

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



ITEM: 3.21
(ID # 22479)

MEETING DATE:
Tuesday, July 18, 2023

FROM : PROBATION:

SUBJECT: PROBATION DEPARTMENT: Ratify and Approve the Professional Service Agreements with Destiny Ministries Church and Carolyn E. Wylie; and Ratify and Approve Six Amendments No. 1 to Professional Service Agreements with Various Nonprofit Community-Based Organizations for Juvenile Program Services Funded by the Juvenile Justice Crime Prevention Act (JJCPA); All Districts. [Total Cost \$3,613,605; Annual Cost \$816,646; up to \$361,360 in additional compensation; 100% State]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and Approve the Professional Service Agreement (PSA) PRARC-PSA-0004449 with Carolyn E. Wylie for juvenile program services funded by the Juvenile Justice Crime Prevention Act (JJCPA) effective for three (3) years from July 1, 2022 through June 30, 2025, with the option to renew for two (2) additional one-year periods, for a total aggregate amount not to exceed \$550,260 for five years through June 30, 2027, and Authorize the Chairman to execute the Agreement on behalf of the County; and

Continued on Page 2

ACTION:

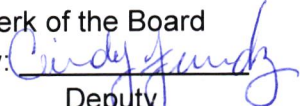

Christopher Wright, Assistant Chief 6/30/2023

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Perez, Washington, and Gutierrez
Nays: None
Absent: None
Date: July 18, 2023
xc: Probation

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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

RECOMMENDED MOTION: That the Board of Supervisors:

2. Ratify and Approve the PSA PRARC-PSA-0004451 with Destiny Ministries Church for juvenile program services funded by the JJCPA, effective for two (2) years from July 1, 2023 through June 30, 2025 with the option to renew for two (2) additional one-year periods, for a total aggregate amount not to exceed \$430,271, and Authorize the Chairman to execute the Agreement to execute the Agreement on behalf of the County; and
3. Ratify and Approve the attached Six Amendments No. 1 to Professional Services Agreements with various nonprofit community-based organizations as listed in Attachment A ("Approved Contract Vendor List") for juvenile program services for at-risk youth funded by the Juvenile Justice Crime Prevention Act, to extend the agreements for two (2) additional years through June 30, 2025, with the option to renew for two (2) additional one-year periods, unless terminated earlier for a total aggregate amount of \$855,997 for FY 23/24, and Authorize the Chairman to execute the amendments on behalf of the County; and
4. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved as to form by County Counsel to: (a) sign amendments that exercise the options of the Agreements including modifications of the scope of work that stay within the intent of the Agreements; (b) move the allocated funds among the JJCPA funded vendors; and (c) sign amendments to the compensation provisions that do not exceed the sum total of ten percent (10%) of the total annual cost of the Agreements.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$99,814	\$816,646	\$3,613,605	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% State (JJCPA Allocation)			Budget Adjustment:	No
			For Fiscal Year:	22/23 to 26/27

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Juvenile Justice Crime Prevention Act (JJCPA) was created by the Crime Prevention Act of 2000 to provide a stable funding source for local juvenile justice programs anticipated to reduce crime and delinquency among youth; youth who have been released from a juvenile detention facility or who are under the supervision of the County of Riverside Probation Department, or any other youth at risk of becoming involved in juvenile delinquency.

The JJCPA funding has supported programs that resulted in lower crime rates among juveniles including intense family interventions, after-school programs for teens, gang and truancy

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prevention, job training and diversion programs. State law compels that counties provide programs that have been demonstrated to be effective in reducing delinquency.

In FY21/22, the Juvenile Justice Coordinating Council (JJCC) approved the Riverside County Probation Department to release a third round of Request for Proposal to expand services to community-based organizations to deliver services to youth who have been released from a juvenile detention facility, under supervision of the Riverside County Probation Department, or at risk of becoming involved in juvenile delinquency. Entities were asked to propose services known to reduce crime and recidivism to the identified population.

Impact on Residents and Businesses

Probation's mission is "Serving Courts, Protecting Our Community, and Changing Lives." The JJCPA program provides state funding for counties to implement programs that have proven effective in reducing crime and delinquency among youth and youthful offenders. The Riverside County Probation Department provides a collaborative and integrated multi-agency approach to early intervention services and programs which are effective in preventing and suppressing juvenile delinquency.

Contract History and Price Reasonableness

Riverside County Purchasing released a Request for Proposal (PRARC-RFP-000368) on behalf of the Probation Department. After the evaluation phase, contracts were awarded to Carolyn E. Wylie Center for Children, Destiny Ministries Church, Chapman University, Operation Safe House, Student Nest, Raincross Boxing Academy, Kids in Konflikt, Chavez Educational Services.

The department has been processing the execution of the Professional Service Agreements with the awarded CBOs since the beginning of FY22/23. The original executed agreements were within Purchasing authority and did not require additional Board approval. However, due to annual increases in line with the Consumer Pricing Index, the total aggregated cost now requires Board's approval.

ATTACHMENT:

Attachment A - Approved Contract Vendor List
PRARC-PSA-0004449 Carolyn E. Wylie Center Round 3
PRARC-PSA-0004451 Destiny Church Round 3
Amendment No.1 Kids in Konflikt INC Round 3
Amendment No.1 Operation Safe House-Desert Round 3
Amendment No.1 Operation Safe House-Riverside Round 3
Amendment No.1 Chavez Educational Services LLC Round 3
Amendment No.1 Raincross Boxing Round 3
Amendment No.1 Studentnest Round 3

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

Meghan Hahn
Meghan Hahn Deputy Director of Procurement 6/30/2023

PROFESSIONAL SERVICE AGREEMENT

for

JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA)

FUNDED JUVENILE PROGRAM SERVICES III

between

COUNTY OF RIVERSIDE

and

THE CAROLYN E. WYLIE CENTER FOR CHILDREN, YOUTH & FAMILIES



JUL 18 2023 3.21

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This Professional Service Agreement (“Agreement”) is made and entered into by and between The Carolyn E. Wylie Center for Children, Youth & Families, a California nonprofit public benefit corporation, (herein referred to as "CONTRACTOR"), and the COUNTY OF RIVERSIDE, a political subdivision of the State of California, (herein referred to as "COUNTY"), effective upon signature. The parties agree as follows:

1. Description of Services

1.1 CONTRACTOR shall provide all services as outlined and specified in Exhibit A, Statement of Work, at the prices stated in Exhibit B, Payment Provisions, and Attachment I, HIPAA Business Associate Attachment to the Agreement.

1.2 CONTRACTOR represents that it has the skills, experience, and knowledge necessary to perform under this Agreement and the COUNTY relies upon this representation. CONTRACTOR shall perform to the satisfaction of the COUNTY and in conformance to and consistent with the highest standards of firms/professionals in the same discipline in the State of California.

1.3 CONTRACTOR affirms that it is fully apprised of all of the work to be performed under this Agreement; and the CONTRACTOR agrees it can properly perform this work at the prices stated in Exhibit B. CONTRACTOR is not to perform services or provide products outside of the Agreement.

1.4 Acceptance by the COUNTY of the CONTRACTOR’s performance under this Agreement does not operate as a release of CONTRACTOR’s responsibility for full compliance with the terms of this Agreement.

2. Period of Performance

2.1 This Agreement shall be effective from July 1, 2022 through June 30, 2025, with the option to renew for up to two additional one year periods . The parties acknowledge and agree that the CONTRACTOR began rendering services to COUNTY on or about July 1, 2022, that were accepted by COUNTY without a written services agreement. CONTRACTOR shall continue performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.

3. Compensation

3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed the total funding-per-fiscal year amounts listed in Exhibit B, Section 1 of this Agreement. The COUNTY is not responsible for any fees or costs incurred above or beyond

the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any of CONTRACTOR's expenses related to this Agreement.

3.2 No price increases will be permitted during the first year of this Agreement (If applicable). All price decreases (for example, if CONTRACTOR offers lower prices to another governmental entity) will automatically be extended to the COUNTY. The COUNTY requires written proof satisfactory to COUNTY of cost increases prior to any approved price adjustment. After the first year of the award, a minimum of 30-days advance notice in writing is required to be considered and approved by COUNTY. No retroactive price adjustments will be considered. Any price increases must be stated in a written amendment to this Agreement. The net dollar amount of profit will remain firm during the period of the Agreement. Annual increases shall not exceed the Consumer Price Index- All Consumers, All Items - Greater Los Angeles, Riverside and Orange County areas and be subject to satisfactory performance review by the COUNTY and approved (if needed) for budget funding by the Board of Supervisors.

3.3 CONTRACTOR shall be paid only in accordance with an invoice submitted to COUNTY by CONTRACTOR within fifteen (15) days from the last day of each calendar month, and COUNTY shall pay the invoice within thirty (30) working days from the date of receipt of the invoice. For invoices submitted before the effective date of this Agreement, COUNTY shall promptly review the supporting documentation to validate services rendered by CONTRACTOR and pay any undisputed invoices as soon as practicable. Payment shall be made to CONTRACTOR only after services have been rendered or delivery of materials or products, and acceptance has been made by COUNTY. Prepare invoices in duplicate. For this Agreement, send the original and duplicate copies of invoices to:

County of Riverside Probation Department

P.O. Box 833

Riverside, CA 92502

Attn: Accounts Payable

Email: acctpayable@rivco.org

- a) Each invoice shall contain a minimum of the following information: invoice number and date; remittance address; bill-to and ship-to addresses of ordering department/division; Agreement number PRARC-PSA-0004449; quantities; item descriptions, unit prices, extensions, sales/use tax if applicable, and an invoice total.
- b) Invoices shall be rendered monthly in arrears.

3.4 The COUNTY obligation for payment of this Agreement beyond the current fiscal year end is contingent upon and limited by the availability of COUNTY funding from which payment can be made, and

invoices shall be rendered "monthly" in arrears. In the State of California, government agencies are not allowed to pay excess interest and late charges, per Government Code section 926.10. No legal liability on the part of the COUNTY shall arise for payment beyond June 30 of each calendar year unless funds are made available for such payment. In the event that such funds are not forthcoming for any reason, COUNTY shall immediately notify CONTRACTOR in writing; and this Agreement shall be deemed terminated, have no further force, and effect.

4. Alteration or Changes to the Agreement

4.1 The Board of Supervisors and the COUNTY Purchasing Agent, and/or designee, are the only authorized COUNTY representatives who may at any time, by written order, alter this Agreement. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance under this Agreement, an equitable adjustment shall be made in the Agreement price or delivery schedule, or both, and the Agreement shall be modified by written amendment accordingly.

4.2 Any claim by the CONTRACTOR for additional payment related to this Agreement shall be made in writing by the CONTRACTOR within 30 days of when the CONTRACTOR has or should have notice of any actual or claimed change in the work, which results in additional and unanticipated cost to the CONTRACTOR. If the COUNTY Purchasing Agent decides that the facts provide sufficient justification, he may authorize additional payment to the CONTRACTOR pursuant to the claim. Nothing in this section shall excuse the CONTRACTOR from proceeding with performance of the Agreement even if there has been a change.

5. Termination

5.1. COUNTY may terminate this Agreement without cause upon thirty (30) days written notice served upon the CONTRACTOR stating the extent and effective date of termination.

5.2 COUNTY may, upon five (5) days written notice terminate this Agreement for CONTRACTOR's default, if CONTRACTOR refuses or fails to comply with the terms of this Agreement or fails to make progress that may endanger performance and does not immediately cure such failure. In the event of such termination, the COUNTY may proceed with the work in any manner deemed proper by COUNTY.

5.3 After receipt of the notice of termination, CONTRACTOR shall:

- (a) Stop all work under this Agreement on the date specified in the notice of termination;
- and

- (b) Transfer to COUNTY and deliver in the manner as directed by COUNTY any materials, reports or other products, which, if the Agreement had been completed or continued, would have been required to be furnished to COUNTY.

5.4 After termination, COUNTY shall make payment only for CONTRACTOR's performance up to the date of termination in accordance with this Agreement.

5.5 CONTRACTOR's rights under this Agreement shall terminate (except for fees accrued prior to the date of termination) upon dishonesty or a willful or material breach of this Agreement by CONTRACTOR; or in the event of CONTRACTOR's unwillingness or inability for any reason whatsoever to perform the terms of this Agreement. In such event, CONTRACTOR shall not be entitled to any further compensation under this Agreement.

5.6 If the Agreement is federally or State funded, CONTRACTOR cannot be debarred from the System for Award Management (SAM). CONTRACTOR must notify the COUNTY immediately of a debarment. Reference: System for Award Management (SAM) at <https://www.sam.gov> for Central Contractor Registry (CCR), Federal Agency Registration (Fedreg), Online Representations and Certifications Application, and Excluded Parties List System (EPLS)). Excluded Parties Listing System (EPLS) (<http://www.epls.gov>) (Executive Order 12549, 7 CFR Part 3017, 45 CFR Part 76, and 44 CFR Part 17). The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS.

5.7 The rights and remedies of COUNTY provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or this Agreement.

6. Ownership/Use of Contract Materials and Products

The CONTRACTOR agrees that all materials, reports or products in any form, including electronic, created by CONTRACTOR for which CONTRACTOR has been compensated by COUNTY pursuant to this Agreement shall be the sole property of the COUNTY. The material, reports or products may be used by the COUNTY for any purpose that the COUNTY deems to be appropriate, including, but not limit to, duplication and/or distribution within the COUNTY or to third parties. CONTRACTOR agrees not to release or circulate in whole or part such materials, reports, or products without prior written authorization of the COUNTY.

7. Conduct of Contractor

7.1 The CONTRACTOR covenants that it presently has no interest, including, but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with CONTRACTOR's performance under this Agreement. The CONTRACTOR

further covenants that no person or subcontractor having any such interest shall be employed or retained by CONTRACTOR under this Agreement. The CONTRACTOR agrees to inform the COUNTY of all the CONTRACTOR's interests, if any, which are or may be perceived as incompatible with the COUNTY's interests.

7.2 The CONTRACTOR shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom the CONTRACTOR is doing business or proposing to do business, in accomplishing the work under this Agreement.

7.3 The CONTRACTOR or its employees shall not offer gifts, gratuity, favors, and entertainment directly or indirectly to COUNTY employees.

8. Inspection of Service; Quality Control/Assurance

8.1 All performance (which includes services, workmanship, materials, supplies and equipment furnished or utilized in the performance of this Agreement) shall be subject to inspection and test by the COUNTY or other regulatory agencies at all times. The CONTRACTOR shall provide adequate cooperation to any inspector or other COUNTY representative to permit him/her to determine the CONTRACTOR's conformity with the terms of this Agreement. If any services performed or products provided by CONTRACTOR are not in conformance with the terms of this Agreement, the COUNTY shall have the right to require the CONTRACTOR to perform the services or provide the products in conformance with the terms of the Agreement at no additional cost to the COUNTY. When the services to be performed or the products to be provided are of such nature that the difference cannot be corrected; the COUNTY shall have the right to: (1) require the CONTRACTOR immediately to take all necessary steps to ensure future performance in conformity with the terms of the Agreement; and/or (2) reduce the Agreement price to reflect the reduced value of the services performed or products provided. The COUNTY may also terminate this Agreement for default and charge to CONTRACTOR any costs incurred by the COUNTY because of the CONTRACTOR's failure to perform.

8.2 CONTRACTOR shall establish adequate procedures for self-monitoring and quality control and assurance to ensure proper performance under this Agreement; and shall permit a COUNTY representative or other regulatory official to monitor, assess, or evaluate CONTRACTOR's performance under this Agreement at any time, upon reasonable notice to the CONTRACTOR.

9. Independent Contractor/Employment Eligibility

9.1 The CONTRACTOR is, for purposes relating to this Agreement, an independent contractor and shall not be deemed an employee of the COUNTY. It is expressly understood and agreed that the CONTRACTOR (including its employees, agents, and subcontractors) shall in no event be entitled to any benefits to which COUNTY employees are entitled, including but not limited to overtime, any retirement benefits, worker's compensation benefits, and injury leave or other leave benefits. There shall be no employer-employee relationship between the parties; and CONTRACTOR shall hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by a third party that an employer-employee relationship exists by reason of this Agreement. It is further understood and agreed by the parties that CONTRACTOR in the performance of this Agreement is subject to the control or direction of COUNTY merely as to the results to be accomplished and not as to the means and methods for accomplishing the results.

9.2 CONTRACTOR warrants that it shall make its best effort to fully comply with all federal and state statutes and regulations regarding the employment of aliens and others and to ensure that employees performing work under this Agreement meet the citizenship or alien status requirement set forth in federal statutes and regulations. CONTRACTOR shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by federal or state statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. CONTRACTOR shall retain all such documentation for all covered employees, for the period prescribed by the law.

9.3 Ineligible Person shall be any individual or entity who: Is currently excluded, suspended, debarred or otherwise ineligible to participate in the federal health care programs; or has been convicted of a criminal offense related to the provision of health care items or services and has not been reinstated in the federal health care programs after a period of exclusion, suspension, debarment, or ineligibility.

9.4 CONTRACTOR shall screen prospective Covered Individuals prior to hire or engagement. CONTRACTOR shall not hire or engage any Ineligible Person to provide services directly relative to this Agreement. CONTRACTOR shall screen all current Covered Individuals within sixty (60) days of execution of this Agreement to ensure that they have not become Ineligible Persons unless CONTRACTOR has performed such screening on same Covered Individuals under a separate agreement with COUNTY within the past six (6) months. Covered Individuals shall be required to disclose to CONTRACTOR immediately any debarment, exclusion or other event that makes the Covered Individual an Ineligible Person. CONTRACTOR shall notify COUNTY within five (5) business days after it becomes aware if a Covered

Individual providing services directly relative to this Agreement becomes debarred, excluded or otherwise becomes an Ineligible Person.

