

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



**ITEM: 3.19
(ID # 21036)**

MEETING DATE:
Tuesday, January 31, 2023

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM – PUBLIC HEALTH: Ratify and Approve the Amendment to the Subcontract Agreement with Jurupa Unified School District for the CalFresh Healthy Living Program to extend the period of performance for one year through September 30, 2023. DISTRICT 2. [Total Amended Aggregate Amount \$20,000 – 100% Federal]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Amendment No. 1 to the Subcontract Agreement with the Jurupa Unified School District for the CalFresh Healthy Living Program to increase the amount by \$20,000 for a total aggregate amount of \$80,000 and to extend the period of performance for one year through September 30, 2023;
2. Authorize the Chair of the Board to sign the Amendment on behalf of the County; and
3. Authorize the Director of Public Health, or designee, or the Purchasing Agent, in accordance with Ordinance No. 459, and as approved to form by County Counsel, to: a) sign amendments that exercise the options of the agreement, including modifications of the statement of work or payment provisions that stay within the intent of the Agreement; b) take all steps necessary to implement the Amendments including, but not limited to, signing all certifications, assurances, reports, or other related documents required for the Agreement.

ACTION:Policy


Kim Saruwatari, Director of Public Health 1/17/2023

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Washington, seconded by Supervisor Gutierrez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: January 31, 2023
xc: RUHS-PH

Kimberly Rector
Clerk of the Board
By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$14,000	\$6,000	\$20,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Federal			Budget Adjustment: No	
			For Fiscal Year: 22/23 - 23/24	

C.E.O. RECOMMENDATION: Approve

Background:

Summary

The California Department of Public Health (CDPH) has extended the period of performance for Grant Agreement No. 19-10330 with Riverside University Health System – Public Health (RUHS-PH) for the CalFresh Healthy Living Program. As part of this Grant Agreement, CDPH expects Local Health Departments (LHD) to subcontract with partners based on their capacity to implement policy, systems and environmental (PSE) change interventions required in Riverside County’s Integrated Work Plan (IWP). The CDPH objectives expect continued engagement at sites with previous CalFresh Healthy Living interventions.

The partnership between RUHS-PH’s CalFresh Healthy Living program and the experience that local partners provide are necessary for the success of the Impact Outcome Evaluation project and in sustaining the policy-based approaches to increasing access to healthy food and physical activity opportunities to students and families in the district.

Impact on Residents and Businesses

Based on qualifying areas within the County of Riverside, California Supplemental Nutrition Assistance Program-Education (SNAP-Ed) eligible population will be targeted to increase the consumption of healthy foods and beverages, reduce consumption of less healthy foods and beverages and to increase physical activity as part of the Nutrition Education and Obesity Prevention Branch (NEOPB) grant.

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

SUPPLEMENTAL:

Additional Fiscal Information

The table below outlines how the funds will be distributed to Jurupa Unified School District over the additional period of one year and the funding allocation for the county budget fiscal years.

County Fiscal Year		Grant Fiscal Year	
Year	Amount	Year	Amount
2022/2023	\$14,000	2022/2023	\$20,000
2023/2024	\$6,000	2023/2024	\$0
Total	\$ 20,000	Total	\$ 20,000

Contract History

On October 8, 2019, Agenda Item 3.24 was approved by the Board of Supervisors to approve Grant Agreement No. 19-10330 with CDPH for a total amount of \$9,490,221 for the period of performance of October 1, 2019, through September 30, 2022. RUHS-PH subsequently entered into agreements with various partners, including school-based organizations, Community-Based Organizations (CBOs), and local cities to assist in meeting RUHS-PH's Integrated Work Plan for the CalFresh Health Living program.

On February 4, 2020, Agenda Item 3.8 was approved by the Board of Supervisors to approve the Subcontract Agreement with Jurupa Unified School District to implement the Supplemental Nutrition Assistance Program Education as part of the CalFresh Healthy Living Program.

CDPH has extended the term of the Grant Agreement with RUHS-PH for one year through September 30, 2023, with additional funding to allow RUHS-PH to continue working with local partners to perform more of the same services as identified in the current integrated work plan.

ATTACHMENTS:

ATTACHMENT A: Amendment No. 1 to Subcontract Agreement with Jurupa USD

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


Douglas Cordonez Jr. 1/23/2023


Gregg Gu, Chief Deputy County Counsel 1/19/2023

AMENDMENT NO. 1 TO THE SUBCONTRACT AGREEMENT FOR
CALFRESH HEALTHY LIVING PROGRAM BETWEEN
COUNTY OF RIVERSIDE AND JURUPA UNIFIED SCHOOL DISTRICT

Original Contract Term:	October 1, 2019 through September 30, 2022
Contract Term Extended To:	September 30, 2023
Effective Date of Amendment:	October 1, 2022
Original Maximum Contract Amount:	\$60,000
Amended Maximum Contract Amount	\$80,000 (An increase of \$20,000)
Contract ID:	20-007

This Amendment No. 1 to the Subcontract Agreement for CalFresh Health Living Program (“Amendment No. 1”), is effective as of October 1, 2022 (“Effective Date”), by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Riverside University Health System – Public Health (“COUNTY”) and Jurupa Unified School District (“DISTRICT”). COUNTY and DISTRICT are collectively referred to as the “Parties” and individually as the “Party”.

