

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

506 A



**FROM:** Office on Aging

**SUBMITTAL DATE:**  
09-14-2011

**SUBJECT:** Senior Community Service Employment Program (SCSEP) FY 2010/11 Regular Contract Extension to December 31, 2011.

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

1. Approve and Authorize Chair to execute Standard Agreement Amendment #3 (TV-1011-21) for FY 2010-2011 with the California Department of Aging (CDA).
2. Return four (4) Standard Agreements to the Office on Aging for further processing.
3. Approve and direct Auditor Controller's Office to make the budget adjustments in Schedule A, attached.

**BACKGROUND:** Standard Agreement TV-1011-21 Amendment # 2 with the California Department of Aging (CDA) was approved on August 16, 2011 as agenda item 3.67. Under the terms of this agreement with the CDA, the funds support the operation of the Senior Community Service Employment Program (SCSEP), providing part-time employment/training positions for seniors 55 years of age and over, in public and private not-for-profit agencies countywide.

*Edward F. Walsh*  
Edward F. Walsh, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 405	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	11/12

<b>SOURCE OF FUNDS:</b> Federal 100%	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input checked="" type="checkbox"/>

**C.E.O RECOMMENDATION:**

APPROVE

**County Executive Office Signature**

BY: *Lani Sioson*  
Lani Sioson

- Policy
- Policy
- Consent
- Consent

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

**Prev. Agn. Ref.:** 3.67 8/16/2011; 3.49 6/29/2010 | **District:** All | **Agenda Number:**

**3.19**

FISCAL PROCEDURES APPROVED  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY: *Samuel Wong* 10/14/11  
 SAMUEL WONG  
 Departmental Controller  
 DATE: 9/14/11  
 BY: NEAL R. KIPNIS  
 FORM: APPROVED COUNTY COUNSEL  
 Der. Recomm.:  
 Per Exec. Ofc.:

Page 2

**Subject: Standard Agreement (TV-1011-21) with the California Department of Aging Senior Community Service Employment Program, FY 11/12.**

Amendment # 2 extended the term of the agreement from June 30, 2011 to December 31, 2011. Amendment # 3 transfers unused funds in the amount of \$405 from FY 2010-11 to FY 2011-12 and authorizes obligations and expenditures through December 31, 2011. Office on Aging is requesting the movement of these unused funds to FY 2011-12.

We are requesting no additional cash matching contribution and there is no impact on County general funds.

OFFICE ON AGING  
Schedule A  
FY 11/12

INCREASE ESTIMATED REVENUE

5300100000 21450 767140 Fed-Misc Reimbursement	\$405
--	-------

INCREASE APPROPRIATION

5300100000 21450 510320 Temporary Salaries	\$405
--	-------

**SUBJECT:** Senior Community Service Employment Program (SCSEP) FY 2010/11  
Regular Contract Extension to December 31, 2011.

**STANDARD AGREEMENT AMENDMENT**

STD. 213 A (Rev 6/03)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 2 Pages

AGREEMENT NUMBER <b>TV-1011-21</b>	AMENDMENT NUMBER <b>3</b>
REGISTRATION NUMBER	

1. This Agreement is entered into between the State Agency and Contractor named below:  
 STATE AGENCY'S NAME  
**California Department of Aging**  
 CONTRACTOR'S NAME  
 COUNTY OF RIVERSIDE

2. The term of this Agreement is **July 1, 2010** through **December 31, 2011**

3. The maximum amount of this **\$ 884,612.00** Agreement after this amendment is: **Eight hundred eighty-four thousand six hundred twelve and 00/100**

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:  
 This amendment transfers unused funds from fiscal year 2010-11 to fiscal year 2011-12 and authorizes obligations and expenditures through December 31, 2011. The funding under this Agreement remains the same. The number of participant slots is reallocated proportionally.

Exhibit B - Budget Detail, Payment Provisions and Closeout, Amendment 3 page 7, **Budget Display** is attached and incorporated, and replaces all previous Budget Displays.

The Budget for Amendment 3, is hereby incorporated by reference and replaces all previous Budgets.

See attached "Amended Terms and Conditions for Amendment 3".

All other terms and conditions shall remain the same.

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

<b>CONTRACTOR</b>		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) COUNTY OF RIVERSIDE		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING		
ADDRESS 6296 RIVERCREST DRIVE, SUITE K RIVERSIDE CA 92507		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME California Department of Aging		<input checked="" type="checkbox"/> Exempt per: Mello Grunland Older Californians Act
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Rachel de la Cruz, Manager, Contracts and Business Services Section		
ADDRESS 1300 National Drive, Suite 200, Sacramento, CA 95834		

FORM APPROVED BY COUNTY COUNSEL  
 BY: NEAL R. KIRNIS  
 DATE: 12/31/11

## Amended Terms and Conditions for Amendment 3

The following language is added to Exhibit B of the terms and conditions of this Agreement.

### Article II. Budget and Budget Revisions, B.

The Contractor shall not be entitled to payment for expenses incurred during the July 1, 2011 through December 31, 2011 extended contract period until the Senior Community Service Employment Program (Title V) Budget (CDA 35) for Amendment 3 is reviewed and approved by the Department.

### Article II. Budget and Budget Revisions, C. 1.

For the July 1, 2011 through December 31, 2011 extended contract period, no budget revisions will be accepted.

### Article III. Payment A.

For the July 1, 2011 through December 31, 2011 extended contract period, the Contractor shall continue to submit the Monthly Expenditure Report/Request for Funds (CDA 29) monthly through the December 31, 2011 reporting period.

### Article IV. Closeout

The Financial Closeout Report (CDA 90) for the Amendment 3 extended contract period will be due by January 30, 2012.

**Exhibit B - Budget Detail, Payment Provisions, and Closeout**

**"Budget Display"**  
 SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM  
 County of Riverside

<b>2010/11 TITLE V FEDERAL FUNDS*</b>	
2010/11 Original Allocation	884,612
2010/11 Expenditures	(884,207)
2010/11 Carryover to 2011/12	405
2010/11 Expended Participant Slots	97
<b>2011/12 TITLE V FEDERAL FUNDS*</b>	
2010/11 Carryover to 2011/12	405
<b>TOTAL 2011/12 FEDERAL TITLE V</b>	<b>405</b>
2011/12 Participant Slots	0
<b>Grand Total Federal Funds Allocated for 10/11 and 11/12</b>	<b>884,612</b>
<b>Total Participant Slots</b>	<b>1,056</b>

\* Maximum of 8% allowed for Administration  
 \* Minimum of 79% for participant wages and fringe benefits

\*\*Funds for this contract are estimated using the following U.S. Department of Labor grant:

CFDA#	Project Title	Grant #	Effective Date
17.235	SCSEP-State Grants	AD-19970B50	7/1/2010