9.5 CONTRACTOR acknowledges that Ineligible Persons are precluded from providing federal and state funded health care services by contract with COUNTY in the event that they are currently sanctioned or excluded by a federal or state law enforcement regulatory or licensing agency. If CONTRACTOR becomes aware that a Covered Individual has become an Ineligible Person, CONTRACTOR shall remove such individual from responsibility for, or involvement with, COUNTY business operations related to this Agreement.

9.6 CONTRACTOR shall notify COUNTY within five (5) business days if a Covered Individual or entity is currently excluded, suspended or debarred, or is identified as such after being sanction screened. Such individual or entity shall be promptly removed from participating in any activity associated with this Agreement.

10. Subcontract for Work or Services

No contract shall be made by the CONTRACTOR with any other party for furnishing any of the work or services under this Agreement without the prior written approval of the COUNTY; but this provision shall not require the approval of contracts of employment between the CONTRACTOR and personnel assigned under this Agreement, or for parties named in the proposal and agreed to under this Agreement.

11. Disputes

11.1 The parties shall attempt to resolve any disputes amicably at the working level. If that is not successful, the dispute shall be referred to the senior management of the parties. Any dispute relating to this Agreement, which is not resolved by the parties, shall be decided by the COUNTY's Purchasing Department's Compliance Contract Officer who shall furnish the decision in writing. The decision of the COUNTY's Compliance Contract Officer shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous to imply bad faith. The CONTRACTOR shall proceed diligently with the performance of this Agreement pending the resolution of a dispute.

11.2 Prior to the filing of any legal action related to this Agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

12. Licensing and Permits

CONTRACTOR shall comply with all State or other licensing requirements, including but not limited to the provisions of Chapter 9 of Division 3 of the Business and Professions Code. All licensing requirements shall be met at the time proposals are submitted to the COUNTY. CONTRACTOR warrants that it has all necessary permits, approvals, certificates, waivers and exemptions necessary for performance of this Agreement as required by the laws and regulations of the United States, the State of California, the County of Riverside and all other governmental agencies with jurisdiction, and shall maintain these throughout the term of this Agreement.

13. Use By Other Political Entities

The CONTRACTOR agrees to extend the same pricing, terms, and conditions as stated in this Agreement to each and every political entity, special district, and related non-profit. It is understood that other entities shall make purchases in their own name, make direct payment, and be liable directly to the CONTRACTOR; and COUNTY shall in no way be responsible to CONTRACTOR for other entities' purchases.

14. Non-Discrimination

CONTRACTOR shall not discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement; and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code 12900 et. seq), the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. S1210 et seq.) and all other applicable laws or regulations.

15. Records and Documents

CONTRACTOR shall make available, upon written request by any duly authorized Federal, State, or COUNTY agency, a copy of this Agreement and such books, documents and records as are necessary to certify the nature and extent of the CONTRACTOR's costs related to this Agreement. All such books, documents and records shall be maintained by CONTRACTOR for at least five years following termination of this Agreement and be available for audit by the COUNTY. CONTRACTOR shall provide to the COUNTY reports and information related to this Agreement as requested by COUNTY.

16. Confidentiality

16.1 The CONTRACTOR shall not use for personal gain or make other improper use of privileged or confidential information which is acquired in connection with this Agreement. The term "privileged or

confidential information” includes but is not limited to: unpublished or sensitive technological or scientific information; medical, personnel, or security records; anticipated material requirements or pricing/purchasing actions; COUNTY information or data which is not subject to public disclosure; COUNTY operational procedures; and knowledge of selection of contractors, subcontractors or suppliers in advance of official announcement.

16.2 The CONTRACTOR shall protect from unauthorized disclosure names and other identifying information concerning persons receiving services pursuant to this Agreement, except for general statistical information not identifying any person. The CONTRACTOR shall not use such information for any purpose other than carrying out the CONTRACTOR’s obligations under this Agreement. The CONTRACTOR shall promptly transmit to the COUNTY all third party requests for disclosure of such information. The CONTRACTOR shall not disclose, except as otherwise specifically permitted by this Agreement or authorized in advance in writing by the COUNTY, any such information to anyone other than the COUNTY. For purposes of this paragraph, identity shall include, but not be limited to, name, identifying number, symbol, or other identifying particulars assigned to the individual, such as finger or voice print or a photograph.

16.3 The CONTRACTOR is subject to and shall operate in compliance with all relevant requirements contained in the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191, enacted August 21, 1996, and the related laws and regulations promulgated subsequent thereto. Please refer to Attachment 1 of this agreement.

17. Administration/Contract Liaison

The COUNTY Purchasing Agent, or designee, shall administer this Agreement on behalf of the COUNTY. The Purchasing Department is to serve as the liaison with CONTRACTOR in connection with this Agreement.

18. Notices

All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

COUNTY OF RIVERSIDE

Probation Department (Contract & Grants)
3960 Orange Street, Suite 600
Riverside, CA 92501

CONTRACTOR

The Carolyn E. Wylie Center for Children, Youth & Families
4164 Brockton Ave
Riverside, CA 92501

19. Force Majeure

If either party is unable to comply with any provision of this Agreement due to causes beyond its reasonable control, and which could not have been reasonably anticipated, such as acts of God, acts of war, civil disorders, or other similar acts, such party shall not be held liable for such failure to comply.

20. EDD Reporting Requirements

In order to comply with child support enforcement requirements of the State of California, the COUNTY may be required to submit a Report of Independent Contractor(s) form **DE 542** to the Employment Development Department. The CONTRACTOR agrees to furnish the required data and certifications to the COUNTY within 10 days of notification of award of Agreement when required by the EDD. This data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders. Failure of the CONTRACTOR to timely submit the data and/or certificates required may result in the contract being awarded to another contractor. In the event a contract has been issued, failure of the CONTRACTOR to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignments Orders and Notices of Assignment shall constitute a material breach of Agreement. If CONTRACTOR has any questions concerning this reporting requirement, please call (916) 657-0529. CONTRACTOR should also contact its local Employment Tax Customer Service Office listed in the telephone directory in the State Government section under "Employment Development Department" or access their Internet site at www.edd.ca.gov.

21. Hold Harmless/Indemnification

21.1 CONTRACTOR shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability, action, claim or damage whatsoever, based or asserted upon any services of CONTRACTOR, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature. CONTRACTOR shall defend the Indemnitees at its sole expense including all costs and fees (including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards) in any claim or action based upon such acts, omissions or services.

21.2 With respect to any action or claim subject to indemnification herein by CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of COUNTY;

provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR indemnification to Indemnitees as set forth herein.

21.3 CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has provided to COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action or claim involved.

21.4 The specified insurance limits required in this Agreement shall in no way limit or circumscribe CONTRACTOR'S obligations to indemnify and hold harmless the Indemnitees herein from third party claims.

22. Insurance

22.1 Without limiting or diminishing the CONTRACTOR'S obligation to indemnify or hold the COUNTY harmless, CONTRACTOR shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only, the COUNTY herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

A. Workers' Compensation:

If the CONTRACTOR has employees as defined by the State of California, the CONTRACTOR shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside.

B. Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of CONTRACTOR'S performance of its obligations hereunder. Policy shall name the COUNTY as Additional Insured. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

C. Vehicle Liability:

If vehicles or mobile equipment is used in the performance of the obligations under this Agreement, then CONTRACTOR shall maintain liability insurance for all owned, non-owned, or hired vehicles so used in

an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the COUNTY as Additional Insureds.

D. Professional Liability

Contractor shall maintain Professional Liability Insurance providing coverage for the Contractor's performance of work included within this Agreement, with a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. If Contractor's Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this Agreement and CONTRACTOR shall purchase at his sole expense either 1) an Extended Reporting Endorsement (also, known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or 3) demonstrate through Certificates of Insurance that CONTRACTOR has Maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2), or 3) will continue as long as the law allows.

E. General Insurance Provisions - All lines:

1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

2) The CONTRACTOR must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the County's Risk Manager, CONTRACTOR'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

3) CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be

given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. CONTRACTOR shall not commence operations until the COUNTY has been furnished original Certificate (s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier shall sign the original endorsements for each policy and the Certificate of Insurance.

4) It is understood and agreed to by the parties hereto that the CONTRACTOR'S insurance shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

5) If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years; the COUNTY reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the County Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.

6) CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.

7) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.

8) CONTRACTOR agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

23. General

23.1 CONTRACTOR shall not delegate or assign any interest in this Agreement, whether by operation of law or otherwise, without the prior written consent of COUNTY. Any attempt to delegate or assign any interest herein shall be deemed void and of no force or effect.

23.2 Any waiver by COUNTY of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term of this

Agreement. Failure on the part of COUNTY to require exact, full, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms or preventing COUNTY from enforcement of the terms of this Agreement.

23.3 In the event the CONTRACTOR receives payment under this Agreement, which is later disallowed by COUNTY for nonconformance with the terms of the Agreement, the CONTRACTOR shall promptly refund the disallowed amount to the COUNTY on request; or at its option the COUNTY may offset the amount disallowed from any payment due to the CONTRACTOR.

23.4 CONTRACTOR shall not provide partial delivery or shipment of services or products unless specifically stated in the Agreement.

23.5 CONTRACTOR shall not provide any services or products subject to any chattel mortgage or under a conditional sales contract or other agreement by which an interest is retained by a third party. The CONTRACTOR warrants that it has good title to all materials or products used by CONTRACTOR or provided to COUNTY pursuant to this Agreement, free from all liens, claims, or encumbrances.

23.6 Nothing in this Agreement shall prohibit the COUNTY from acquiring the same type or equivalent equipment, products, materials or services from other sources, when deemed by the COUNTY to be in its best interest. The COUNTY reserves the right to purchase more or less than the quantities specified in this Agreement.

23.7 The COUNTY agrees to cooperate with the CONTRACTOR in the CONTRACTOR's performance under this Agreement, including, if stated in the Agreement, providing the CONTRACTOR with reasonable facilities and timely access to COUNTY data, information, and personnel.

23.8 CONTRACTOR shall comply with all applicable Federal, State and local laws and regulations. CONTRACTOR will comply with all applicable COUNTY policies and procedures. In the event that there is a conflict between the various laws or regulations that may apply, the CONTRACTOR shall comply with the more restrictive law or regulation.

23.9 CONTRACTOR shall comply with all air pollution control, water pollution, safety and health ordinances, statutes, or regulations, which apply to performance under this Agreement.

23.10 CONTRACTOR shall comply with all requirements of the Occupational Safety and Health Administration (OSHA) standards and codes as set forth by the U.S. Department of Labor and the State of California (Cal/OSHA).

23.11 This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the parties waive any provision of law providing for a change of venue to another location. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

23.12 This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of the Agreement agrees to the use of electronic signatures, such as a digital signature that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Agreement. The parties further agree that the electronic signature(s) included herein 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. 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.

23.13 This Agreement, including any attachments or exhibits, constitutes the entire Agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both parties.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement.

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

THE CAROLYN E. WYLIE CENTER FOR CHILDREN, YOUTH & FAMILIES, a California nonprofit public benefit corporation

By: [Signature]
Kevin Jeffries
Chair, Board of Supervisors

By: [Signature]
Mickey Rubinson
Chief Executive Officer

Dated: 7/18/2023

Dated: 07/05/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: [Signature]

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: [Signature]
Lisa Sanchez (Jul 5, 2023 14:47 PDT)
Lisa Sanchez
Deputy County Counsel

Dated: 07/05/2023

JUL 18 2023 3:21

**EXHIBIT A
STATEMENT OF WORK (SOW)**

1. The Carolyn E. Wylie Center for Children, Youth & Families (CONTRACTOR) shall provide County of Riverside Probation Department (COUNTY) with services to at risk youth with program services that meet the objectives of the Juvenile Justice Crime Prevention Act (JJCPA) on an as-needed basis, commencing on or about July 1, 2022. The juvenile program services are intended to decrease crime and delinquency among at risk youth.
2. The juvenile service programs for Riverside County regions in need of respective services, shall include, but are not limited to the following:

2.1. Riverside West/East/Central Region:

2.1.1. Program 1 - Student Assistance Program (SAP)

The CONTRACTOR shall provide the Student Assistance Program (SAP), a prevention- intervention program that is designed specifically for at promise youth and youth who at risk of needing probation and or mental health services between the ages 5-19. The program offers a combination of strength base evidence-base universal and specific programs to build resiliency, increase effective and positive coping skills, services needed to avoid risky behavior and other forms of anti-social behavior, resources, and positive reinforcement support.

The program objectives include (1) improving social skills (2) decreasing risk factors, (3) anger management control (4) improving educational an academic skill. The SAP Outreach Counselors are placed in High Schools, Middle Schools, Alternative Education Schools, and in Elementary schools as a supportive counseling team. Services are also at The CONTRACTOR clinic and in the community. The SAP receives referrals from local Student Attendance Review Boards (SARB), students' services, school personnel, parents, probation, or self-referral.

- 2.1.2. Anger Management
- 2.1.3. Community Service
- 2.1.4. DUI programing
- 2.1.5. Family structure/support services
- 2.1.6. Independent Living Skills
- 2.1.7. Parenting Class
- 2.1.8. Shoplifting Awareness
- 2.1.9. Substance Abuse Treatment
- 2.1.10 Substance Education Program
- 2.1.11. Truancy prevention
- 2.1.12. Victim Awareness

2.1.13 Program 2 - Substance Education Program (SEP)

The CONTRACTOR Substance Education Program (SEP) is a prevention- intervention program that is designed specifically for at-risk adolescents and youth between the ages 12-24. The program will offer a combination of evidence-base universal and specific programs. The programs are geared to those not yet using but at risk, using occasionally or socially and those chronically abusing substances. The SEP will incorporate screening tools, Stages of Use Specific Goals, Abstinence, Risk Reduction, Tobacco Reduction, Narcotic Anonymous, Vaporing Non-Use, sessions will be facilitated

by a Certified Alcohol and Drug Counselor, Outreach Counselor, Intern completing fieldwork hours and experience individuals with substance use education background. The education component can be provided by an Outreach Counselor trained in this specialty and crisis intervention. Education information and materials will include Alcohol and Drug Dependence, Causes and Effects of Substance Use, Pharmacology and Physiological impact of Substance Use and Abuse, Relapse and Recovery, Driving Under the Influence (DUI) and Distracted Driving. The program is to be voluntary, court order and can be part of the Student Review Board (SARB) requirement and Rehabilitation Plan requirement to be able to return to school after being suspended or expelled. All participants in the program except for the general education presentations, will be screened with the CRAFFT Screening tool. The CRAFFT Screening tool is an evidence-based practice screening tool. CRAFFT is a short, validated behavioral health tool developed to screen adolescents under age 21 for high-risk alcohol and drug use. Recommended by the American Academy of Pediatrics, it consists of 6 questions involving Car, Relax, Alone, Forget, Friends, and Trouble. The tool is meant to assess whether a longer conversation about the context of use, frequency, and other risks and consequences of alcohol and/or drug use is warranted. This tool will be used to help determine which component of the drug and alcohol program would be best for each participant. The length of each program is specified primarily for assignments by the SARBs and Student Services and the department of probation but can be longer if needed and desired by the student and the counselor believes it is still beneficial. Pre and post assessments are given at each lesson/session to assess for understanding and comprehension. Upon successful completion of each of the programs, youth will be awarded a certificate of completion and family acknowledgement.

- A. School-Based Program: Outreach Counselors are placed at school sites and provide 8–12-week program. The program targets elementary, middle school and high school age youth who attend alternative or traditional middle/high schools who have been suspended/expelled from their home school. The goal is to prevent the transition from drug use, drug sales, to drug abuse.
- B. Tobacco Smoking - Vaping Program: This is a prevention and intervention program that is specifically designed for elementary age children, educating on the harmful effects of tobacco and vaping. This is a single presentation program provided to elementary schools. A modified version will be provided at identified high risk middle schools. Family involvement is an important element for identifying protective factors and addressing substance use and abuse. It helps family members understand addiction as a chronic problem; helps the family have realistic expectations and goals for services, improve communication and overall family functioning. Addiction thrives in isolation: recovery is a process that needs support and positive interactions of family members.
- C. Fentanyl and Opioids - This is a prevention and intervention program that will describe the signs and symptoms of fentanyl addiction. Help families understand how fentanyl use affects the brain and discuss the challenges of detoxing and recovery. In addition, become aware of the risk of overdose and death from abuse of fentanyl.
- D. Marijuana and the Teenage Brain: Prevention program that provides facts on the effects of marijuana on mental health, including the risks of psychosis, paranoia, and schizophrenia. Educate teens and parents to why the teen brain is particularly vulnerable to addiction and describe how the plasticity of the teenage brain aids in recovery from addiction. Program will identify the dangers of driving under the influence of marijuana. Marijuana on a person's memory, cognition, and IQ.
- E. Alcohol Binge Drinking and Death: Alcohol intervention and prevention programs help families understand that alcohol addiction is characterized by increased tolerance to the drug, loss of

control over one's use and continued use despite negative consequences. In addition, describe the differences between physical and psychological addiction.

- F. Group Model: A 8–12-week substance use/abuse program designed to assess common protective causes that are common to High School, Middle School youth that put them at risk of using and abusing alcohol/drugs. For 5- 7th graders the curriculum focuses on tobacco, alcohol, marijuana, and inhalant abuse. The groups will take place at The Wylie Center or other non-school setting if available.

