

CLERK/BOARD OF SUPERVISORS
2022 APR 20 AM 9:59

April 8, 2022

TO: Clerk of the Board

FROM: Debbie Plascencia — Procurement & Contracts Division

RE: The Agreement with the County of Riverside Department of Public Health — Contract File #19-10176 California State Public Health Department, Women, Infants and Children (WIC) Division — Supplemental Nutrition Program

Attached is a fully original executed agreement for your records.

In any further inquiries with the Contract Administration Unit regarding this contract, please reference the contract number.

Thank you. ☺

/dp

Kim Saruwatari, M.P.H., Director

Dr. Geoffrey Leung, M.D., Public Health Officer

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES
STANDARD AGREEMENT - AMENDMENT
 STD 213A (Rev. 4/2020)

SCO ID: 4265-1910176-A3

| | | |
|------------------------------|-------------------------|-----------------------------|
| AGREEMENT NUMBER 19-10176 | AMENDMENT NUMBER A03 | Purchasing Authority Number |
|------------------------------|-------------------------|-----------------------------|

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 2 PAGES

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME
California Department of Public Health

CONTRACTOR NAME
County of Riverside

2. The term of this Agreement is:

START DATE
October 1, 2019

THROUGH END DATE
September 30, 2022

3. The maximum amount of this Agreement after this Amendment is:

\$53,731,749.00 Fifty-Three Million Seven Hundred Thirty-One Thousand Seven Hundred Forty-Nine Dollars

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:

1. This amendment is adding \$265,639.00 to the base funding, to better support the Contractor's needs and allow the Contractor to perform more of the same services. In addition, \$423,473.00 is being added for the "Books for Kids Program" (State General Funds, effective 07/01/2021 - 06/30/2022). These changes increase the contract by \$689,112.00, changing the total amount to read \$53,731,749.00. Funds were also shifted in fiscal year 3 to accommodate anticipated expenses.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Riverside

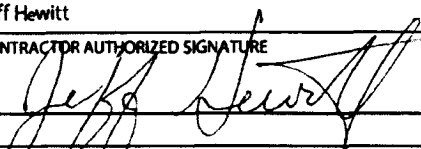
CONTRACTOR BUSINESS ADDRESS
4080 Lemon Street, 5th Floor

| | | |
|-------------------|-------------|--------------|
| CITY Riverside | STATE CA | ZIP 92501 |
|-------------------|-------------|--------------|

PRINTED NAME OF PERSON SIGNING
Jeff Hewitt

TITLE
Chairperson, Board of Supervisors

CONTRACTOR AUTHORIZED SIGNATURE



DATE SIGNED
MAR 01 2022

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME
California Department of Public Health

CONTRACTING AGENCY ADDRESS
1616 Capitol Avenue, Suite 74.262, MS 1802, PO Box 997377

| | | |
|--------------------|-------------|--------------|
| CITY Sacramento | STATE CA | ZIP 95899 |
|--------------------|-------------|--------------|

PRINTED NAME OF PERSON SIGNING
Joseph Torrez

Digitally signed by Joseph Torrez


TITLE
Chief, Contracts Management Unit

CONTRACTING AGENCY AUTHORIZED SIGNATURE
Torrez

Date: 2022.03.09
09:55:28 -08'00'

DATE SIGNED

EXEMPTION (If Applicable)

ATTEST:
KECIA R. HARPER, Clerk
By  DEPUTY

APPROVED
 MAR 22 2022
 EE:th
 OFFICE OF LEGAL SERVICES
 DEPT. OF GENERAL SERVICES

WHEN DOCUMENT IS FULLY EXECUTED RETURN
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MAR 01 2022 3.32

to Riverside County Clerk of the Board, Stop 1010
 Post Office: Box 1147, Riverside, Ca 92502-1147
 Thank you.

II. Certain changes made in this amendment are displayed as follows: Text additions are displayed in **bold and underline**. Text deletions are displayed with a strike through the text (i.e., ~~Strike~~).

