addendum 1, Amendment 1 dated March 23, 2010. The revised education goal and Not-to-Exceed Amount is noted below:

	Amended	From	Increase
2009-2010 Payment	\$15,750	\$10,500	\$5,250
Educations Goal	3,000	2,000	1,000

Except as specifically changed above all other terms and conditions of the Outreach Partner Agreement shall remain unchanged, in full force and effect. The aforementioned changes will become effective immediately upon the execution of this Amendment by the Parties.

"RHA"

"Outreach Partner"

RICHARD HEATH AND ASSOCIATES, INC.

COMMUNITY ACTION PARTNERSHIP OF RIVERSIDE COUNTY

By: \_\_\_\_\_  
 David Wear, Chief Executive Officer

\_\_\_\_\_  
 Marion Ashley, Chairman  
 Board of Supervisors

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

590 W. Locust Avenue, Suite 103  
 Fresno, CA 93650  
 Phone: (559) 447-7000

4080 Lemon Street  
 Riverside, CA 92501  
 (951) 955-9500

FORM APPROVED COUNTY COUNSEL  
 BY: Larisa R-Mckenna 9/14/10  
 LARISA R-MCKENNA DATE

Previous Contract Total	\$10,500
Addition or Reduction	\$ 5,250
Revised Contract Total	\$15,750

**ORIGINAL**

**ADDENDUM I  
Amendment 1**

**Community Action Partnership of Riverside County**

Compensation under the Agreement shall be determined by the performance of specified and mutually agreed to Outreach Activities projected by the Outreach Partner. Payments will be made monthly for educations performed and verified by submitted signatures and activity statements.

**LifeLine 2009 – 2010 Payment Schedule (Amended, March 23, 2010)**

Activity/Goal	Units	Rate	Payment Not to Exceed
Educations verified by signatures	3,000	\$5.25	\$15,750

Changes in Outreach activity will be updated with an amendment to the Addendum I. Outreach Partner shall submit Statements of Activity as completed to RHA to report the following activities:

- Number of verifiable educations

The Monthly Activity Summary Invoice (Attachment 1) with backup Workshop Education Signature Sheets (Attachment 2) and 1-on-1 Education Signature Sheets (Attachment 3) provided as documentation should be delivered by mail or efax to RHA by the seventh (7<sup>th</sup>) of the following month. The invoicing period will include all activity performed in the prior month. For example, documentation for activity performed in the month of September will be submitted to RHA after September 30<sup>th</sup> and before October 7<sup>th</sup>.