2.3. San Jacinto & Hemet Region:

- 2.3.1. Program 1 - Student Assistance Program (SAP)
- 2.3.2. Program 2 - Substance Education Program (SEP)
- 2.3.3. Academic & Educational Services via SAP
- 2.3.4. Basic Life Skills
- 2.3.5. Counseling Services Mental Health Assessments
- 2.3.6. Counseling to address Trauma
- 2.3.7. DUI programing
- 2.3.8. Family structure/support services
- 2.3.9. Substance Abuse Treatment
- 2.3.10. Truancy prevention

2.5. Southwest Region:

- 2.1.1. Counseling to address Trauma
- 2.1.2. DUI programing
- 2.1.3. Family structure/support services
- 2.1.4. Mental Health Services for youth and family
- 2.1.5. Substance Abuse Treatment via SEP
- 2.1.6. Truancy prevention

The Contractor will be responsible for providing services to Probation Department clients every week on an as-needed basis. The Contractor must be flexible in regard to days, dates, times, and number of applicants to be evaluated.

3.0 SPECIFIC TASKS/ DELIVERABLES

- 3.1. Administration of various services to clients.
- 3.2. Monthly Self-Monitoring Reports

3.2.1. The Contractor shall prepare monthly reports that indicate the level and type of service rendered for the Probation Department. This report shall be forwarded to the County's Program Manager by the tenth (10th) working day of the following month for which the service was rendered. Report format and content is subject to final County review and approval.

- 3.3. Work Plan

3.3.1 The Contractor shall provide a Work Plan to ensure that the requirements of the Contract

are met. The plan shall be consistent with the proposal submitted. An updated copy must be provided to the County's Program Manager on the Contract start date and as changes occur.

A written plan that describes how services will be performed.

4.0 QUALITY CONTROL

The Contractor shall establish and maintain a Quality Control Plan to ensure that the terms of the Contract are met. The original plan and any amendments are subject to the County review and approval, and shall include, but are not limited to, the following:

- 4.1 The methods for identifying and preventing deficiencies in the quality of service before the level of performance becomes unacceptable.
- 4.2 A file of all inspections conducted by the Contractor and, if necessary, the corrective action taken.
- 4.3 The methods to ensure uninterrupted service to the County in the event of a strike of the County's or the Contractor's employees, or any other unusual occurrence (i.e., power loss or natural disaster) that would result in the Contractor's inability to perform the terms of the Contract.
- 4.4 The methods to ensure confidentiality of juvenile records and information while in the care of the Contractor's employees.
- 4.5 The methods to maintain security of records and prevent the loss or destruction of data.

5. QUALITY ASSURANCE PLAN

- 5.1 The programs shall be inspected to ensure adequate services, compliance with all state, county, and/or city licensing requirements, and other related documentation. The programs shall provide updates to the Probation Department on each case regarding a youth's participation status, completion/termination, data of all cases referred by Riverside County Probation (RCP) and through community outreach, a quarterly report with the outcomes of said cases, and information of the overall success of the program. Much of this information will be used to advise the Court of a youth's status and potential termination of probation.
- 5.2 The County or its agent will evaluate the Contractor's performance under this Contract on not less than an annual basis. Such evaluation will include assessing the Contractor's compliance with all Contract term and performance standards. Any deficiencies which the County determines are severe, continuing, or that may place performance of the Contract in jeopardy, will be reported to the Board of Supervisors. The report will include all remedial action taken by the County and the Contractor. If the Contractor fails to implement appropriate remedial action, the County may terminate this Contract or impose other penalties as specified in this Contract.
- 5.3 County Observations
 - 5.3.1. In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonable interfere with the Contractor's performance.

6.0 RESPONSIBILITIES

The County's and the Contractor's responsibilities are as follows:

COUNTY

Personnel

The County will administer the Contract according to the Contract. Specific duties will include:

- Monitoring the Contractor's performance in the daily operation of this Contract.
- Providing direction to the Contractor in areas relating to policy, information, and procedural requirements.
- Preparing Amendments in accordance with the Contract.

CONTRACTOR

Project Director

- The Contractor shall provide its own full-time officer or employee as the Project Director and clearly identify the person, in writing, to the County. The Project Director/authorized agent shall be available for telephone contact between 8:00 a.m. and 5:00 p.m., PST, Monday through Friday, excluding the County holidays. The Project Director shall provide management and coordination of this Contract, and shall act as the sole contact person with the County.
- When the Contract work is performed at times other than described above or when the Project Director cannot be present, and with prior approval of the County's Program Manager, an equally responsible agent shall be designated to act as the Project Director.
- The Project Director shall have actual and apparent authority to act for the Contractor on all matters relating to the daily operation of the Contract. The Project Director/authorized agent shall read, write, speak, and understand English.
- The Project Director shall be available between 8:00 a.m. to 5:00 p.m., PST, Monday through Friday excluding County holidays, to meet with County personnel designated by the County to discuss problem areas.

Personnel

- Contractor's staff performing psychological screening, must at all times possess a current license in the State of California as a clinical psychologist, have a minimum of three (3) years experience within the last three (3) years in the area of conducting psychological screenings serving large organizations and submit proof upon request by County.
- Contractor's staff shall have extensive knowledge of the California State Board of Corrections guidelines and standards for Peace Officers, and previous experience working with law enforcement agencies is necessary to perform the required services.
- Contractor's staff must be familiar with the specific tasks, standards and training procedures for Probation staff, as well as legislative requirements for justice agencies.
- The Contractor shall provide competent staff to perform the terms of the Contract.
- The Contractor shall ensure that by the first day of employment, all persons working on this Contract have signed a confidentiality form that meets the standards of the County of Riverside's Probation

Department.

- All personnel must be able to read, write, spell, speak, and understand English.
- The County has the exclusive right to approve or disapprove all of the Contractor's staff who perform work hereunder and any proposed changes to the Contractor's staff. The Contractor shall immediately remove and replace any employee from work on this Contract within twenty-four (24) hours after a request by the County's Contract Manager.
- The County reserves the exclusive right to have the County's Program Manager or designated agent, interview any or all prospective employees of the Contractor.
- The Contractor shall provide the County's Program Manager with a current list of employees and keep this list updated during the Contract period.

7.0 Materials and Equipment

The purchase of all materials/equipment to provide the needed services is the responsibility of the Contractor. The Contractor shall use materials and equipment that are safe for the environment and safe for use by the employee.

8.0 Contractor's Office

The Contractor shall maintain an office with a telephone in the service area. The office shall be staffed during the hours of 8:00 a.m. to 5:00 p.m. P.S.T., Monday through Friday, by at least one employee who can respond to inquiries and complaints, which may be received about the Contractor's performance of the Contract. When the office is closed, an answering service shall be provided to receive calls. The Contractor shall answer calls received by the answering service within two (2) hours of receipt of the call.

9.0 HOURS/DAYS OF WORK

The Contractor shall be required to provide mentoring, employment assistance, support services, educational services, assessments, and counseling services, Monday through Friday, during normal business hours.

10.0 UNSCHEDULED WORK

If the Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Contract, the same shall be deemed to be a gratuitous effort on the part of the Contractor, and the Contractor shall have no claim whatsoever against the County.

Exhibit B

Payment Provisions

1. The annual compensation under the Agreement, which includes all expenses incurred by CONTRACTOR, including for any County-approved work performed by CONTRACTOR, beginning on or about July 1, 2022, shall not exceed the total funding-per-fiscal-year amounts listed in the table below:

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27
CPI Percentage	0.0%	4.9%	4.9%	4.9%	4.9%
CPI Amount	\$ -	\$ 4,875	\$ 5,113	\$ 5,363	\$ 5,625
Contract Amount	\$ 99,814	\$ 99,814	\$ 104,689	\$ 109,802	\$ 115,165
Total Funding Per Fiscal Year (Not-to-exceed amount)	\$ 99,814	\$ 104,689	\$ 109,802	\$ 115,165	\$ 120,790

2. COUNTY shall pay for approved services rendered by CONTRACTOR in accordance with Exhibit A (Statement of Work), and accepted by COUNTY, beginning on or about July 1, 2022 through June 30, 2027.
3. CONTRACTOR shall invoice the COUNTY monthly for all costs incurred in arrears. All invoices shall list date, invoice number, and contract ID# PRARC-PSA-0004449. Section 3.3 of the Agreement provides submittal process information.
4. COUNTY PAYMENT TERMS.
 - A. For calculating due dates for payment terms for invoices received after the effective date of the Agreement, the County will use either the date that the invoice is received by the County or the date the goods/services are received, whichever is later. Terms: Net 30.
 - B. For calculating due dates for payment terms for invoices received before

the effective date of the Agreement for services rendered beginning on or about July 1, 2022, the County will use either the date that the invoice is received by the County, the date the goods/services are received, or the effective date of the Agreement, whichever is later. Terms: Net 30.

5. Line-Item Budget for Initial Baseline Annual Compensation (per fiscal year)

Expenses	Amount	Percentage
Salaries	\$74,672.00	74.80%
Benefits	\$9,667.00	9.69%
Program / Operational	\$8,381.00	8.40%
Administrative / Overhead Costs	\$7,094.00	7.11%
Totals:	\$99,814.00	100%

Contracted back-up documentation needed for claim/invoice payments/reimbursements requests:	
Categories	Description of Back-up Requested by Probation Department (Does not have to be all these docs, but one or another to enable verification/justification of billing)
Salary	Timesheets by pay period (signed by both employee and authorized supervisor, indicates hours worked on Probation program), payroll register. When billing, should be able to reconcile to the contract agreement (FTE and or % of FTE, Title of position).
Benefits	Break-down of employer paid benefits being claimed on the invoice, paid insurance billing with breakdown per employee, payroll register with benefit breakdown.

Overhead costs	General Ledger (GL) report, AP report, Proof of services/payment
Program Experience	Receipts (i.e. if store purchases for office supplies, foods, etc. receipts should be itemized - not statement or lumpsum amount). Pro-social event/ sign-in/roster of youth attendees (first name, last name initials).
Administrative Indirect Cost Rate Applied	Reasonable Percentage and Methodology/justification.
Reporting Requirements	As indicated on contract, provide data reports.

Attachment I

HIPAA Business Associate Agreement
Addendum to Contract

Between the County of Riverside and The Carolyn E. Wylie Center for Children, Youth & Families

This HIPAA Business Associate Agreement (the "Addendum") supplements, and is made part of the Underlying Agreement between the County of Riverside ("County") and Contractor and shall be effective as of the date the Underlying Agreement approved by both Parties (the "Effective Date").

RECITALS

WHEREAS, County and Contractor entered into the Underlying Agreement pursuant to which the Contractor provides services to County, and in conjunction with the provision of such services certain protected health information ("PHI") and/or certain electronic protected health information ("ePHI") may be created by or made available to Contractor for the purposes of carrying out its obligations under the Underlying Agreement; and,

WHEREAS, the provisions of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), Public Law 104-191 enacted August 21, 1996, and the Health Information Technology for Economic and Clinical Health Act ("HITECH") of the American Recovery and Reinvestment Act of 2009, Public Law 111-5 enacted February 17, 2009, and the laws and regulations promulgated subsequent thereto, as may be amended from time to time, are applicable to the protection of any use or disclosure of PHI and/or ePHI pursuant to the Underlying Agreement; and,

WHEREAS, County is a covered entity, as defined in the Privacy Rule; and,

WHEREAS, to the extent County discloses PHI and/or ePHI to Contractor or Contractor creates, receives, maintains, transmits, or has access to PHI and/or ePHI of County, Contractor is a business associate, as defined in the Privacy Rule; and,

WHEREAS, pursuant to 42 USC §17931 and §17934, certain provisions of the Security Rule and Privacy Rule apply to a business associate of a covered entity in the same manner that they apply to the covered entity, the additional security and privacy requirements of HITECH are applicable to business associates and must be incorporated into the business associate agreement, and a business associate is liable for civil and criminal penalties for failure to comply with these security and/or privacy provisions; and,

WHEREAS, the parties mutually agree that any use or disclosure of PHI and/or ePHI must be in compliance with the Privacy Rule, Security Rule, HIPAA, HITECH and any other applicable law; and,

WHEREAS, the parties intend to enter into this Addendum to address the requirements and obligations set forth in the Privacy Rule, Security Rule, HITECH and HIPAA as they apply to Contractor as a business associate of County, including the establishment of permitted and required uses and disclosures of PHI and/or ePHI created or received by Contractor during the course of performing functions, services and activities on behalf of County, and appropriate limitations and conditions on such uses and disclosures;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. **Definitions.** Terms used, but not otherwise defined, in this Addendum shall have the same meaning as those terms in HITECH, HIPAA, Security Rule and/or Privacy Rule, as may be amended from time to time.
 - A. "Breach" when used in connection with PHI means the acquisition, access, use or disclosure of PHI in a manner not permitted under subpart E of the Privacy Rule which compromises the security or privacy of the PHI, and shall have the meaning given such term in 45 CFR §164.402.
 - (1) Except as provided below in Paragraph (2) of this definition, acquisition, access, use, or disclosure of PHI in a manner not permitted by subpart E of the Privacy Rule is presumed to be a breach unless Contractor demonstrates that there is a low probability that the PHI has been compromised based on a risk assessment of at least the following four factors:

- (a) The nature and extent of the PHI involved, including the types of identifiers and the likelihood of re-identification;
 - (b) The unauthorized person who used the PHI or to whom the disclosure was made;
 - (c) Whether the PHI was actually acquired or viewed; and
 - (d) The extent to which the risk to the PHI has been mitigated.
- (2) Breach excludes:
- (a) Any unintentional acquisition, access or use of PHI by a workforce member or person acting under the authority of a covered entity or business associate, if such acquisition, access or use was made in good faith and within the scope of authority and does not result in further use or disclosure in a manner not permitted under subpart E of the Privacy Rule.
 - (b) Any inadvertent disclosure by a person who is authorized to access PHI at a covered entity or business associate to another person authorized to access PHI at the same covered entity, business associate, or organized health care arrangement in which County participates, and the information received as a result of such disclosure is not further used or disclosed in a manner not permitted by subpart E of the Privacy Rule.
 - (c) A disclosure of PHI where a covered entity or business associate has a good faith belief that an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.
- B. "Business associate" has the meaning given such term in 45 CFR §164.501, including but not limited to a subcontractor that creates, receives, maintains, transmits or accesses PHI on behalf of the business associate.
- C. "Data aggregation" has the meaning given such term in 45 CFR §164.501.
- D. "Designated record set" as defined in 45 CFR §164.501 means a group of records maintained by or for a covered entity that may include: the medical records and billing records about individuals maintained by or for a covered health care provider; the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan; or, used, in whole or in part, by or for the covered entity to make decisions about individuals.
- E. "Electronic protected health information" ("ePHI") as defined in 45 CFR §160.103 means protected health information transmitted by or maintained in electronic media.
- F. "Electronic health record" means an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff, and shall have the meaning given such term in 42 USC §17921(5).
- G. "Health care operations" has the meaning given such term in 45 CFR §164.501.
- H. "Individual" as defined in 45 CFR §160.103 means the person who is the subject of protected health information.
- I. "Person" as defined in 45 CFR §160.103 means a natural person, trust or estate, partnership, corporation, professional association or corporation, or other entity, public or private.
- J. "Privacy Rule" means the HIPAA regulations codified at 45 CFR Parts 160 and 164, Subparts A and E.
- K. "Protected health information" ("PHI") has the meaning given such term in 45 CFR §160.103, which includes ePHI.
- L. "Required by law" has the meaning given such term in 45 CFR §164.103.
- M. "Secretary" means the Secretary of the U.S. Department of Health and Human Services ("HHS").

- N. "Security incident" as defined in 45 CFR §164.304 means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.
- O. "Security Rule" means the HIPAA Regulations codified at 45 CFR Parts 160 and 164, Subparts A and C.
- P. "Subcontractor" as defined in 45 CFR §160.103 means a person to whom a business associate delegates a function, activity, or service, other than in the capacity of a member of the workforce of such business associate.
- Q. "Unsecured protected health information" and "unsecured PHI" as defined in 45 CFR §164.402 means PHI not rendered unusable, unreadable, or indecipherable to unauthorized persons through use of a technology or methodology specified by the Secretary in the guidance issued under 42 USC §17932(h)(2).

2. **Scope of Use and Disclosure by Contractor of County's PHI and/or ePHI.**

- A. Except as otherwise provided in this Addendum, Contractor may use, disclose, or access PHI and/or ePHI as necessary to perform any and all obligations of Contractor under the Underlying Agreement or to perform functions, activities or services for, or on behalf of, County as specified in this Addendum, if such use or disclosure does not violate HIPAA, HITECH, the Privacy Rule and/or Security Rule.
- B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Addendum or required by law, in accordance with 45 CFR §164.504(e)(2), Contractor may:
 - 1) Use PHI and/or ePHI if necessary for Contractor's proper management and administration and to carry out its legal responsibilities; and,
 - 2) Disclose PHI and/or ePHI for the purpose of Contractor's proper management and administration or to carry out its legal responsibilities, only if:
 - a) The disclosure is required by law; or,
 - b) Contractor obtains reasonable assurances, in writing, from the person to whom Contractor will disclose such PHI and/or ePHI that the person will:
 - i. Hold such PHI and/or ePHI in confidence and use or further disclose it only for the purpose for which Contractor disclosed it to the person, or as required by law; and,
 - ii. Notify County of any instances of which it becomes aware in which the confidentiality of the information has been breached; and,
 - 3) Use PHI to provide data aggregation services relating to the health care operations of County pursuant to the Underlying Agreement or as requested by County; and,
 - 4) De-identify all PHI and/or ePHI of County received by Contractor under this Addendum provided that the de-identification conforms to the requirements of the Privacy Rule and/or Security Rule and does not preclude timely payment and/or claims processing and receipt.
- C. Notwithstanding the foregoing, in any instance where applicable state and/or federal laws and/or regulations are more stringent in their requirements than the provisions of HIPAA, including, but not limited to, prohibiting disclosure of mental health and/or substance abuse records, the applicable state and/or federal laws and/or regulations shall control the disclosure of records.