RECITALS

WHEREAS, the COUNTY entered into a contract under Grant Agreement No. 19-10330 with the California Department of Public Health (CDPH) to subcontract with partners based on their capacity to implement policy, systems and environmental change interventions required in Riverside County’s Integrate Work Plan; and

WHEREAS, the DISTRICT, by subcontract, has been designated, by COUNTY, to conduct nutrition education interventions to eligible families as described in the original scope of work using funds from Grant Agreement No. 19-10330 between the COUNTY and CDPH; and

WHEREAS, the Parties entered into that certain Subcontract Agreement for CalFresh Healthy Living Programs on February 4, 2020, and effective as of October 1, 2019 through September 30, 2022; and

WHEREAS, CDPH has increased the total aggregate amount of available funds for Grant Agreement 19-10330 to allow the COUNTY to continue services with CONTRACTOR; and

WHEREAS, the Parties now desire to extend the performance period of the Subcontract Agreement and amend Exhibit B, Payment Provisions.

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. **Recitals.** The recitals set forth above are true and correct and incorporated herein by this reference.
2. **Period of Performance.** Section II is deleted in its entirety and replaced with the following:

“The term of this Agreement is the period within which the project responsibilities of this agreement shall be performed. The term commences on October 2019 and continues through September 30, 2023, unless terminated earlier, as specified in Section X, Modification and Termination.”.

3. **Compensation.** Section III is deleted in its entirety and replaced with the following:

“In consideration of the services provided by the COUNTY, DISTRICT shall receive compensation for services set forth in Exhibit A, Scope of Work, and Exhibit B, Budget, the aggregate amount, not to exceed eighty thousand dollars (\$80,000) including all expenses.”

4. **Exhibit B.** Exhibit B, Budget is hereby updated to include “FFY 2022 CalFresh Health Living Budget,” Attached hereto and incorporated by this reference.
5. **Effective Date.** This Amendment No. 1 shall be effective as of October 1, 2022.
6. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged.
7. **Counterparts.** This Amendment No. 1 may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.
8. **Electronic Signatures.** Each Party to this Amendment No. 1 agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment No. 1. The Parties further agree that the electronic signatures of the Parties included in this Amendment No. 1. Are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of “electronic signature” as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment No. 1.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

JURUPA UNIFIED SCHOOL DISTRICT

By: 

By: 

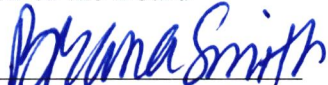
Kevin Jeffries, Chair
Board of Supervisors

Jeffrey Lewis
Director of Purchasing

Dated: 1/31/23

Dated: Jan 5, 2023

ATTEST:
KIMBERLY A. RECTOR
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

Esen Sainz
By: _____
Esen Sainz
Deputy County Counsel

FFY 2023 CalFresh Healthy Living Budget

Organization Name: (CDPH) California Dept. of Public Health
 County/Jurisdiction: Riverside University Health System- Public Health
 Contracts/Sub-Grant/Agreement: Jurupa Unified School District

Budget Adjustment		Staffing: Salary/Benefits:											Budget Adjustment	
Position #	Add Delete Increase Decrease	Last Amount Approved	Position Title	Position Name	SNAP-Ed Time Spent: % of SNAP-Ed Time Spent on Mgmt/Admin	SNAP-Ed Time Spent: % of SNAP-Ed Time Spent on Direct SNAP-Ed Delivery	Annual Salary	FTE	Total SNAP-Ed Salary	Benefit Rate	Total SNAP-Ed Benefits	SNAP-Ed Admin Costs	Total SNAP-Ed Funded Salary and Benefits	Budget Justification
1			Administrator (e.g., Director of Programs)	Jose Campos	100.00%	0.00%	\$147,668.00	0.0738	\$10,897.90	19.94%	\$2,173.04	\$13,070.94	\$13,070.94	
2			Office Manager/Secretary/Admin Assistant	TBD	100.00%	0.00%	\$61,740.00	0.05	\$3,087.00	27.24%	\$840.90	\$3,927.90	\$3,927.90	
3			Office Manager/Secretary/Admin Assistant	Norma Fenner	100.00%	0.00%	\$34,902.00	0.05239	\$1,828.52	27.24%	\$498.09	\$2,326.60	\$2,326.60	
4								\$0.00			\$0.00	\$0.00	\$0.00	
Total Staffing: Salaries/Benefits:							0.17619	\$15,813			\$3,512	\$19,325	\$19,325	