III. Revised Exhibit A, Scope of Work, Provision 4. as follows:

4. Project Representatives

A. The project representatives during the term of this agreement will be:

| California Department of Public Health | County of Riverside |
|--|--|
| Paul Smith, Contract Manager Telephone: (916) 928-8671 Fax: (916) 263-3314 E-mail: Paul.Smith@cdph.ca.gov | Kim Saruwatari, M.P.H. Telephone: (951) 358-7036 Fax: (951) 358-4529 E-mail: KSaruwatari@ruhealth.org |

B. Direct all inquiries to:

| California Department of Public Health | County of Riverside |
|---|---|
| CDPH/WIC Division Attention: Paul Smith, Contract Manager Local Services Branch 3901 Lennane Drive Sacramento, CA 95834 Telephone: (916) 928-8671 Fax: (916) 263-3314 E-mail: Paul.Smith@cdph.ca.gov | Attention: Gayle Hoxter, M.P.H., R.D. 4210 Riverwalk Parkway, Suite 400 Riverside, CA 92505 P.O. Box 7600 (Mailing Address) Riverside, CA 92513 Telephone: (951) 358-5311 Fax: (951) 358-5472 E-mail: ghoxter@ruhealth.org |

C. All payments from CDPH to the Contractor; shall be sent to the following address:

| |
|---|
| Remittance Address |
| Federal ID#: 95-6000930 |
| FISCAL ID #: |
| Contractor: County of Riverside |
| Attention: "Cashier" |
| Address: P.O. Box 7600 Riverside, CA 92513 - 7600 |
| Contract Number: 19-10176 A03 |
| Email: IsMichaelis@ruhealth.org Yromo@ruhealth.org |

D. Either party may make changes to the information above by giving written notice to the other party. Said changes shall not require an amendment to this agreement.

IV. Revised Exhibit A, Scope of Work, Provision 7.A.12) to include the following:

e) Continuous Time Reporting - Books for Kids Program (if applicable)

The Contractor shall adhere to all fiscal procedures required for Books for Kids restricted funds and keep continuous time reports for all dual funded positions performing Books for Kids related duties as outlined in Exhibit A, Provision 7.A.27).

V. Revised Exhibit A, Scope of Work, Provision 7.A. to include the following:

27) Books for Kids Program (only applies to the Contractor that receives funds for this service)

The Contractor will assure that the funding is spent on books for WIC participants 0-5 years old. Local agencies may subcontract the activity to another entity to purchase and distribute books for eligible WIC participants only. When subcontracting to another entity, data must be obtained and made available that identifies the number of WIC participants who receive the books and the number of books distributed by language.

VI. Revised Exhibit B, Budget Detail and Payment Provisions, Provision 1.E. as follows:

E. Amounts Payable

The amounts payable under this agreement shall not exceed: ~~\$53,042,637.00~~ **\$53,731,749.00.**

Exhibit B, Attachment I
Budget Detail Worksheet
October 1, 2019 - September 30, 2022