3. **Prohibited Uses and Disclosures.**

- A. Contractor may neither use, disclose, nor access PHI and/or ePHI in a manner not authorized by the Underlying Agreement or this Addendum without patient authorization or de-identification of the PHI and/or ePHI and as authorized in writing from County.

- B. Contractor may neither use, disclose, nor access PHI and/or ePHI it receives from County or from another business associate of County, except as permitted or required by this Addendum, or as required by law.
- C. Contractor agrees not to make any disclosure of PHI and/or ePHI that County would be prohibited from making.
- D. Contractor shall not use or disclose PHI for any purpose prohibited by the Privacy Rule, Security Rule, HIPAA and/or HITECH, including, but not limited to 42 USC §17935 and §17936. Contractor agrees:
 - 1) Not to use or disclose PHI for fundraising , unless pursuant to the Underlying Agreement and only if permitted by and in compliance with the requirements of 45 CFR §164.514(f) or 45 CFR §164.508;
 - 2) Not to use or disclose PHI for marketing, as defined in 45 CFR §164.501, unless pursuant to the Underlying Agreement and only if permitted by and in compliance with the requirements of 45 CFR §164.508(a)(3);
 - 3) Not to disclose PHI, except as otherwise required by law, to a health plan for purposes of carrying out payment or health care operations, if the individual has requested this restriction pursuant to 42 USC §17935(a) and 45 CFR §164.522, and has paid out of pocket in full for the health care item or service to which the PHI solely relates; and,
 - 4) Not to receive, directly or indirectly, remuneration in exchange for PHI, or engage in any act that would constitute a sale of PHI, as defined in 45 CFR §164.502(a)(5)(ii), unless permitted by the Underlying Agreement and in compliance with the requirements of a valid authorization under 45 CFR §164.508(a)(4). This prohibition shall not apply to payment by County to Contractor for services provided pursuant to the Underlying Agreement.

4. **Obligations of County.**

- A. County agrees to make its best efforts to notify Contractor promptly in writing of any restrictions on the use or disclosure of PHI and/or ePHI agreed to by County that may affect Contractor’s ability to perform its obligations under the Underlying Agreement, or this Addendum.
- B. County agrees to make its best efforts to promptly notify Contractor in writing of any changes in, or revocation of, permission by any individual to use or disclose PHI and/or ePHI, if such changes or revocation may affect Contractor’s ability to perform its obligations under the Underlying Agreement, or this Addendum.
- C. County agrees to make its best efforts to promptly notify Contractor in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect Contractor’s use or disclosure of PHI and/or ePHI.
- D. County agrees not to request Contractor to use or disclose PHI and/or ePHI in any manner that would not be permissible under HITECH, HIPAA, the Privacy Rule, and/or Security Rule.
- E. County agrees to obtain any authorizations necessary for the use or disclosure of PHI and/or ePHI, so that Contractor can perform its obligations under this Addendum and/or Underlying Agreement.

5. **Obligations of Contractor.** In connection with the use or disclosure of PHI and/or ePHI, Contractor agrees to:

- A. Use or disclose PHI only if such use or disclosure complies with each applicable requirement of 45 CFR §164.504(e). Contractor shall also comply with the additional privacy requirements that are applicable to covered entities in HITECH, as may be amended from time to time.
- B. Not use or further disclose PHI and/or ePHI other than as permitted or required by this Addendum or as required by law. Contractor shall promptly notify County if Contractor is required by law to disclose PHI and/or ePHI.
- C. Use appropriate safeguards and comply, where applicable, with the Security Rule with respect to ePHI, to prevent use or disclosure of PHI and/or ePHI other than as provided for by this Addendum.

- D. Mitigate, to the extent practicable, any harmful effect that is known to Contractor of a use or disclosure of PHI and/or ePHI by Contractor in violation of this Addendum.
 - E. Report to County any use or disclosure of PHI and/or ePHI not provided for by this Addendum or otherwise in violation of HITECH, HIPAA, the Privacy Rule, and/or Security Rule of which Contractor becomes aware, including breaches of unsecured PHI as required by 45 CFR §164.410.
 - F. In accordance with 45 CFR §164.502(e)(1)(ii), require that any subcontractors that create, receive, maintain, transmit or access PHI on behalf of the Contractor agree through contract to the same restrictions and conditions that apply to Contractor with respect to such PHI and/or ePHI, including the restrictions and conditions pursuant to this Addendum.
 - G. Make available to County or the Secretary, in the time and manner designated by County or Secretary, Contractor's internal practices, books and records relating to the use, disclosure and privacy protection of PHI received from County, or created or received by Contractor on behalf of County, for purposes of determining, investigating or auditing Contractor's and/or County's compliance with the Privacy Rule.
 - H. Request, use or disclose only the minimum amount of PHI necessary to accomplish the intended purpose of the request, use or disclosure in accordance with 42 USC §17935(b) and 45 CFR §164.502(b)(1).
 - I. Comply with requirements of satisfactory assurances under 45 CFR §164.512 relating to notice or qualified protective order in response to a third party's subpoena, discovery request, or other lawful process for the disclosure of PHI, which Contractor shall promptly notify County upon Contractor's receipt of such request from a third party.
 - J. Not require an individual to provide patient authorization for use or disclosure of PHI as a condition for treatment, payment, enrollment in any health plan (including the health plan administered by County), or eligibility of benefits, unless otherwise excepted under 45 CFR §164.508(b)(4) and authorized in writing by County.
 - K. Use appropriate administrative, technical and physical safeguards to prevent inappropriate use, disclosure, or access of PHI and/or ePHI.
 - L. Obtain and maintain knowledge of applicable laws and regulations related to HIPAA and HITECH, as may be amended from time to time.
 - M. Comply with the requirements of the Privacy Rule that apply to the County to the extent Contractor is to carry out County's obligations under the Privacy Rule.
 - N. Take reasonable steps to cure or end any pattern of activity or practice of its subcontractor of which Contractor becomes aware that constitute a material breach or violation of the subcontractor's obligations under the business associate contract with Contractor, and if such steps are unsuccessful, Contractor agrees to terminate its contract with the subcontractor if feasible.
6. **Access to PHI, Amendment and Disclosure Accounting.** Contractor agrees to:
- A. **Access to PHI, including ePHI.** Provide access to PHI, including ePHI if maintained electronically, in a designated record set to County or an individual as directed by County, within five (5) days of request from County, to satisfy the requirements of 45 CFR §164.524.
 - B. **Amendment of PHI.** Make PHI available for amendment and incorporate amendments to PHI in a designated record set County directs or agrees to at the request of an individual, within fifteen (15) days of receiving a written request from County, in accordance with 45 CFR §164.526.
 - C. **Accounting of disclosures of PHI and electronic health record.** Assist County to fulfill its obligations to provide accounting of disclosures of PHI under 45 CFR §164.528 and, where applicable, electronic health records under 42 USC §17935(c) if Contractor uses or maintains electronic health records. Contractor shall:

- 1) Document such disclosures of PHI and/or electronic health records, and information related to such disclosures, as would be required for County to respond to a request by an individual for an accounting of disclosures of PHI and/or electronic health record in accordance with 45 CFR §164.528.
 - 2) Within fifteen (15) days of receiving a written request from County, provide to County or any individual as directed by County information collected in accordance with this section to permit County to respond to a request by an individual for an accounting of disclosures of PHI and/or electronic health record.
 - 3) Make available for County information required by this Section 6.C for six (6) years preceding the individual's request for accounting of disclosures of PHI, and for three (3) years preceding the individual's request for accounting of disclosures of electronic health record.
7. **Security of ePHI.** In the event County discloses ePHI to Contractor or Contractor needs to create, receive, maintain, transmit or have access to County ePHI, in accordance with 42 USC §17931 and 45 CFR §164.314(a)(2)(i), and §164.306, Contractor shall:
- A. Comply with the applicable requirements of the Security Rule, and implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of ePHI that Contractor creates, receives, maintains, or transmits on behalf of County in accordance with 45 CFR §164.308, §164.310, and §164.312;
 - B. Comply with each of the requirements of 45 CFR §164.316 relating to the implementation of policies, procedures and documentation requirements with respect to ePHI;
 - C. Protect against any reasonably anticipated threats or hazards to the security or integrity of ePHI;
 - D. Protect against any reasonably anticipated uses or disclosures of ePHI that are not permitted or required under the Privacy Rule;
 - E. Ensure compliance with the Security Rule by Contractor's workforce;
 - F. In accordance with 45 CFR §164.308(b)(2), require that any subcontractors that create, receive, maintain, transmit, or access ePHI on behalf of Contractor agree through contract to the same restrictions and requirements contained in this Addendum and comply with the applicable requirements of the Security Rule;
 - G. Report to County any security incident of which Contractor becomes aware, including breaches of unsecured PHI as required by 45 CFR §164.410; and,
 - H. Comply with any additional security requirements that are applicable to covered entities in Title 42 (Public Health and Welfare) of the United States Code, as may be amended from time to time, including but not limited to HITECH.
8. **Breach of Unsecured PHI.** In the case of breach of unsecured PHI, Contractor shall comply with the applicable provisions of 42 USC §17932 and 45 CFR Part 164, Subpart D, including but not limited to 45 CFR §164.410.
- A. **Discovery and notification.** Following the discovery of a breach of unsecured PHI, Contractor shall notify County in writing of such breach without unreasonable delay and in no case later than 60 calendar days after discovery of a breach, except as provided in 45 CFR §164.412.
 - 1) **Breaches treated as discovered.** A breach is treated as discovered by Contractor as of the first day on which such breach is known to Contractor or, by exercising reasonable diligence, would have been known to Contractor, which includes any person, other than the person committing the breach, who is an employee, officer, or other agent of Contractor (determined in accordance with the federal common law of agency).

- 2) **Content of notification.** The written notification to County relating to breach of unsecured PHI shall include, to the extent possible, the following information if known (or can be reasonably obtained) by Contractor:
- a) The identification of each individual whose unsecured PHI has been, or is reasonably believed by Contractor to have been accessed, acquired, used or disclosed during the breach;
 - b) A brief description of what happened, including the date of the breach and the date of the discovery of the breach, if known;
 - c) A description of the types of unsecured PHI involved in the breach, such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved;
 - d) Any steps individuals should take to protect themselves from potential harm resulting from the breach;
 - e) A brief description of what Contractor is doing to investigate the breach, to mitigate harm to individuals, and to protect against any further breaches; and,
 - f) Contact procedures for individuals to ask questions or learn additional information, which shall include a toll-free telephone number, an e-mail address, web site, or postal address.
- B. **Cooperation.** With respect to any breach of unsecured PHI reported by Contractor, Contractor shall cooperate with County and shall provide County with any information requested by County to enable County to fulfill in a timely manner its own reporting and notification obligations, including but not limited to providing notice to individuals, prominent media outlets and the Secretary in accordance with 42 USC §17932 and 45 CFR §164.404, §164.406 and §164.408.
- C. **Breach log.** To the extent breach of unsecured PHI involves less than 500 individuals, Contractor shall maintain a log or other documentation of such breaches and provide such log or other documentation on an annual basis to County not later than fifteen (15) days after the end of each calendar year for submission to the Secretary.
- D. **Delay of notification authorized by law enforcement.** If Contractor delays notification of breach of unsecured PHI pursuant to a law enforcement official's statement that required notification, notice or posting would impede a criminal investigation or cause damage to national security, Contractor shall maintain documentation sufficient to demonstrate its compliance with the requirements of 45 CFR §164.412.
- E. **Payment of costs.** With respect to any breach of unsecured PHI caused solely by the Contractor's failure to comply with one or more of its obligations under this Addendum and/or the provisions of HITECH, HIPAA, the Privacy Rule or the Security Rule, Contractor agrees to pay any and all costs associated with providing all legally required notifications to individuals, media outlets, and the Secretary. This provision shall not be construed to limit or diminish Contractor's obligations to indemnify, defend and hold harmless County under Section 9 of this Addendum.
- F. **Documentation.** Pursuant to 45 CFR §164.414(b), in the event Contractor's use or disclosure of PHI and/or ePHI violates the Privacy Rule, Contractor shall maintain documentation sufficient to demonstrate that all notifications were made by Contractor as required by 45 CFR Part 164, Subpart D, or that such use or disclosure did not constitute a breach, including Contractor's completed risk assessment and investigation documentation.
- G. **Additional State Reporting Requirements.** The parties agree that this Section 8.G applies only if and/or when County, in its capacity as a licensed clinic, health facility, home health agency, or hospice, is required to report unlawful or unauthorized access, use, or disclosure of medical information under the more stringent requirements of California Health & Safety Code §1280.15. For purposes of this Section 8.G, "unauthorized" has the meaning given such term in California Health & Safety Code §1280.15(j)(2).

- 1) Contractor agrees to assist County to fulfill its reporting obligations to affected patients and to the California Department of Public Health ("CDPH") in a timely manner under the California Health & Safety Code §1280.15.
- 2) Contractor agrees to report to County any unlawful or unauthorized access, use, or disclosure of patient's medical information without unreasonable delay and no later than two (2) business days after Contractor detects such incident. Contractor further agrees such report shall be made in writing, and shall include substantially the same types of information listed above in Section 8.A.2 (Content of Notification) as applicable to the unlawful or unauthorized access, use, or disclosure as defined above in this section, understanding and acknowledging that the term "breach" as used in Section 8.A.2 does not apply to California Health & Safety Code §1280.15.

9. **Hold Harmless/Indemnification.**

- A. Contractor agrees to indemnify and hold harmless County, all Agencies, Districts, Special Districts and Departments of County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability whatsoever, based or asserted upon any services of Contractor, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Addendum, including but not limited to property damage, bodily injury, death, or any other element of any kind or nature whatsoever arising from the performance of Contractor, its officers, agents, employees, subcontractors, agents or representatives from this Addendum. Contractor shall defend, at its sole expense, all costs and fees, including but not limited to attorney fees, cost of investigation, defense and settlements or awards, of County, all Agencies, Districts, Special Districts and Departments of County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents or representatives in any claim or action based upon such alleged acts or omissions.
- B. With respect to any action or claim subject to indemnification herein by Contractor, Contractor shall, at their sole cost, have the right to use counsel of their choice, subject to the approval of County, which shall not be unreasonably withheld, and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Contractor's indemnification to County as set forth herein. Contractor's obligation to defend, indemnify and hold harmless County shall be subject to County having given Contractor written notice within a reasonable period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at Contractor's expense, for the defense or settlement thereof. Contractor's obligation hereunder shall be satisfied when Contractor has provided to County the appropriate form of dismissal relieving County from any liability for the action or claim involved.
- C. The specified insurance limits required in the Underlying Agreement of this Addendum shall in no way limit or circumscribe Contractor's obligations to indemnify and hold harmless County herein from third party claims arising from issues of this Addendum.
- D. In the event there is conflict between this clause and California Civil Code §2782, this clause shall be interpreted to comply with Civil Code §2782. Such interpretation shall not relieve the Contractor from indemnifying County to the fullest extent allowed by law.
- E. In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Addendum, this indemnification shall only apply to the subject issues included within this Addendum.

10. **Term.** This Addendum shall commence upon the Effective Date and shall terminate when all PHI and/or ePHI provided by County to Contractor, or created or received by Contractor on behalf of County, is destroyed or returned to County, or, if it is infeasible to return or destroy PHI and/ePHI, protections are extended to such information, in accordance with section 11.B of this Addendum.

11. **Termination.**

- A. **Termination for Breach of Contract.** A breach of any provision of this Addendum by either party shall constitute a material breach of the Underlying Agreement and will provide grounds for terminating this Addendum and the

Underlying Agreement with or without an opportunity to cure the breach, notwithstanding any provision in the Underlying Agreement to the contrary. Either party, upon written notice to the other party describing the breach, may take any of the following actions:

- 1) Terminate the Underlying Agreement and this Addendum, effective immediately, if the other party breaches a material provision of this Addendum.
- 2) Provide the other party with an opportunity to cure the alleged material breach and in the event the other party fails to cure the breach to the satisfaction of the non-breaching party in a timely manner, the non-breaching party has the right to immediately terminate the Underlying Agreement and this Addendum.
- 3) If termination of the Underlying Agreement is not feasible, the breaching party, upon the request of the non-breaching party, shall implement, at its own expense, a plan to cure the breach and report regularly on its compliance with such plan to the non-breaching party.

B. Effect of Termination.

- 1) Upon termination of this Addendum, for any reason, Contractor shall return or, if agreed to in writing by County, destroy all PHI and/or ePHI received from County, or created or received by the Contractor on behalf of County, and, in the event of destruction, Contractor shall certify such destruction, in writing, to County. This provision shall apply to all PHI and/or ePHI which are in the possession of subcontractors or agents of Contractor. Contractor shall retain no copies of PHI and/or ePHI, except as provided below in paragraph (2) of this section.
- 2) In the event that Contractor determines that returning or destroying the PHI and/or ePHI is not feasible, Contractor shall provide written notification to County of the conditions that make such return or destruction not feasible. Upon determination by Contractor that return or destruction of PHI and/or ePHI is not feasible, Contractor shall extend the protections of this Addendum to such PHI and/or ePHI and limit further uses and disclosures of such PHI and/or ePHI to those purposes which make the return or destruction not feasible, for so long as Contractor maintains such PHI and/or ePHI.