• Provide narrative in Budget Justification column for Benefit Rates over 90%

Definition and basis for calculations of benefit rate(s): (Describe what is covered in the benefit rate for your agency)	includes payroll taxes, medical/dental benefits, and retirement as a percentage of salaries.
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FFY 2023 CalFresh Healthy Living Budget

Organization Name: (CDPH) California Dept. of Public Health
County/Jurisdiction: Riverside University Health System- Public Health
Contracts/Sub-Grant/Agreement: Jurupa Unified School District

Budget Adjustment		Travel: In-State															Budget Adjustment	
Item #	Add Delete Increase Decrease	Last Amount Approved	Position Title/Name	Location	Description and Justification	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles (\$.58)	Reg Fee	Other	Total	Budget Justification	
	1																	
2																	\$0.00	
3																	\$0.00	
4																	\$0.00	
Total In-State Travel:																\$0		

- Lodging costs include taxes. Reimbursement at CalHR rates.
- Provide narrative in Description and Justification column describing all expenses for each budget line item

Budget Adjustment		Travel: Out-of-State															Budget Adjustment	
Item #	Add Delete Increase Decrease	Last Amount Approved	Position Title/Name	Location	Description and Justification	Trips	FTE	Days	Nights	Per Diem	Lodging	Air	Miles (\$.58)	Reg Fee	Other	Total	Budget Justification	
	1																	
2																	\$0.00	
3																	\$0.00	
4																	\$0.00	
5																	\$0.00	
Total Out-of-State Travel:																\$0		

- Lodging costs include taxes. Reimbursement at CalHR rates.
- Provide narrative in Description and Justification column describing all expenses for each budget line item

Total Travel:	\$0
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FFY 2023 CalFresh Healthy Living Budget

Organization Name: (CDPH) California Dept. of Public Health
 State-Level Project: Riverside University Health System- Public Health
 Contracts/Sub-Grant/Agreement: Jurupa Unified School District

Budget Adjustment		Budget Adjustment	Non-Capital Equipment/Supplies:							Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Budget Item	Description and Justification	FTE	Cost Per Item	# of Items	Total	Budget Justification	
1			N/A					\$0.00		
2								\$0.00		
<i>Theft-sensitive equipment/supplies that are less than \$5,000 (Computers, printers, projectors, etc.)</i>										
1			N/A					\$0.00		
2								\$0.00		
Total Non-Capital Equipment/Supplies:								\$0		

• Provide narrative in Description and Justification column describing all expenses for each budget line item

Budget Adjustment		Budget Adjustment	Materials:						Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Budget Item	Description and Justification	Cost per Item	# of Items	Total	Budget Justification	
1			N/A				\$0.00		
2							\$0.00		
3							\$0.00		
Total Materials:								\$0	

• Provide narrative in Description and Justification column describing all expenses for each budget line item

Budget Adjustment		Budget Adjustment	Building/Space:						Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification
1			N/A					\$0.00	
2								\$0.00	
Total Building/Space:								\$0	

• Provide narrative in Calculation Description column describing the calculation for each budget line item

Budget Adjustment		Budget Adjustment	Maintenance:						Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Location Name/Address	Calculation Description	FTE	Cost per Month	# of Month(s)	Total	Budget Justification
1			N/A					\$0.00	
2								\$0.00	
3								\$0.00	
Total Maintenance:								\$0	

• Provide narrative in Calculation Description column describing the calculation for each budget line item

Budget Adjustment		Budget Adjustment	Equipment and Other Capital Expenditures (Items that are \$5,000 or more):							Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Budget Item	Description and Justification	FTE	Cost per Item	# of Item(s)	Misc.	Total	Budget Justification
1			N/A						\$0.00	

2									\$0.00
3									\$0.00
Total Equipment and Other Capital Expenditures:									\$0

• Provide narrative in Description and Justification column describing all expenses for each budget line item

Budget Adjustment		Contracts/Sub-Grants/Agreements:							Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Organization Name	Description of Service(s)			Total Grant	Budget Justification	
<i>Contracts/Sub-Grants/Agreements that are \$25,000 or more</i>									
A			N/A						
B									
<i>Contracts/Sub-Grants/Agreements that are less than \$25,000</i>									
1			N/A						
Total Contracts/Sub-Grants/Agreements:								\$0	

• Provide narrative in Description of Service(s) column summarizing the work that will be performed for each budget line item

Total Direct Costs:	\$19,325
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Budget Adjustment		Indirect Costs:					Budget Adjustment
Item #	Add Delete Increase Decrease	Last Amount Approved	Indirect Cost Rate	Calculation Method	Total Admin/ Program Dollars	Total	Budget Justification
1			3.49%	Total budget or Salaries and Fringe Benefits.	\$19,326.00	\$674.48	
Total Indirect Costs:						\$674	

• Provide narrative in the Calculation Method column explaining the line items included in the calculation

Total Budget:	\$20,000
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