| Personnel | W/C Position Title | Exhibit A SOW/T.A. | Exhibit A Attach I | Year 1 10/1/2019 - 9/30/2020 | | | | Year 2 10/1/2020 - 9/30/2021 | | | | Year 3 10/1/2021 - 9/30/2022 | | | | Total Budgeted Adj. | Total Budgeted Total | Amended Budgeted Total |
|-----------|---|---------------------------|--------------------|------------------------------|-------------------------|-------------|-------------------------|------------------------------|-------------------------|-------------|-------------------------|------------------------------|-----------------|---------------|-------------------------|---------------------|----------------------|------------------------|
| | | | | Amended FTE | Amended Budgeted Amount | Amended FTE | Amended Budgeted Amount | Amended FTE | Amended Budgeted Amount | Amended FTE | Amended Budgeted Amount | FTE Adj. | Budgeted Amount | Budgeted Adj. | Amended Budgeted Amount | | | |
| | | | | Percent | Amount | Percent | Amount | Percent | Amount | Percent | Amount | Amount | Amount | Amount | Amount | | | |
| | Accounting II | 12, 13, 16 | | 0.24 | 16,295 | 0.24 | 16,906 | 0.24 | 17,149 | 0.24 | 17,667 | 518 | 50,625 | 518 | 50,625 | | | |
| | Accounting III | 12, 13, 16 | | 0.23 | 15,990 | 0.23 | 15,736 | 0.23 | 15,981 | 0.23 | 16,224 | (2,716) | 44,460 | (2,716) | 44,460 | | | |
| | Administrative Services Analyst II | 9-20 | | 0.60 | 39,835 | 0.60 | 41,429 | 0.60 | 42,923 | 0.60 | 44,417 | (13,932) | 124,778 | (13,932) | 124,778 | | | |
| | Administrative Services Assistant | 11, 12, 15, 16, 23 | 5-6 | 0.50 | 28,761 | 0.50 | 29,900 | 0.50 | 31,039 | 0.50 | 32,178 | 2,114 | 82,675 | 2,114 | 82,675 | | | |
| | Administrative Services Officer | 2, 3, 8-23 | | 0.30 | 27,498 | 0.20 | 18,332 | 0.20 | 18,965 | 0.20 | 19,598 | 763 | 64,656 | 763 | 64,656 | | | |
| | Administrative Services Supervisor | 9-20 | | 0.20 | 16,471 | 0.60 | 51,390 | 0.60 | 52,128 | 0.60 | 52,866 | 15,090 | 136,079 | 15,090 | 136,079 | | | |
| | Buyer II | 17 | | 0.10 | 7,068 | 0.10 | 7,138 | 0.10 | 7,209 | 0.10 | 7,280 | 144 | 21,559 | 144 | 21,559 | | | |
| | Epidemiology Analyst | 8 | | 0.10 | 9,355 | 0.00 | - | 0.00 | - | 0.00 | - | 14,593 | 14,593 | 14,593 | 14,593 | | | |
| | Health Education Assistant II (1) | 8, 12, 14, 15, 27 | 1-9 | 25.36 | 1,299,495 | 27.25 | 1,393,376 | 27.86 | 1,487,257 | 28.37 | 1,581,138 | 261,812 | 4,807,342 | 261,812 | 4,807,342 | | | |
| | Health Services Assistant (1) | 2, 6-8, 12, 14, 15 | 1-9 | 66.63 | 3,239,895 | 64.50 | 3,026,057 | 62.25 | 3,026,057 | 62.25 | 3,026,057 | (243,252) | 8,675,405 | (243,252) | 8,675,405 | | | |
| | Registered Dietitian, Farmer's Market Nutrition Program Coordinator | 2, 6-8, 12, 14, 15, 27 | 1-9 | 6.72 | 398,360 | 6.92 | 403,821 | 6.71 | 400,778 | 6.71 | 400,778 | 133,193 | 1,202,979 | 133,193 | 1,202,979 | | | |
| | Office Assistant II (1) | 6, 12, 14, 15 | 3, 5, 7 | 7.15 | 313,969 | 7.00 | 306,413 | 7.00 | 312,852 | 7.00 | 318,745 | (13,759) | 933,364 | (13,759) | 933,364 | | | |
| | Office Assistant III (2) | 6, 12, 14, 15 | 3, 5, 6, 7 | 1.85 | 77,680 | 2.10 | 91,712 | 2.35 | 105,795 | 2.45 | 120,878 | 9,365 | 284,552 | 9,365 | 284,552 | | | |
| | W/C Director, Registered Dietitian | 1-23 | | 0.40 | 54,158 | 0.40 | 54,689 | 0.40 | 55,241 | 0.40 | 55,793 | 1,105 | 165,203 | 1,105 | 165,203 | | | |
| | Breakfasting Coordinator | 2, 7, 8, 12, 14, 15 | 1-9 | 1.60 | 113,465 | 1.30 | 89,689 | 1.00 | 73,887 | 0.80 | 61,514 | 70,904 | 280,751 | 70,904 | 280,751 | | | |
| | Program Coordinator (1) | 1, 2, 6-8, 10, 12, 14, 15 | 1-9 | 0.00 | - | 0.30 | 24,204 | 0.60 | 48,408 | 0.90 | 72,612 | (48,408) | 24,204 | (48,408) | 24,204 | | | |