12. General Provisions.

- A. **Retention Period.** Whenever Contractor is required to document or maintain documentation pursuant to the terms of this Addendum, Contractor shall retain such documentation for 6 years from the date of its creation or as otherwise prescribed by law, whichever is later.
- B. **Amendment.** The parties agree to take such action as is necessary to amend this Addendum from time to time as is necessary for County to comply with HITECH, the Privacy Rule, Security Rule, and HIPAA generally.
- C. **Survival.** The obligations of Contractor under Sections 3, 5, 6, 7, 8, 9, 11.B and 12.A of this Addendum shall survive the termination or expiration of this Addendum.
- D. **Regulatory and Statutory References.** A reference in this Addendum to a section in HITECH, HIPAA, the Privacy Rule and/or Security Rule means the section(s) as in effect or as amended.
- E. **Conflicts.** The provisions of this Addendum shall prevail over any provisions in the Underlying Agreement that conflict or appear inconsistent with any provision in this Addendum.
- F. **Interpretation of Addendum.**
 - 1) This Addendum shall be construed to be part of the Underlying Agreement as one document. The purpose is to supplement the Underlying Agreement to include the requirements of the Privacy Rule, Security Rule, HIPAA and HITECH.
 - 2) Any ambiguity between this Addendum and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule, Security Rule, HIPAA and HITECH generally.
- G. **Notices to County.** All notifications required to be given by Contractor to County pursuant to the terms of this Addendum shall be made in writing and delivered to the County both by fax and to both of the addresses listed below by either registered or certified mail return receipt requested or guaranteed overnight mail with tracing capability, or at such other address as County may hereafter designate. All notices to County provided by Contractor pursuant to this Section shall be deemed given or made when received by County.

County HIPAA Privacy Officer: HIPAA Privacy Manager
County HIPAA Privacy Officer Address: 26520 Cactus Avenue,
Moreno Valley, CA 92555
County HIPAA Privacy Officer Phone Number: (951) 486-6471









PRARC-PSA-0004449_Carolyn E. Wylie Center_R3_AATF 07.03.23

Final Audit Report

2023-07-05

Created:	2023-07-05
By:	Jose (Tony) Curiel (jocuriel@rivco.org)
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PROFESSIONAL SERVICE AGREEMENT

for

JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA)

FUNDED JUVENILE PROGRAM SERVICES III

between

COUNTY OF RIVERSIDE

and

DESTINY MINISTRIES CHURCH



JUL 18 2023 3.21

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This Professional Service Agreement ("Agreement") is made and entered into by and between DESTINY MINISTRIES CHURCH., a California nonprofit corporation (herein referred to as "CONTRACTOR"), and the COUNTY OF RIVERSIDE, a political subdivision of the State of California (herein referred to as "COUNTY"), effective upon signature. The parties agree as follows:

1. Description of Services

1.1 CONTRACTOR shall provide all services as outlined and specified in Exhibit A, Scope of Services, at the prices stated in Exhibit B, Payment Provisions, and Attachment I, HIPAA Business Associate Attachment to the Agreement.

1.2 CONTRACTOR represents that it has the skills, experience, and knowledge necessary to perform under this Agreement and the COUNTY relies upon this representation. CONTRACTOR shall perform to the satisfaction of the COUNTY and in conformance to and consistent with the highest standards of firms/professionals in the same discipline in the State of California.

1.3 CONTRACTOR affirms that it is fully apprised of all of the work to be performed under this Agreement; and the CONTRACTOR agrees it can properly perform this work at the prices stated in Exhibit B. CONTRACTOR is not to perform services or provide products outside of the Agreement.

1.4 Acceptance by the COUNTY of the CONTRACTOR's performance under this Agreement does not operate as a release of CONTRACTOR's responsibility for full compliance with the terms of this Agreement.

2. Period of Performance

2.1 This Agreement shall be effective from July 1, 2023 through June 30, 2025, with the option to renew for up to two additional one year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.

3. Compensation

3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided and expenses incurred in accordance with the terms of Exhibit B, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed the total funding-per-fiscal year amounts listed in Exhibit B, Section 1 of this Agreement. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any of

CONTRACTOR's expenses related to this Agreement.

3.2 No price increases will be permitted during the first year of this Agreement (If applicable). All price decreases (for example, if CONTRACTOR offers lower prices to another governmental entity) will automatically be extended to the COUNTY. The COUNTY requires written proof satisfactory to COUNTY of cost increases prior to any approved price adjustment. After the first year of the award, a minimum of 30-days advance notice in writing is required to be considered and approved by COUNTY. No retroactive price adjustments will be considered. Any price increases must be stated in a written amendment to this Agreement. The net dollar amount of profit will remain firm during the period of the Agreement. Annual increases shall not exceed the Consumer Price Index- All Consumers, All Items - Greater Los Angeles, Riverside and Orange County areas and be subject to satisfactory performance review by the COUNTY and approved (if needed) for budget funding by the Board of Supervisors.

3.3 CONTRACTOR shall be paid only in accordance with an invoice submitted to COUNTY by CONTRACTOR within fifteen (15) days from the last day of each calendar month, and COUNTY shall pay the invoice within thirty (30) working days from the date of receipt of the invoice. Payment shall be made to CONTRACTOR only after services have been rendered or delivery of materials or products, and acceptance has been made by COUNTY. Prepare invoices in duplicate. For this Agreement, send the original and duplicate copies of invoices to:

County of Riverside Probation Department

P.O. Box 833

Riverside, CA 92502

Attn: Accounts Payable

Email: acctspayable@rivco.org

- a) Each invoice shall contain a minimum of the following information: invoice number and date; remittance address; bill-to and ship-to addresses of ordering department/division; Agreement number PRARC-PSA-0004451; quantities; item descriptions, unit prices, extensions, sales/use tax if applicable, and an invoice total.
- b) Invoices shall be rendered monthly in arrears.

3.4 The COUNTY obligation for payment of this Agreement beyond the current fiscal year end is contingent upon and limited by the availability of COUNTY funding from which payment can be made, and invoices shall be rendered "monthly" in arrears. In the State of California, government agencies are not allowed to pay excess interest and late charges, per Government Code section 926.10. No legal liability on the

part of the COUNTY shall arise for payment beyond June 30 of each calendar year unless funds are made available for such payment. In the event that such funds are not forthcoming for any reason, COUNTY shall immediately notify CONTRACTOR in writing; and this Agreement shall be deemed terminated, have no further force, and effect.

4. Alteration or Changes to the Agreement

4.1 The Board of Supervisors and the COUNTY Purchasing Agent, and/or designee, are the only authorized COUNTY representatives who may at any time, by written order, alter this Agreement. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance under this Agreement, an equitable adjustment shall be made in the Agreement price or delivery schedule, or both, and the Agreement shall be modified by written amendment accordingly.

4.2 Any claim by the CONTRACTOR for additional payment related to this Agreement shall be made in writing by the CONTRACTOR within 30 days of when the CONTRACTOR has or should have notice of any actual or claimed change in the work, which results in additional and unanticipated cost to the CONTRACTOR. If the COUNTY Purchasing Agent decides that the facts provide sufficient justification, he may authorize additional payment to the CONTRACTOR pursuant to the claim. Nothing in this section shall excuse the CONTRACTOR from proceeding with performance of the Agreement even if there has been a change.

5. Termination

5.1. COUNTY may terminate this Agreement without cause upon thirty (30) days written notice served upon the CONTRACTOR stating the extent and effective date of termination.

5.2 COUNTY may, upon five (5) days written notice terminate this Agreement for CONTRACTOR's default, if CONTRACTOR refuses or fails to comply with the terms of this Agreement or fails to make progress that may endanger performance and does not immediately cure such failure. In the event of such termination, the COUNTY may proceed with the work in any manner deemed proper by COUNTY.

5.3 After receipt of the notice of termination, CONTRACTOR shall:

- (a) Stop all work under this Agreement on the date specified in the notice of termination; and
- (b) Transfer to COUNTY and deliver in the manner as directed by COUNTY any materials, reports or other products, which, if the Agreement had been completed or continued, would have been required to be furnished to COUNTY.

5.4 After termination, COUNTY shall make payment only for CONTRACTOR's performance up to the date of termination in accordance with this Agreement.

5.5 CONTRACTOR's rights under this Agreement shall terminate (except for fees accrued prior to the date of termination) upon dishonesty or a willful or material breach of this Agreement by CONTRACTOR; or in the event of CONTRACTOR's unwillingness or inability for any reason whatsoever to perform the terms of this Agreement. In such event, CONTRACTOR shall not be entitled to any further compensation under this Agreement.

5.6 If the Agreement is federally or State funded, CONTRACTOR cannot be debarred from the System for Award Management (SAM). CONTRACTOR must notify the COUNTY immediately of a debarment. Reference: System for Award Management (SAM) at <https://www.sam.gov> for Central Contractor Registry (CCR), Federal Agency Registration (Fedreg), Online Representations and Certifications Application, and Excluded Parties List System (EPLS)). Excluded Parties Listing System (EPLS) (<http://www.epls.gov>) (Executive Order 12549, 7 CFR Part 3017, 45 CFR Part 76, and 44 CFR Part 17). The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS.

5.7 The rights and remedies of COUNTY provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or this Agreement.

6. **Ownership/Use of Contract Materials and Products**

The CONTRACTOR agrees that all materials, reports or products in any form, including electronic, created by CONTRACTOR for which CONTRACTOR has been compensated by COUNTY pursuant to this Agreement shall be the sole property of the COUNTY. The material, reports or products may be used by the COUNTY for any purpose that the COUNTY deems to be appropriate, including, but not limit to, duplication and/or distribution within the COUNTY or to third parties. CONTRACTOR agrees not to release or circulate in whole or part such materials, reports, or products without prior written authorization of the COUNTY.

7. **Conduct of Contractor**

7.1 The CONTRACTOR covenants that it presently has no interest, including, but not limited to, other projects or contracts, and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with CONTRACTOR's performance under this Agreement. The CONTRACTOR further covenants that no person or subcontractor having any such interest shall be employed or retained by CONTRACTOR under this Agreement. The CONTRACTOR agrees to inform the COUNTY of all the CONTRACTOR's interests, if any, which are or may be perceived as incompatible with the COUNTY's

interests.

7.2 The CONTRACTOR shall not, under circumstances which could be interpreted as an attempt to influence the recipient in the conduct of his/her duties, accept any gratuity or special favor from individuals or firms with whom the CONTRACTOR is doing business or proposing to do business, in accomplishing the work under this Agreement.

7.3 The CONTRACTOR or its employees shall not offer gifts, gratuity, favors, and entertainment directly or indirectly to COUNTY employees.

8. Inspection of Service; Quality Control/Assurance

8.1 All performance (which includes services, workmanship, materials, supplies and equipment furnished or utilized in the performance of this Agreement) shall be subject to inspection and test by the COUNTY or other regulatory agencies at all times. The CONTRACTOR shall provide adequate cooperation to any inspector or other COUNTY representative to permit him/her to determine the CONTRACTOR's conformity with the terms of this Agreement. If any services performed or products provided by CONTRACTOR are not in conformance with the terms of this Agreement, the COUNTY shall have the right to require the CONTRACTOR to perform the services or provide the products in conformance with the terms of the Agreement at no additional cost to the COUNTY. When the services to be performed or the products to be provided are of such nature that the difference cannot be corrected; the COUNTY shall have the right to: (1) require the CONTRACTOR immediately to take all necessary steps to ensure future performance in conformity with the terms of the Agreement; and/or (2) reduce the Agreement price to reflect the reduced value of the services performed or products provided. The COUNTY may also terminate this Agreement for default and charge to CONTRACTOR any costs incurred by the COUNTY because of the CONTRACTOR's failure to perform.

8.2 CONTRACTOR shall establish adequate procedures for self-monitoring and quality control and assurance to ensure proper performance under this Agreement; and shall permit a COUNTY representative or other regulatory official to monitor, assess, or evaluate CONTRACTOR's performance under this Agreement at any time, upon reasonable notice to the CONTRACTOR.

9. Independent Contractor/Employment Eligibility

9.1 The CONTRACTOR is, for purposes relating to this Agreement, an independent contractor and shall not be deemed an employee of the COUNTY. It is expressly understood and agreed that the CONTRACTOR (including its employees, agents, and subcontractors) shall in no event be entitled to any benefits to which COUNTY employees are entitled, including but not limited to overtime, any retirement

benefits, worker's compensation benefits, and injury leave or other leave benefits. There shall be no employer-employee relationship between the parties; and CONTRACTOR shall hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by a third party that an employer-employee relationship exists by reason of this Agreement. It is further understood and agreed by the parties that CONTRACTOR in the performance of this Agreement is subject to the control or direction of COUNTY merely as to the results to be accomplished and not as to the means and methods for accomplishing the results.

9.2 CONTRACTOR warrants that it shall make its best effort to fully comply with all federal and state statutes and regulations regarding the employment of aliens and others and to ensure that employees performing work under this Agreement meet the citizenship or alien status requirement set forth in federal statutes and regulations. CONTRACTOR shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by federal or state statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. CONTRACTOR shall retain all such documentation for all covered employees, for the period prescribed by the law.

9.3 Ineligible Person shall be any individual or entity who: Is currently excluded, suspended, debarred or otherwise ineligible to participate in the federal health care programs; or has been convicted of a criminal offense related to the provision of health care items or services and has not been reinstated in the federal health care programs after a period of exclusion, suspension, debarment, or ineligibility.

9.4 CONTRACTOR shall screen prospective Covered Individuals prior to hire or engagement. CONTRACTOR shall not hire or engage any Ineligible Person to provide services directly relative to this Agreement. CONTRACTOR shall screen all current Covered Individuals within sixty (60) days of execution of this Agreement to ensure that they have not become Ineligible Persons unless CONTRACTOR has performed such screening on same Covered Individuals under a separate agreement with COUNTY within the past six (6) months. Covered Individuals shall be required to disclose to CONTRACTOR immediately any debarment, exclusion or other event that makes the Covered Individual an Ineligible Person. CONTRACTOR shall notify COUNTY within five (5) business days after it becomes aware if a Covered Individual providing services directly relative to this Agreement becomes debarred, excluded or otherwise becomes an Ineligible Person.

9.5 CONTRACTOR acknowledges that Ineligible Persons are precluded from providing federal and state funded health care services by contract with COUNTY in the event that they are currently sanctioned or excluded by a federal or state law enforcement regulatory or licensing agency. If

CONTRACTOR becomes aware that a Covered Individual has become an Ineligible Person, CONTRACTOR shall remove such individual from responsibility for, or involvement with, COUNTY business operations related to this Agreement.

9.6 CONTRACTOR shall notify COUNTY within five (5) business days if a Covered Individual or entity is currently excluded, suspended or debarred, or is identified as such after being sanction screened. Such individual or entity shall be promptly removed from participating in any activity associated with this Agreement.

10. Subcontract for Work or Services

No contract shall be made by the CONTRACTOR with any other party for furnishing any of the work or services under this Agreement without the prior written approval of the COUNTY; but this provision shall not require the approval of contracts of employment between the CONTRACTOR and personnel assigned under this Agreement, or for parties named in the proposal and agreed to under this Agreement.

11. Disputes

11.1 The parties shall attempt to resolve any disputes amicably at the working level. If that is not successful, the dispute shall be referred to the senior management of the parties. Any dispute relating to this Agreement, which is not resolved by the parties, shall be decided by the COUNTY's Purchasing Department's Compliance Contract Officer who shall furnish the decision in writing. The decision of the COUNTY's Compliance Contract Officer shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary, or so grossly erroneous to imply bad faith. The CONTRACTOR shall proceed diligently with the performance of this Agreement pending the resolution of a dispute.

11.2 Prior to the filing of any legal action related to this Agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

12. Licensing and Permits

CONTRACTOR shall comply with all State or other licensing requirements, including but not limited to the provisions of Chapter 9 of Division 3 of the Business and Professions Code. All licensing requirements shall be met at the time proposals are submitted to the COUNTY. CONTRACTOR warrants that it has all necessary permits, approvals, certificates, waivers and exemptions necessary for performance of this Agreement as required by the laws and regulations of the United States, the State of California, the County of Riverside and all other governmental agencies with jurisdiction, and shall maintain these throughout the term of this Agreement.

13. Use By Other Political Entities

The CONTRACTOR agrees to extend the same pricing, terms, and conditions as stated in this Agreement to each and every political entity, special district, and related non-profit. It is understood that other entities shall make purchases in their own name, make direct payment, and be liable directly to the CONTRACTOR; and COUNTY shall in no way be responsible to CONTRACTOR for other entities' purchases.

14. Non-Discrimination

CONTRACTOR shall not discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement; and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment and Housing Act (Gov. Code 12900 et. seq), the Federal Civil Rights Act of 1964 (P.L. 88-352), the Americans with Disabilities Act of 1990 (42 U.S.C. S1210 et seq.) and all other applicable laws or regulations.

15. Records and Documents

CONTRACTOR shall make available, upon written request by any duly authorized Federal, State, or COUNTY agency, a copy of this Agreement and such books, documents and records as are necessary to certify the nature and extent of the CONTRACTOR's costs related to this Agreement. All such books, documents and records shall be maintained by CONTRACTOR for at least five years following termination of this Agreement and be available for audit by the COUNTY. CONTRACTOR shall provide to the COUNTY reports and information related to this Agreement as requested by COUNTY.

16. Confidentiality

16.1 The CONTRACTOR shall not use for personal gain or make other improper use of privileged or confidential information which is acquired in connection with this Agreement. The term "privileged or confidential information" includes but is not limited to: unpublished or sensitive technological or scientific information; medical, personnel, or security records; anticipated material requirements or pricing/purchasing actions; COUNTY information or data which is not subject to public disclosure; COUNTY operational procedures; and knowledge of selection of contractors, subcontractors or suppliers in advance of official announcement.

16.2 The CONTRACTOR shall protect from unauthorized disclosure names and other identifying information concerning persons receiving services pursuant to this Agreement, except for general statistical

information not identifying any person. The CONTRACTOR shall not use such information for any purpose other than carrying out the CONTRACTOR's obligations under this Agreement. The CONTRACTOR shall promptly transmit to the COUNTY all third party requests for disclosure of such information. The CONTRACTOR shall not disclose, except as otherwise specifically permitted by this Agreement or authorized in advance in writing by the COUNTY, any such information to anyone other than the COUNTY. For purposes of this paragraph, identity shall include, but not be limited to, name, identifying number, symbol, or other identifying particulars assigned to the individual, such as finger or voice print or a photograph.

16.3 The CONTRACTOR is subject to and shall operate in compliance with all relevant requirements contained in the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191, enacted August 21, 1996, and the related laws and regulations promulgated subsequent thereto. Please refer to Attachment 1 of this agreement.

17. Administration/Contract Liaison

The COUNTY Purchasing Agent, or designee, shall administer this Agreement on behalf of the COUNTY. The Purchasing Department is to serve as the liaison with CONTRACTOR in connection with this Agreement.

18. Notices

All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted two days after their deposit in the United States mail, postage prepaid:

COUNTY OF RIVERSIDE

Probation Department (Contract & Grants)
3960 Orange Street, Suite 600
Riverside, CA 92501

CONTRACTOR

Destiny Ministries Church
82625 Showcase Pkwy Suite 100
Indio, CA 92203

19. Force Majeure

If either party is unable to comply with any provision of this Agreement due to causes beyond its reasonable control, and which could not have been reasonably anticipated, such as acts of God, acts of war, civil disorders, or other similar acts, such party shall not be held liable for such failure to comply.

20. EDD Reporting Requirements

In order to comply with child support enforcement requirements of the State of California, the COUNTY may be required to submit a Report of Independent Contractor(s) form **DE 542** to the Employment Development Department. The CONTRACTOR agrees to furnish the required data and certifications to the

COUNTY within 10 days of notification of award of Agreement when required by the EDD. This data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders. Failure of the CONTRACTOR to timely submit the data and/or certificates required may result in the contract being awarded to another contractor. In the event a contract has been issued, failure of the CONTRACTOR to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignments Orders and Notices of Assignment shall constitute a material breach of Agreement. If CONTRACTOR has any questions concerning this reporting requirement, please call (916) 657-0529. CONTRACTOR should also contact its local Employment Tax Customer Service Office listed in the telephone directory in the State Government section under "Employment Development Department" or access their Internet site at www.edd.ca.gov.

21. Hold Harmless/Indemnification

21.1 CONTRACTOR shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability, action, claim or damage whatsoever, based or asserted upon any services of CONTRACTOR, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature. CONTRACTOR shall defend the Indemnitees at its sole expense including all costs and fees (including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards) in any claim or action based upon such acts, omissions or services.

21.2 With respect to any action or claim subject to indemnification herein by CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of COUNTY; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR indemnification to Indemnitees as set forth herein.

21.3 CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has provided to COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action or claim involved.

21.4 The specified insurance limits required in this Agreement shall in no way limit or circumscribe CONTRACTOR'S obligations to indemnify and hold harmless the Indemnitees herein from third party claims.

22. Insurance

22.1 Without limiting or diminishing the CONTRACTOR'S obligation to indemnify or hold the COUNTY harmless, CONTRACTOR shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only, the COUNTY herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

A. Workers' Compensation:

If the CONTRACTOR has employees as defined by the State of California, the CONTRACTOR shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside.

B. Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of CONTRACTOR'S performance of its obligations hereunder. Policy shall name the COUNTY as Additional Insured. Policy's limit of liability shall not be less than \$2,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

C. Vehicle Liability:

If vehicles or mobile equipment is used in the performance of the obligations under this Agreement, then CONTRACTOR shall maintain liability insurance for all owned, non-owned, or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the COUNTY as Additional Insureds.

D. Professional Liability:

Contractor shall maintain Professional Liability Insurance providing coverage for the Contractor's performance of work included within this Agreement, with a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. If Contractor's Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this

Agreement and CONTRACTOR shall purchase at his sole expense either 1) an Extended Reporting Endorsement (also, known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or 3) demonstrate through Certificates of Insurance that CONTRACTOR has Maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2), or 3) will continue as long as the law allows.

E. General Insurance Provisions - All lines:

1) Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

2) The CONTRACTOR must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the County's Risk Manager, CONTRACTOR'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

3) CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. CONTRACTOR shall not commence operations until the COUNTY has been furnished original Certificate

(s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An

individual authorized by the insurance carrier shall sign the original endorsements for each policy and the Certificate of Insurance.

4) It is understood and agreed to by the parties hereto that the CONTRACTOR'S insurance shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

5) If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years; the COUNTY reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the County Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.

6) CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.

7) The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.

8) CONTRACTOR agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.

23. General

23.1 CONTRACTOR shall not delegate or assign any interest in this Agreement, whether by operation of law or otherwise, without the prior written consent of COUNTY. Any attempt to delegate or assign any interest herein shall be deemed void and of no force or effect.

23.2 Any waiver by COUNTY of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term of this Agreement. Failure on the part of COUNTY to require exact, full, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms or preventing COUNTY from enforcement of the terms of this Agreement.

23.3 In the event the CONTRACTOR receives payment under this Agreement, which is later disallowed by COUNTY for nonconformance with the terms of the Agreement, the CONTRACTOR shall promptly refund the disallowed amount to the COUNTY on request; or at its option the COUNTY may offset the amount disallowed from any payment due to the CONTRACTOR.

23.4 CONTRACTOR shall not provide partial delivery or shipment of services or products unless

specifically stated in the Agreement.

23.5 CONTRACTOR shall not provide any services or products subject to any chattel mortgage or under a conditional sales contract or other agreement by which an interest is retained by a third party. The CONTRACTOR warrants that it has good title to all materials or products used by CONTRACTOR or provided to COUNTY pursuant to this Agreement, free from all liens, claims, or encumbrances.

23.6 Nothing in this Agreement shall prohibit the COUNTY from acquiring the same type or equivalent equipment, products, materials or services from other sources, when deemed by the COUNTY to be in its best interest. The COUNTY reserves the right to purchase more or less than the quantities specified in this Agreement.

23.7 The COUNTY agrees to cooperate with the CONTRACTOR in the CONTRACTOR's performance under this Agreement, including, if stated in the Agreement, providing the CONTRACTOR with reasonable facilities and timely access to COUNTY data, information, and personnel.

23.8 CONTRACTOR shall comply with all applicable Federal, State and local laws and regulations. CONTRACTOR will comply with all applicable COUNTY policies and procedures. In the event that there is a conflict between the various laws or regulations that may apply, the CONTRACTOR shall comply with the more restrictive law or regulation.

23.9 CONTRACTOR shall comply with all air pollution control, water pollution, safety and health ordinances, statutes, or regulations, which apply to performance under this Agreement.

23.10 CONTRACTOR shall comply with all requirements of the Occupational Safety and Health Administration (OSHA) standards and codes as set forth by the U.S. Department of Labor and the State of California (Cal/OSHA).

23.11 This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the parties waive any provision of law providing for a change of venue to another location. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

23.12 This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of the Agreement agrees to the use of electronic signatures, such as a digital signature that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Agreement.

The parties further agree that the electronic signature(s) included herein 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. 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.

23.13 This Agreement, including any attachments or exhibits, constitutes the entire Agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous representations, proposals, discussions and communications, whether oral or in writing. This Agreement may be changed or modified only by a written amendment signed by authorized representatives of both parties.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement.

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

DESTINY MINISTRIES CHURCH, a California nonprofit corporation


By: 
Kevin Jeffries
Chair, Board of Supervisors

By: 
Jeffery Smith (Jul 5, 2023 16:35 PDT)
Jeff Smith Jr.
Associate Pastor

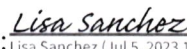
Dated: 7/18/2023

Dated: 07/05/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 
Lisa Sanchez (Jul 5, 2023 16:40 PDT)
Lisa Sanchez
Deputy County Counsel

Dated: 07/05/2023

JUL 18 2023 3:21

EXHIBIT A STATEMENT OF WORK (SOW)

1. Destiny Ministries Church (Contractor) shall provide County of Riverside Probation Department (COUNTY) with services to at risk youth with program services that meet the objectives of the Juvenile Justice Crime Prevention Act (JJCPA) on an as-needed basis. The juvenile program services are intended to decrease crime and delinquency among at risk youth.
2. The juvenile service programs for Riverside County regions in need of respective services, shall include, but are not limited to the following:

2.1. Institutions:

- 2.1.1. Culturally relevant mentoring
- 2.1.2. Gender specific programming
- 2.1.3. Life coaching/mentoring

2.2. Riverside West/East/Central Region:

- 2.2.1. Aftercare support service
- 2.2.2. Anger Management
- 2.2.3. Community Service
- 2.2.4. Continued and higher education
- 2.2.5. DUI programing
- 2.2.6. Family structure/support services
- 2.2.7. Gang Awareness
- 2.2.8. GED Prep and Tutoring
- 2.2.9. Housing for 18+ age
- 2.2.10. Independent Living Skills
- 2.2.11. Mentoring
- 2.2.12. Parent Project
- 2.2.13. Parenting Class
- 2.2.14. Pro-social Activities & Field Trips
- 2.2.15. Shoplifting Awareness
- 2.2.16. Substance Abuse Treatment
- 2.2.17. Truancy prevention
- 2.2.18. Victim Awareness
- 2.2.19. Vocational Training/Certification

2.3. San Jacinto & Hemet Region:

- 2.3.1. Academic & Educational Services
- 2.3.2. Basic Life Skills
- 2.3.3. Continued and higher education
- 2.3.4. Counseling Services Mental Health Assessments
- 2.3.5. DUI programing
- 2.3.6. Employment Assistance
- 2.3.7. Family structure/support services
- 2.3.8. Job Coaching

- 2.3.9. Mentoring
- 2.3.10. Pro-social Activities & Field Trips
- 2.3.11. Substance Abuse Treatment
- 2.3.12. Transportation Assistance
- 2.3.13. Truancy prevention
- 2.3.14. Vocational Training/Certification

2.4. Desert Region:

- 2.4.1. Aftercare support services
- 2.4.2. Anger Management (Needed in Desert Hot Springs and Banning area specifically)
- 2.4.3. Continued and higher education
- 2.4.4. DUI programing
- 2.4.5. Family structure/support services
- 2.4.6. Mentoring
- 2.4.7. Parent Project
- 2.4.8. Gang Awareness
- 2.4.9. Pro-social Activities & Field Trips
- 2.4.10. Truancy prevention
- 2.4.11. Tutoring

2.5. Southwest Region:

- 2.5.1. Aftercare support services
- 2.5.2. Continued and higher education
- 2.5.3. Counseling to address Trauma
- 2.5.4. DUI programing
- 2.5.5. Family structure/support services
- 2.5.6. In-patient Substance Abuse Treatment for Youth
- 2.5.7. Mental Health Services for youth and family
- 2.5.8. Pro-social Activities & Field Trips
- 2.5.9. Sex Offender Counseling
- 2.5.10. Substance Abuse Treatment
- 2.5.11. Truancy prevention

The Contractor will be responsible for providing services to Probation Department clients every week on an as-needed basis. The Contractor must be flexible in regard to days, dates, times, and number of applicants to be evaluated.

3.0 SPECIFIC TASKS/ DELIVERABLES

3.1. Administration of various services to clients.

3.2. Monthly Self-Monitoring Reports

3.2.1. The Contractor shall prepare monthly reports that indicate the level and type of service rendered for the Probation Department. This report shall be forwarded to the County's Program Manager by the tenth (10th) working day of the following month for which

the service was rendered. Report format and content is subject to final County review and approval.

3.3. Work Plan

3.3.1 The Contractor shall provide a Work Plan to ensure that the requirements of the Contract are met. The plan shall be consistent with the proposal submitted. An updated copy must be provided to the County's Program Manager on the Contract start date and as changes occur.

A written plan that describes how services will be performed.

4.0 QUALITY CONTROL

The Contractor shall establish and maintain a Quality Control Plan to ensure that the terms of the Contract are met. The original plan and any amendments are subject to the County review and approval, and shall include, but are not limited to, the following:

- 4.1 The methods for identifying and preventing deficiencies in the quality of service before the level of performance becomes unacceptable.
- 4.2 A file of all inspections conducted by the Contractor and, if necessary, the corrective action taken.
- 4.3 The methods to ensure uninterrupted service to the County in the event of a strike of the County's or the Contractor's employees, or any other unusual occurrence (i.e., power loss or natural disaster) that would result in the Contractor's inability to perform the terms of the Contract.
- 4.4 The methods to ensure confidentiality of juvenile records and information while in the care of the Contractor's employees.
- 4.5 The methods to maintain security of records and prevent the loss or destruction of data.

5. QUALITY ASSURANCE PLAN

- 5.1 The programs shall be inspected to ensure adequate services, compliance with all state, county, and/or city licensing requirements, and other related documentation. The programs shall provide updates to the Probation Department on each case regarding a youth's participation status, completion/termination, data of all cases referred by Riverside County Probation (RCP) and through community outreach, a quarterly report with the outcomes of said cases, and information of the overall success of the program. Much of this information will be used to advise the Court of a youth's status and potential termination of probation.
- 5.2 The County or its agent will evaluate the Contractor's performance under this Contract on not less than an annual basis. Such evaluation will include assessing the Contractor's compliance with all Contract term and performance standards. Any deficiencies which the County determines are severe, continuing, or that may place performance of the Contract in jeopardy, will be reported to the Board of Supervisors. The report will include all remedial action taken by the County and the Contractor. If the Contractor fails to implement appropriate remedial action, the County may terminate this Contract or impose other penalties as specified in this Contract.

5.3 County Observations

- 5.3.1. In addition to departmental contracting staff, other County personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

6.0 RESPONSIBILITIES

The County's and the Contractor's responsibilities are as follows:

COUNTY

Personnel

The County will administer the Contract according to the Contract. Specific duties will include:

- Monitoring the Contractor's performance in the daily operation of this Contract.
- Providing direction to the Contractor in areas relating to policy, information, and procedural requirements.
- Preparing Amendments in accordance with the Contract.

CONTRACTOR

Project Director

- The Contractor shall provide its own full-time officer or employee as the Project Director and clearly identify the person, in writing, to the County. The Project Director/authorized agent shall be available for telephone contact between 8:00 a.m. and 5:00 p.m., PST, Monday through Friday, excluding the County holidays. The Project Director shall provide management and coordination of this Contract, and shall act as the sole contact person with the County.
- When the Contract work is performed at times other than described above or when the Project Director cannot be present, and with prior approval of the County's Program Manager, an equally responsible agent shall be designated to act as the Project Director.
- The Project Director shall have actual and apparent authority to act for the Contractor on all matters relating to the daily operation of the Contract. The Project Director/authorized agent shall read, write, speak, and understand English.
- The Project Director shall be available between 8:00 a.m. to 5:00 p.m., PST, Monday through Friday excluding County holidays, to meet with County personnel designated by the County to discuss problem areas.

Personnel

- Contractor's staff performing psychological screening, must at all times possess a current license in the State of California as a clinical psychologist, have a minimum of three (3) years' experience within the last three (3) years in the area of conducting psychological screenings serving large organizations and submit proof upon request by County.
- Contractor's staff shall have extensive knowledge of the California State Board of Corrections guidelines and standards for Peace Officers, and previous experience working with law enforcement agencies is necessary to perform the required services.
- Contractor's staff must be familiar with the specific tasks, standards and training procedures for Probation staff, as well as legislative requirements for justice agencies.
- The Contractor shall provide competent staff to perform the terms of the Contract.
- The Contractor shall ensure that by the first day of employment, all persons working on this Contract have signed a confidentiality form that meets the standards of the County of Riverside's Probation Department.
- All personnel must be able to read, write, spell, speak, and understand English.
- The County has the exclusive right to approve or disapprove all of the Contractor's staff who perform

work hereunder and any proposed changes to the Contractor's staff. The Contractor shall immediately remove and replace any employee from work on this Contract within twenty-four (24) hours after a request by the County's Contract Manager.

- The County reserves the exclusive right to have the County's Program Manager or designated agent, interview any or all prospective employees of the Contractor.
- The Contractor shall provide the County's Program Manager with a current list of employees and keep this list updated during the Contract period.

7.0 Materials and Equipment

The purchase of all materials/equipment to provide the needed services is the responsibility of the Contractor. The Contractor shall use materials and equipment that are safe for the environment and safe for use by the employee.

8.0 Contractor's Office

The Contractor shall maintain an office with a telephone in the service area. The office shall be staffed during the hours of 8:00 a.m. to 5:00 p.m. P.S.T., Monday through Friday, by at least one employee who can respond to inquiries and complaints, which may be received about the Contractor's performance of the Contract. When the office is closed, an answering service shall be provided to receive calls. The Contractor shall answer calls received by the answering service within two (2) hours of receipt of the call.

9.0 HOURS/DAYS OF WORK

The Contractor shall be required to provide mentoring, employment assistance, support services, educational services, assessments, and counseling services, Monday through Friday, during normal business hours.

10.0 UNSCHEDULED WORK

If the Contractor provides any tasks, deliverables, goods, services, or other work, other than as specified in this Contract, the same shall be deemed to be a gratuitous effort on the part of the Contractor, and the Contractor shall have no claim whatsoever against the County.

Exhibit B

Payment Provisions

- The annual compensation under the Agreement, which includes all expenses incurred by CONTRACTOR, including for any COUNTY-approved work performed by CONTRACTOR, beginning on or about July, 1 2023, shall not exceed the total-funding-per-fiscal year amounts listed in the table below:

Description	FY2023/24	FY2024/25	FY2025/26	FY2026/27
CPI Percentage	0.0%	4.9%	4.9%	4.9%
CPI Amount	\$ -	\$ 4,884	\$ 5,123	\$ 5,373
Contract Amount	\$ 100,000	\$ 100,000	\$ 104,884	\$ 110,007
Total Funding Per Fiscal Year (Not to Exceeds Amount)	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380

- CONTRACTOR shall invoice the COUNTY monthly for all costs incurred in arrears. All invoices shall list date, invoice number, and contract ID# PRARC-PSA-0004451. Section 3.3 of the Agreement provides submittal process information.