| | Nutrition Education Coordinator, Registered Dietitian | 1-23 | | 1.79 | 175,270 | 1.88 | 192,492 | 1.96 | 203,862 | 2.04 | 215,232 | 3,032 | 571,724 | 3,032 | 571,724 | | | |
| | Public Information Specialist | 12 | | 0.10 | 6,248 | 0.10 | 6,807 | 0.10 | 7,366 | 0.10 | 7,925 | 7,421 | 27,146 | 7,421 | 27,146 | | | |
| | Research Analyst | 9 | | 0.25 | 16,514 | 0.25 | 17,174 | 0.25 | 17,834 | 0.25 | 18,494 | (10,213) | 41,336 | (10,213) | 41,336 | | | |
| | Research Specialist I | 9 | | 0.25 | 20,391 | 0.00 | - | 0.00 | - | 0.00 | - | 20,391 | 20,391 | 20,391 | | | | |
| | Secretary I | 8, 12, 18, 20, 23 | 5 | 0.80 | 46,375 | 0.80 | 46,839 | 0.80 | 47,303 | 0.80 | 47,767 | 947 | 141,462 | 947 | 141,462 | | | |
| | Registered Dietitian | 2, 6-8, 12, 14, 15 | 1-9 | 0.00 | - | 0.00 | - | 0.00 | - | 0.00 | - | - | - | - | - | | | |
| | Senior Public Information Specialist | 20 | | 0.10 | 9,764 | 0.10 | 9,862 | 0.10 | 9,960 | 0.10 | 10,058 | 189 | 29,784 | 189 | 29,784 | | | |
| | Registered Dietitian I | 1, 2, 6-8, 12, 14, 15 | 1-9 | 12.25 | 1,009,042 | 12.00 | 1,003,774 | 12.00 | 1,008,506 | 12.00 | 1,013,238 | (435) | 3,030,946 | (435) | 3,030,946 | | | |
| | Registered Dietitian II | 1, 2, 6-8, 12, 14, 15 | 1-9 | 3.05 | 272,901 | 3.00 | 271,981 | 3.00 | 271,061 | 3.00 | 270,141 | 5,476 | 824,159 | 5,476 | 824,159 | | | |
| | Supervising Office Assistant I (1) | 2, 6, 9, 12, 21 | 3, 5 | 1.75 | 94,505 | 1.75 | 95,514 | 1.75 | 96,523 | 1.75 | 97,532 | 2,761 | 290,414 | 2,761 | 290,414 | | | |
| | Support Services Technician | 18, 20 | | 1.00 | 53,739 | 1.00 | 54,276 | 1.00 | 54,813 | 1.00 | 55,350 | 1,096 | 163,626 | 1,096 | 163,626 | | | |
| | Administrative Services Manager (2) | 2, 3, 8-23 | | 0.30 | 31,157 | 0.00 | - | 0.00 | - | 0.00 | - | 31,157 | 31,157 | 31,157 | | | | |
| | Overtime (3) | | | 0.00 | - | 0.00 | - | 0.00 | - | 0.00 | - | - | - | - | - | | | |
| | Salaries and Wages | | | 0.00 | - | 0.00 | - | 0.00 | - | 0.00 | - | - | - | - | - | | | |
| | Total FTE | | | 131.81 | 7,344,339 | 131.81 | 7,344,339 | 131.81 | 7,344,339 | 131.81 | 7,344,339 | 197,339 | 22,219,298 | 197,339 | 22,219,298 | | | |
| | Fringe Benefits (1) | | | 48.70000% | 3,528,166 | 48.70000% | 3,528,166 | 48.70000% | 3,528,166 | 48.70000% | 3,528,166 | 301,455 | 11,572,328 | 301,455 | 11,572,328 | | | |
| | TOTAL PERSONNEL | | | 180.51 | 10,872,505 | 180.51 | 10,872,505 | 180.51 | 10,872,505 | 180.51 | 10,872,505 | 500,794 | 33,791,626 | 500,794 | 33,791,626 | | | |
| | Operating Expenses | | | | | | | | | | | | | | | | | |
| | General Expenses (5) | 6, 17, 18, 19, 27 | 1-9 | | 980,403 | | 821,101 | | 472,366 | | 472,366 | (23,574) | 310,000 | (23,574) | 286,426 | | | |
| | Travel (5) | 8 | | | 90,000 | | 100,000 | | 120,000 | | 140,000 | 14,000 | 50,610 | 14,000 | 50,610 | | | |
| | Training | 4, 5, 7, 17 | 1-9 | | 10,000 | | 26,610 | | 10,000 | | 15,000 | 15,000 | 67,725 | 15,000 | 67,725 | | | |
| | Outreach/Media/Promotion | 17 | | | 31,477 | | 21,246 | | 2,878,148 | | 2,878,148 | 78,912 | 8,599,368 | 78,912 | 8,599,368 | | | |
| | Facility Costs (See Exhibit B, Attach II for breakdown) (2) | 11 | | | 2,729,806 | | 2,891,412 | | 3,699,514 | | 3,699,514 | 56,338 | 10,902,573 | 56,338 | 10,902,573 | | | |
| | TOTAL OPERATING EXPENSES | | | | 3,441,688 | | 3,861,371 | | 4,972,832 | | 4,972,832 | 144,322 | 15,943,313 | 144,322 | 15,943,313 | | | |
| | Major Equipment (6) (Unit Cost of \$5,000 or More) | | | | | | | | | | | | | | | | | |
| | Equipment (5) | 6, 17, 18, 20, 21 | 1-9 | | | | | | | | | | | | | | | |
| | Vehicles (5) | 8, 17, 18, 19 | 1-9 | | | | | | | | | | | | | | | |
| | TOTAL MAJOR EQUIPMENT | | | | | | | | | | | | | | | | | |