- COUNTY PAYMENT TERMS - For calculating due dates for payment terms, the County will use either the date that the invoice is received by the County or the date the goods/services are received, whichever is later. Terms: Net 30

- Line-Item Budget for Initial Baseline Annual Compensation (per fiscal year)

Expenses	Amount	Percentage
Salaries	\$80,000.00	80%
Rent	\$2,000.00	2%
Insurance Premium	\$10,000.00	10%
Maintenance	\$8,000.00	8%
Totals:	\$100,000.00	100%

Contracted back-up documentation needed for claim/invoice payments/reimbursements requests:	
Categories	Description of Back-up Requested by Probation Department (Does not have to be all these docs, but one or another to enable verification/justification of billing)
Salary	Timesheets by pay period (signed by both employee and authorized supervisor, indicates hours worked on Probation program), payroll register. When billing, should be able to reconcile to the contract agreement (FTE and or % of FTE, Title of position).
Benefits	Break-down of employer paid benefits being claimed on the invoice, paid insurance billing with breakdown per employee, payroll register with benefit breakdown.

Overhead costs	General Ledger (GL) report, AP report, Proof of services/payment
Program Experience	Receipts (i.e. if store purchases for office supplies, foods, etc. receipts should be itemized - not statement or lumpsum amount). Pro-social event/ sign-in/roster of youth attendees (first name, last name initials).
Administrative Indirect Cost Rate Applied	Reasonable Percentage and Methodology/justification.
Reporting Requirements	As indicated on contract, provide data reports.

Attachment I

HIPAA Business Associate Agreement Addendum to Contract

Between the County of Riverside and Destiny Ministries Church.

This HIPAA Business Associate Agreement (the "Addendum") supplements, and is made part of the Underlying Agreement between the County of Riverside ("County") and Contractor and shall be effective as of the date the Underlying Agreement approved by both Parties (the "Effective Date").

RECITALS

WHEREAS, County and Contractor entered into the Underlying Agreement pursuant to which the Contractor provides services to County, and in conjunction with the provision of such services certain protected health information ("PHI") and/or certain electronic protected health information ("ePHI") may be created by or made available to Contractor for the purposes of carrying out its obligations under the Underlying Agreement; and,

WHEREAS, the provisions of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), Public Law 104-191 enacted August 21, 1996, and the Health Information Technology for Economic and Clinical Health Act ("HITECH") of the American Recovery and Reinvestment Act of 2009, Public Law 111-5 enacted February 17, 2009, and the laws and regulations promulgated subsequent thereto, as may be amended from time to time, are applicable to the protection of any use or disclosure of PHI and/or ePHI pursuant to the Underlying Agreement; and,

WHEREAS, County is a covered entity, as defined in the Privacy Rule; and,

WHEREAS, to the extent County discloses PHI and/or ePHI to Contractor or Contractor creates, receives, maintains, transmits, or has access to PHI and/or ePHI of County, Contractor is a business associate, as defined in the Privacy Rule; and,

WHEREAS, pursuant to 42 USC §17931 and §17934, certain provisions of the Security Rule and Privacy Rule apply to a business associate of a covered entity in the same manner that they apply to the covered entity, the additional security and privacy requirements of HITECH are applicable to business associates and must be incorporated into the business associate agreement, and a business associate is liable for civil and criminal penalties for failure to comply with these security and/or privacy provisions; and,

WHEREAS, the parties mutually agree that any use or disclosure of PHI and/or ePHI must be in compliance with the Privacy Rule, Security Rule, HIPAA, HITECH and any other applicable law; and,

WHEREAS, the parties intend to enter into this Addendum to address the requirements and obligations set forth in the Privacy Rule, Security Rule, HITECH and HIPAA as they apply to Contractor as a business associate of County, including the establishment of permitted and required uses and disclosures of PHI and/or ePHI created or received by Contractor during the course of performing functions, services and activities on behalf of County, and appropriate limitations and conditions on such uses and disclosures;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. **Definitions.** Terms used, but not otherwise defined, in this Addendum shall have the same meaning as those terms in HITECH, HIPAA, Security Rule and/or Privacy Rule, as may be amended from time to time.
 - A. "Breach" when used in connection with PHI means the acquisition, access, use or disclosure of PHI in a manner not permitted under subpart E of the Privacy Rule which compromises the security or privacy of the PHI, and shall have the meaning given such term in 45 CFR §164.402.
 - (1) Except as provided below in Paragraph (2) of this definition, acquisition, access, use, or disclosure of PHI in a manner not permitted by subpart E of the Privacy Rule is presumed to be a breach unless Contractor

demonstrates that there is a low probability that the PHI has been compromised based on a risk assessment of at least the following four factors:

- (a) The nature and extent of the PHI involved, including the types of identifiers and the likelihood of re-identification;
- (b) The unauthorized person who used the PHI or to whom the disclosure was made;
- (c) Whether the PHI was actually acquired or viewed; and
- (d) The extent to which the risk to the PHI has been mitigated.

(2) Breach excludes:

(a) Any unintentional acquisition, access or use of PHI by a workforce member or person acting under the authority of a covered entity or business associate, if such acquisition, access or use was made in good faith and within the scope of authority and does not result in further use or disclosure in a manner not permitted under subpart E of the Privacy Rule.

(b) Any inadvertent disclosure by a person who is authorized to access PHI at a covered entity or business associate to another person authorized to access PHI at the same covered entity, business associate, or organized health care arrangement in which County participates, and the information received as a result of such disclosure is not further used or disclosed in a manner not permitted by subpart E of the Privacy Rule.

(c) A disclosure of PHI where a covered entity or business associate has a good faith belief that an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.

- B. "Business associate" has the meaning given such term in 45 CFR §164.501, including but not limited to a subcontractor that creates, receives, maintains, transmits or accesses PHI on behalf of the business associate.
- C. "Data aggregation" has the meaning given such term in 45 CFR §164.501.
- D. "Designated record set" as defined in 45 CFR §164.501 means a group of records maintained by or for a covered entity that may include: the medical records and billing records about individuals maintained by or for a covered health care provider; the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan; or, used, in whole or in part, by or for the covered entity to make decisions about individuals.
- E. "Electronic protected health information" ("ePHI") as defined in 45 CFR §160.103 means protected health information transmitted by or maintained in electronic media.
- F. "Electronic health record" means an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff, and shall have the meaning given such term in 42 USC §17921(5).
- G. "Health care operations" has the meaning given such term in 45 CFR §164.501.
- H. "Individual" as defined in 45 CFR §160.103 means the person who is the subject of protected health information.
- I. "Person" as defined in 45 CFR §160.103 means a natural person, trust or estate, partnership, corporation, professional association or corporation, or other entity, public or private.
- J. "Privacy Rule" means the HIPAA regulations codified at 45 CFR Parts 160 and 164, Subparts A and E.
- K. "Protected health information" ("PHI") has the meaning given such term in 45 CFR §160.103, which includes ePHI.

- L. "Required by law" has the meaning given such term in 45 CFR §164.103.
- M. "Secretary" means the Secretary of the U.S. Department of Health and Human Services ("HHS").
- N. "Security incident" as defined in 45 CFR §164.304 means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.
- O. "Security Rule" means the HIPAA Regulations codified at 45 CFR Parts 160 and 164, Subparts A and C.
- P. "Subcontractor" as defined in 45 CFR §160.103 means a person to whom a business associate delegates a function, activity, or service, other than in the capacity of a member of the workforce of such business associate.
- Q. "Unsecured protected health information" and "unsecured PHI" as defined in 45 CFR §164.402 means PHI not rendered unusable, unreadable, or indecipherable to unauthorized persons through use of a technology or methodology specified by the Secretary in the guidance issued under 42 USC §17932(h)(2).

2. **Scope of Use and Disclosure by Contractor of County's PHI and/or ePHI.**

- A. Except as otherwise provided in this Addendum, Contractor may use, disclose, or access PHI and/or ePHI as necessary to perform any and all obligations of Contractor under the Underlying Agreement or to perform functions, activities or services for, or on behalf of, County as specified in this Addendum, if such use or disclosure does not violate HIPAA, HITECH, the Privacy Rule and/or Security Rule.
- B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Addendum or required by law, in accordance with 45 CFR §164.504(e)(2), Contractor may:
 - 1) Use PHI and/or ePHI if necessary for Contractor's proper management and administration and to carry out its legal responsibilities; and,
 - 2) Disclose PHI and/or ePHI for the purpose of Contractor's proper management and administration or to carry out its legal responsibilities, only if:
 - a) The disclosure is required by law; or,
 - b) Contractor obtains reasonable assurances, in writing, from the person to whom Contractor will disclose such PHI and/or ePHI that the person will:
 - i. Hold such PHI and/or ePHI in confidence and use or further disclose it only for the purpose for which Contractor disclosed it to the person, or as required by law; and,
 - ii. Notify County of any instances of which it becomes aware in which the confidentiality of the information has been breached; and,
 - 3) Use PHI to provide data aggregation services relating to the health care operations of County pursuant to the Underlying Agreement or as requested by County; and,
 - 4) De-identify all PHI and/or ePHI of County received by Contractor under this Addendum provided that the de-identification conforms to the requirements of the Privacy Rule and/or Security Rule and does not preclude timely payment and/or claims processing and receipt.
- C. Notwithstanding the foregoing, in any instance where applicable state and/or federal laws and/or regulations are more stringent in their requirements than the provisions of HIPAA, including, but not limited to, prohibiting disclosure of mental health and/or substance abuse records, the applicable state and/or federal laws and/or regulations shall control the disclosure of records.

3. **Prohibited Uses and Disclosures.**

- A. Contractor may neither use, disclose, nor access PHI and/or ePHI in a manner not authorized by the Underlying Agreement or this Addendum without patient authorization or de-identification of the PHI and/or ePHI and as authorized in writing from County.
- B. Contractor may neither use, disclose, nor access PHI and/or ePHI it receives from County or from another business associate of County, except as permitted or required by this Addendum, or as required by law.
- C. Contractor agrees not to make any disclosure of PHI and/or ePHI that County would be prohibited from making.
- D. Contractor shall not use or disclose PHI for any purpose prohibited by the Privacy Rule, Security Rule, HIPAA and/or HITECH, including, but not limited to 42 USC §17935 and §17936. Contractor agrees:
 - 1) Not to use or disclose PHI for fundraising , unless pursuant to the Underlying Agreement and only if permitted by and in compliance with the requirements of 45 CFR §164.514(f) or 45 CFR §164.508;
 - 2) Not to use or disclose PHI for marketing, as defined in 45 CFR §164.501, unless pursuant to the Underlying Agreement and only if permitted by and in compliance with the requirements of 45 CFR §164.508(a)(3);
 - 3) Not to disclose PHI, except as otherwise required by law, to a health plan for purposes of carrying out payment or health care operations, if the individual has requested this restriction pursuant to 42 USC §17935(a) and 45 CFR §164.522, and has paid out of pocket in full for the health care item or service to which the PHI solely relates; and,
 - 4) Not to receive, directly or indirectly, remuneration in exchange for PHI, or engage in any act that would constitute a sale of PHI, as defined in 45 CFR §164.502(a)(5)(ii), unless permitted by the Underlying Agreement and in compliance with the requirements of a valid authorization under 45 CFR §164.508(a)(4). This prohibition shall not apply to payment by County to Contractor for services provided pursuant to the Underlying Agreement.

4. **Obligations of County.**

- A. County agrees to make its best efforts to notify Contractor promptly in writing of any restrictions on the use or disclosure of PHI and/or ePHI agreed to by County that may affect Contractor's ability to perform its obligations under the Underlying Agreement, or this Addendum.
- B. County agrees to make its best efforts to promptly notify Contractor in writing of any changes in, or revocation of, permission by any individual to use or disclose PHI and/or ePHI, if such changes or revocation may affect Contractor's ability to perform its obligations under the Underlying Agreement, or this Addendum.
- C. County agrees to make its best efforts to promptly notify Contractor in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect Contractor's use or disclosure of PHI and/or ePHI.
- D. County agrees not to request Contractor to use or disclose PHI and/or ePHI in any manner that would not be permissible under HITECH, HIPAA, the Privacy Rule, and/or Security Rule.
- E. County agrees to obtain any authorizations necessary for the use or disclosure of PHI and/or ePHI, so that Contractor can perform its obligations under this Addendum and/or Underlying Agreement.

5. **Obligations of Contractor.** In connection with the use or disclosure of PHI and/or ePHI, Contractor agrees to:
- A. Use or disclose PHI only if such use or disclosure complies with each applicable requirement of 45 CFR §164.504(e). Contractor shall also comply with the additional privacy requirements that are applicable to covered entities in HITECH, as may be amended from time to time.
 - B. Not use or further disclose PHI and/or ePHI other than as permitted or required by this Addendum or as required by law. Contractor shall promptly notify County if Contractor is required by law to disclose PHI and/or ePHI.
 - C. Use appropriate safeguards and comply, where applicable, with the Security Rule with respect to ePHI, to prevent use or disclosure of PHI and/or ePHI other than as provided for by this Addendum.
 - D. Mitigate, to the extent practicable, any harmful effect that is known to Contractor of a use or disclosure of PHI and/or ePHI by Contractor in violation of this Addendum.
 - E. Report to County any use or disclosure of PHI and/or ePHI not provided for by this Addendum or otherwise in violation of HITECH, HIPAA, the Privacy Rule, and/or Security Rule of which Contractor becomes aware, including breaches of unsecured PHI as required by 45 CFR §164.410.
 - F. In accordance with 45 CFR §164.502(e)(1)(ii), require that any subcontractors that create, receive, maintain, transmit or access PHI on behalf of the Contractor agree through contract to the same restrictions and conditions that apply to Contractor with respect to such PHI and/or ePHI, including the restrictions and conditions pursuant to this Addendum.
 - G. Make available to County or the Secretary, in the time and manner designated by County or Secretary, Contractor's internal practices, books and records relating to the use, disclosure and privacy protection of PHI received from County, or created or received by Contractor on behalf of County, for purposes of determining, investigating or auditing Contractor's and/or County's compliance with the Privacy Rule.
 - H. Request, use or disclose only the minimum amount of PHI necessary to accomplish the intended purpose of the request, use or disclosure in accordance with 42 USC §17935(b) and 45 CFR §164.502(b)(1).
 - I. Comply with requirements of satisfactory assurances under 45 CFR §164.512 relating to notice or qualified protective order in response to a third party's subpoena, discovery request, or other lawful process for the disclosure of PHI, which Contractor shall promptly notify County upon Contractor's receipt of such request from a third party.
 - J. Not require an individual to provide patient authorization for use or disclosure of PHI as a condition for treatment, payment, enrollment in any health plan (including the health plan administered by County), or eligibility of benefits, unless otherwise excepted under 45 CFR §164.508(b)(4) and authorized in writing by County.
 - K. Use appropriate administrative, technical and physical safeguards to prevent inappropriate use, disclosure, or access of PHI and/or ePHI.
 - L. Obtain and maintain knowledge of applicable laws and regulations related to HIPAA and HITECH, as may be amended from time to time.
 - M. Comply with the requirements of the Privacy Rule that apply to the County to the extent Contractor is to carry out County's obligations under the Privacy Rule.
 - N. Take reasonable steps to cure or end any pattern of activity or practice of its subcontractor of which Contractor becomes aware that constitute a material breach or violation of the subcontractor's obligations under the business associate contract with Contractor, and if such steps are unsuccessful, Contractor agrees to terminate its contract with the subcontractor if feasible.

6. **Access to PHI, Amendment and Disclosure Accounting.** Contractor agrees to:
- A. **Access to PHI, including ePHI.** Provide access to PHI, including ePHI if maintained electronically, in a designated record set to County or an individual as directed by County, within five (5) days of request from County, to satisfy the requirements of 45 CFR §164.524.
 - B. **Amendment of PHI.** Make PHI available for amendment and incorporate amendments to PHI in a designated record set County directs or agrees to at the request of an individual, within fifteen (15) days of receiving a written request from County, in accordance with 45 CFR §164.526.
 - C. **Accounting of disclosures of PHI and electronic health record.** Assist County to fulfill its obligations to provide accounting of disclosures of PHI under 45 CFR §164.528 and, where applicable, electronic health records under 42 USC §17935(c) if Contractor uses or maintains electronic health records. Contractor shall:
 - 1) Document such disclosures of PHI and/or electronic health records, and information related to such disclosures, as would be required for County to respond to a request by an individual for an accounting of disclosures of PHI and/or electronic health record in accordance with 45 CFR §164.528.
 - 2) Within fifteen (15) days of receiving a written request from County, provide to County or any individual as directed by County information collected in accordance with this section to permit County to respond to a request by an individual for an accounting of disclosures of PHI and/or electronic health record.
 - 3) Make available for County information required by this Section 6.C for six (6) years preceding the individual's request for accounting of disclosures of PHI, and for three (3) years preceding the individual's request for accounting of disclosures of electronic health record.
7. **Security of ePHI.** In the event County discloses ePHI to Contractor or Contractor needs to create, receive, maintain, transmit or have access to County ePHI, in accordance with 42 USC §17931 and 45 CFR §164.314(a)(2)(i), and §164.306, Contractor shall:
- A. Comply with the applicable requirements of the Security Rule, and implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of ePHI that Contractor creates, receives, maintains, or transmits on behalf of County in accordance with 45 CFR §164.308, §164.310, and §164.312;
 - B. Comply with each of the requirements of 45 CFR §164.316 relating to the implementation of policies, procedures and documentation requirements with respect to ePHI;
 - C. Protect against any reasonably anticipated threats or hazards to the security or integrity of ePHI;
 - D. Protect against any reasonably anticipated uses or disclosures of ePHI that are not permitted or required under the Privacy Rule;
 - E. Ensure compliance with the Security Rule by Contractor's workforce;
 - F. In accordance with 45 CFR §164.308(b)(2), require that any subcontractors that create, receive, maintain, transmit, or access ePHI on behalf of Contractor agree through contract to the same restrictions and requirements contained in this Addendum and comply with the applicable requirements of the Security Rule;
 - G. Report to County any security incident of which Contractor becomes aware, including breaches of unsecured PHI as required by 45 CFR §164.410; and,
 - H. Comply with any additional security requirements that are applicable to covered entities in Title 42 (Public Health and Welfare) of the United States Code, as may be amended from time to time, including but not limited to HITECH.