Exhibit B, Attachment I
Budget Detail Worksheet
October 1, 2019 - September 30, 2022

| | Exhibit A SOW 7.A. | Exhibit A Attach I | Year 1 | | Year 2 | | Year 3 | | | Total | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------|-----------|---------------|------------|--------------------------------------|---------------|------------|---------------|
| | | | 10/1/2019 - 9/30/2020 | 10/1/2020 - 9/30/2021 | 10/1/2021 - 9/30/2022 | Budgeted Amount | | | | | | | |
| Subcontracts @ | | | | | | | | | | | | | |
| The Dollowood Foundation - (To service children ages 12-24 months for an 8 month period personalized monthly book delivery subscription.) | 18.27 | | | | | | | 256,955 | 256,955 | | 256,955 | 256,955 | |
| | | | | | | | | | | | | | |
| TOTAL SUBCONTRACTS | | | | | | | | 256,955 | 256,955 | | 256,955 | 256,955 | |
| Indirect Costs | | | | | | | | | | | | | |
| Total Personnel Costs | | | 25.00000% | 2,895,492 | 25.00000% | 2,894,803 | 25.00000% | 2,817,717 | 75,364 | 2,893,051 | 8,428,012 | 75,364 | 8,503,376 |
| TOTAL INDIRECT COSTS | | | | 2,895,492 | | 2,894,803 | | 2,817,717 | 75,364 | 2,893,051 | 8,428,012 | 75,364 | 8,503,376 |
| TOTAL BUDGET | | | | \$ 17,498,148 | | \$ 17,895,388 | | \$ 17,698,102 | \$ 688,112 | \$ 18,377,214 | \$ 63,042,637 | \$ 688,112 | \$ 63,731,749 |
| | | | | \$ 17,498,148 | | \$ 17,895,388 | | | | Year 3 Contract Amount \$ 18,377,214 | | | |
| | | | | \$ - | | \$ - | | | | Year 3 Funding Changes \$ 688,112 | | | |
| | | | | \$ - | | \$ - | | | | Year 3 Checks/Balances \$ - | | | |

*All costs will be reviewed by CDPH for approval

- ① Bilingual - Positions that receive Bilingual pay will show a higher budgeted amount. Justification and back-up documentation will be kept on file.
- ② Additional Pay (Longevity, Retention, Differential and COLA) - Positions that receive these compensations will show a higher budgeted amount. Justification and back-up documentation will be kept on file.
- ③ Overtime - Requires justification if amount does not seem reasonable. Justification will be kept on file.
- ④ Fringe Benefits - Justification and back-up documentation will be kept on file for any fringe benefit rate that exceeds 50%.
- ⑤ General Expenses - Includes items such as: Minor equipment (i.e., office furniture, IT equipment, anthropometric items, etc.), professional certifications, audit costs, vehicle maintenance, IT maintenance, program materials, office expenses (i.e., telephone services, printing, postage, supplies, etc.), etc.
- ⑥ Travel - All costs reimbursed shall be in accordance with CalHR rates.
- ⑦ Facility Costs - Includes Rent, Utilities, Janitorial, Security, and Maintenance.
- ⑧ Major Equipment - Unit cost must be \$5,000 or more. Refer to Exhibit D, Provision 1 for procurement rules.
- ⑨ Equipment - Includes items such as: Telephone systems, information technology equipment, photocopy machines, etc.
- ⑩ Vehicles - Will be used for Facility Site Visits, Conferences, Trainings, and Outreach.
- ⑪ Subcontractors - List the subcontractor's name and short list of services provided.