8. **Breach of Unsecured PHI.** In the case of breach of unsecured PHI, Contractor shall comply with the applicable provisions of 42 USC §17932 and 45 CFR Part 164, Subpart D, including but not limited to 45 CFR §164.410.
- A. **Discovery and notification.** Following the discovery of a breach of unsecured PHI, Contractor shall notify County in writing of such breach without unreasonable delay and in no case later than 60 calendar days after discovery of a breach, except as provided in 45 CFR §164.412.
- 1) **Breaches treated as discovered.** A breach is treated as discovered by Contractor as of the first day on which such breach is known to Contractor or, by exercising reasonable diligence, would have been known to Contractor, which includes any person, other than the person committing the breach, who is an employee, officer, or other agent of Contractor (determined in accordance with the federal common law of agency).
- 2) **Content of notification.** The written notification to County relating to breach of unsecured PHI shall include, to the extent possible, the following information if known (or can be reasonably obtained) by Contractor:
- a) The identification of each individual whose unsecured PHI has been, or is reasonably believed by Contractor to have been accessed, acquired, used or disclosed during the breach;
- b) A brief description of what happened, including the date of the breach and the date of the discovery of the breach, if known;
- c) A description of the types of unsecured PHI involved in the breach, such as whether full name, social security number, date of birth, home address, account number, diagnosis, disability code, or other types of information were involved;
- d) Any steps individuals should take to protect themselves from potential harm resulting from the breach;
- e) A brief description of what Contractor is doing to investigate the breach, to mitigate harm to individuals, and to protect against any further breaches; and,
- f) Contact procedures for individuals to ask questions or learn additional information, which shall include a toll-free telephone number, an e-mail address, web site, or postal address.
- B. **Cooperation.** With respect to any breach of unsecured PHI reported by Contractor, Contractor shall cooperate with County and shall provide County with any information requested by County to enable County to fulfill in a timely manner its own reporting and notification obligations, including but not limited to providing notice to individuals, prominent media outlets and the Secretary in accordance with 42 USC §17932 and 45 CFR §164.404, §164.406 and §164.408.
- C. **Breach log.** To the extent breach of unsecured PHI involves less than 500 individuals, Contractor shall maintain a log or other documentation of such breaches and provide such log or other documentation on an annual basis to County not later than fifteen (15) days after the end of each calendar year for submission to the Secretary.
- D. **Delay of notification authorized by law enforcement.** If Contractor delays notification of breach of unsecured PHI pursuant to a law enforcement official's statement that required notification, notice or posting would impede a criminal investigation or cause damage to national security, Contractor shall maintain documentation sufficient to demonstrate its compliance with the requirements of 45 CFR §164.412.
- E. **Payment of costs.** With respect to any breach of unsecured PHI caused solely by the Contractor's failure to comply with one or more of its obligations under this Addendum and/or the provisions of HITECH, HIPAA, the Privacy Rule or the Security Rule, Contractor agrees to pay any and all costs associated with providing all legally required notifications to individuals, media outlets, and the Secretary. This provision shall not be

construed to limit or diminish Contractor's obligations to indemnify, defend and hold harmless County under Section 9 of this Addendum.

- F. **Documentation.** Pursuant to 45 CFR §164.414(b), in the event Contractor's use or disclosure of PHI and/or ePHI violates the Privacy Rule, Contractor shall maintain documentation sufficient to demonstrate that all notifications were made by Contractor as required by 45 CFR Part 164, Subpart D, or that such use or disclosure did not constitute a breach, including Contractor's completed risk assessment and investigation documentation.
- G. **Additional State Reporting Requirements.** The parties agree that this Section 8.G applies only if and/or when County, in its capacity as a licensed clinic, health facility, home health agency, or hospice, is required to report unlawful or unauthorized access, use, or disclosure of medical information under the more stringent requirements of California Health & Safety Code §1280.15. For purposes of this Section 8.G, "unauthorized" has the meaning given such term in California Health & Safety Code §1280.15(j)(2).
 - 1) Contractor agrees to assist County to fulfill its reporting obligations to affected patients and to the California Department of Public Health ("CDPH") in a timely manner under the California Health & Safety Code §1280.15.
 - 2) Contractor agrees to report to County any unlawful or unauthorized access, use, or disclosure of patient's medical information without unreasonable delay and no later than two (2) business days after Contractor detects such incident. Contractor further agrees such report shall be made in writing, and shall include substantially the same types of information listed above in Section 8.A.2 (Content of Notification) as applicable to the unlawful or unauthorized access, use, or disclosure as defined above in this section, understanding and acknowledging that the term "breach" as used in Section 8.A.2 does not apply to California Health & Safety Code §1280.15.

9. **Hold Harmless/Indemnification.**

- A. Contractor agrees to indemnify and hold harmless County, all Agencies, Districts, Special Districts and Departments of County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability whatsoever, based or asserted upon any services of Contractor, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Addendum, including but not limited to property damage, bodily injury, death, or any other element of any kind or nature whatsoever arising from the performance of Contractor, its officers, agents, employees, subcontractors, agents or representatives from this Addendum. Contractor shall defend, at its sole expense, all costs and fees, including but not limited to attorney fees, cost of investigation, defense and settlements or awards, of County, all Agencies, Districts, Special Districts and Departments of County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents or representatives in any claim or action based upon such alleged acts or omissions.
- B. With respect to any action or claim subject to indemnification herein by Contractor, Contractor shall, at their sole cost, have the right to use counsel of their choice, subject to the approval of County, which shall not be unreasonably withheld, and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Contractor's indemnification to County as set forth herein. Contractor's obligation to defend, indemnify and hold harmless County shall be subject to County having given Contractor written notice within a reasonable period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at Contractor's expense, for the defense or settlement thereof. Contractor's obligation hereunder shall be satisfied when Contractor has provided to County the appropriate form of dismissal relieving County from any liability for the action or claim involved.
- C. The specified insurance limits required in the Underlying Agreement of this Addendum shall in no way limit or circumscribe Contractor's obligations to indemnify and hold harmless County herein from third party claims arising from issues of this Addendum.

- D. In the event there is conflict between this clause and California Civil Code §2782, this clause shall be interpreted to comply with Civil Code §2782. Such interpretation shall not relieve the Contractor from indemnifying County to the fullest extent allowed by law.
- E. In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Addendum, this indemnification shall only apply to the subject issues included within this Addendum.
10. **Term.** This Addendum shall commence upon the Effective Date and shall terminate when all PHI and/or ePHI provided by County to Contractor, or created or received by Contractor on behalf of County, is destroyed or returned to County, or, if it is infeasible to return or destroy PHI and/ePHI, protections are extended to such information, in accordance with section 11.B of this Addendum.
11. **Termination.**
- A. **Termination for Breach of Contract.** A breach of any provision of this Addendum by either party shall constitute a material breach of the Underlying Agreement and will provide grounds for terminating this Addendum and the Underlying Agreement with or without an opportunity to cure the breach, notwithstanding any provision in the Underlying Agreement to the contrary. Either party, upon written notice to the other party describing the breach, may take any of the following actions:
- 1) Terminate the Underlying Agreement and this Addendum, effective immediately, if the other party breaches a material provision of this Addendum.
 - 2) Provide the other party with an opportunity to cure the alleged material breach and in the event the other party fails to cure the breach to the satisfaction of the non-breaching party in a timely manner, the non-breaching party has the right to immediately terminate the Underlying Agreement and this Addendum.
 - 3) If termination of the Underlying Agreement is not feasible, the breaching party, upon the request of the non-breaching party, shall implement, at its own expense, a plan to cure the breach and report regularly on its compliance with such plan to the non-breaching party.
- B. **Effect of Termination.**
- 1) Upon termination of this Addendum, for any reason, Contractor shall return or, if agreed to in writing by County, destroy all PHI and/or ePHI received from County, or created or received by the Contractor on behalf of County, and, in the event of destruction, Contractor shall certify such destruction, in writing, to County. This provision shall apply to all PHI and/or ePHI which are in the possession of subcontractors or agents of Contractor. Contractor shall retain no copies of PHI and/or ePHI, except as provided below in paragraph (2) of this section.
 - 2) In the event that Contractor determines that returning or destroying the PHI and/or ePHI is not feasible, Contractor shall provide written notification to County of the conditions that make such return or destruction not feasible. Upon determination by Contractor that return or destruction of PHI and/or ePHI is not feasible, Contractor shall extend the protections of this Addendum to such PHI and/or ePHI and limit further uses and disclosures of such PHI and/or ePHI to those purposes which make the return or destruction not feasible, for so long as Contractor maintains such PHI and/or ePHI.
12. **General Provisions.**
- A. **Retention Period.** Whenever Contractor is required to document or maintain documentation pursuant to the terms of this Addendum, Contractor shall retain such documentation for 6 years from the date of its creation or as otherwise prescribed by law, whichever is later.
- B. **Amendment.** The parties agree to take such action as is necessary to amend this Addendum from time to time as is necessary for County to comply with HITECH, the Privacy Rule, Security Rule, and HIPAA generally.
- C. **Survival.** The obligations of Contractor under Sections 3, 5, 6, 7, 8, 9, 11.B and 12.A of this Addendum shall survive the termination or expiration of this Addendum.

- D. **Regulatory and Statutory References.** A reference in this Addendum to a section in HITECH, HIPAA, the Privacy Rule and/or Security Rule means the section(s) as in effect or as amended.
- E. **Conflicts.** The provisions of this Addendum shall prevail over any provisions in the Underlying Agreement that conflict or appear inconsistent with any provision in this Addendum.
- F. **Interpretation of Addendum.**
- 1) This Addendum shall be construed to be part of the Underlying Agreement as one document. The purpose is to supplement the Underlying Agreement to include the requirements of the Privacy Rule, Security Rule, HIPAA and HITECH.
 - 2) Any ambiguity between this Addendum and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule, Security Rule, HIPAA and HITECH generally.
- G. **Notices to County.** All notifications required to be given by Contractor to County pursuant to the terms of this Addendum shall be made in writing and delivered to the County both by fax and to both of the addresses listed below by either registered or certified mail return receipt requested or guaranteed overnight mail with tracing capability, or at such other address as County may hereafter designate. All notices to County provided by Contractor pursuant to this Section shall be deemed given or made when received by County.

County HIPAA Privacy Officer: HIPAA Privacy Manager

County HIPAA Privacy Officer Address: 26520 Cactus Avenue,
Moreno Valley, CA 92555

County HIPAA Privacy Officer Phone Number: (951) 486-6471










Professional Service Agreement for Juvenile Justice Crime Prevention Act Funded Juvenile Program Services III

Final Audit Report

2023-07-05

Created:	2023-07-05
By:	Jose (Tony) Curiel (jocuriel@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAATIFYV5FI9rd1ePxNzCfNuJ4Sz5a1d0Rt

"Professional Service Agreement for Juvenile Justice Crime Prevention Act Funded Juvenile Program Services III" History

-  Document created by Jose (Tony) Curiel (jocuriel@rivco.org)
2023-07-05 - 10:33:13 PM GMT
-  Document emailed to jeff.smith@destinychurch.tv for signature
2023-07-05 - 10:36:12 PM GMT
-  Email viewed by jeff.smith@destinychurch.tv
2023-07-05 - 10:41:24 PM GMT
-  Signer jeff.smith@destinychurch.tv entered name at signing as Jeffery Smith
2023-07-05 - 11:35:15 PM GMT
-  Document e-signed by Jeffery Smith (jeff.smith@destinychurch.tv)
Signature Date: 2023-07-05 - 11:35:17 PM GMT - Time Source: server
-  Document emailed to Lisa Sanchez (lisanchez@rivco.org) for signature
2023-07-05 - 11:35:18 PM GMT
-  Email viewed by Lisa Sanchez (lisanchez@rivco.org)
2023-07-05 - 11:36:18 PM GMT
-  Document e-signed by Lisa Sanchez (lisanchez@rivco.org)
Signature Date: 2023-07-05 - 11:40:28 PM GMT - Time Source: server
-  Agreement completed.
2023-07-05 - 11:40:28 PM GMT

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
STUDENTNEST FOUNDATION

Original Contract Term:	July 1, 2022, through June 30, 2023
Contract Term Extended To:	June 30, 2025
Effective Date of Amendment:	July 1, 2023
Original Annual Maximum Contract Amount:	\$100,000
Amended Annual Maximum Contract Amount:	\$104,884
Contract ID:	PRARC-PSA-0004448

This Amendment No. 1 to the Professional Service Agreement (Agreement) for Juvenile Justice Crime Prevention Act (JJCPA) Funded Juvenile Program Services III between the County of Riverside, a political subdivision of the State of California (COUNTY), and Studentnest Foundation, a California non-profit corporation (CONTRACTOR), is entered into effective July 1, 2023. The parties agree as follows:

1. Section 2.1 Period of Performance of the Agreement is deleted in its entirety and replaced with the following:

“2.1 This Agreement shall be effective for three (3) years from July 1, 2022, through June 30, 2025, with the option to renew for two (2) additional one-year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.”

2. Section 3.1 Compensation of the Agreement is deleted in its entirety and replaced with the following:

“3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B-1, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$100,000 for FY 22/23, \$104,884 for FY 23/24, \$110,007 for FY 24/25, \$115,380 for FY 25/26, and \$121,015 for FY 26/27, including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-1, COUNTY shall not be responsible for payment of any of CONTRACTOR’s expenses related to this Agreement.”


JUL 18 2023 3.21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
STUDENTNEST FOUNDATION

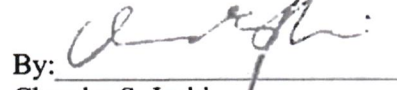
3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

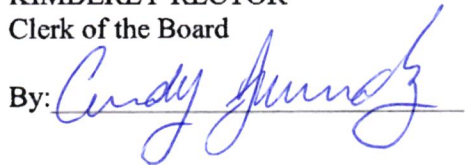
COUNTY OF RIVERSIDE, a political
subdivision of the State of California

By: 
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: 7/18/2023

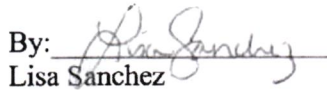
STUDENTNEST FOUNDATION
a California nonprofit corporation

By: 
Chander S. Joshi
CEO
Dated: June 30, 2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 
Lisa Sanchez
Deputy County Counsel

JUL 18 2023 3:21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
STUDENTNEST FOUNDATION


3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

STUDENTNEST FOUNDATION
a California nonprofit corporation

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: _____

By: 
Chander S. Joshi
CEO
Dated: 6/30/23

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____
Lisa Sanchez
Deputy County Counsel

Contract No. PRARC-PSA-0004447
Form #116-311 Revision Date: 01/13/2016

County of Riverside Purchasing and Fleet Services
2980 Washington Street Riverside, CA 92504
Telephone: (951) 955-4937

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
 AMENDMENT NO. 1 TO THE AGREEMENT
 WITH
 STUDENTNEST FOUNDATION

Exhibit B-1
Payment Provisions
Riverside County Probation Department
Juvenile Justice Crime Prevention Act Program

The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside County. The CPI percentage applied to the remaining contracted years were calculated based on a historical average over a five-year period posted on the Bureau of Labor Statistics website.

Studentnest

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Aggregate Amount
CPI Percentage (Not to Exceed 10%)	0.0%	4.9%	4.9%	4.9%	4.9%	19.5%
CPI Amount	\$ -	\$ 4,884	\$ 5,123	\$ 5,373	\$ 5,635	\$ 21,015
Contract Amount	\$ 100,000	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 530,271
Total Funding Per Year (Not to Exceed Amount)	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 121,015	\$ 551,286

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
RAINCROSS BOXING ACADEMY

Original Contract Term:	July 1, 2022, through June 30, 2023
Contract Term Extended To:	June 30, 2025
Effective Date of Amendment:	July 1, 2023
Original Annual Maximum Contract Amount:	\$99,200
Amended Annual Maximum Contract Amount:	\$104,045
Contract ID:	PRARC-PSA-0004450

This Amendment No. 1 to the Professional Service Agreement (Agreement) for Juvenile Justice Crime Prevention Act (JJCPA) Funded Juvenile Program Services III between the County of Riverside, a political subdivision of the State of California (COUNTY), and Raincross Boxing Academy, a California non-profit corporation (CONTRACTOR), is entered into effective July 1, 2023. The parties agree as follows:

1. Section 2.1 Period of Performance of the Agreement is deleted in its entirety and replaced with the following:

“2.1 This Agreement shall be effective for three (3) years from July 1, 2022, through June 30, 2025, with the option to renew for two (2) additional one-year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.”

2. Section 3.1 Compensation of the Agreement is deleted in its entirety and replaced with the following:

“3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided and expenses incurred in accordance with the terms of Exhibit B-1, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$99,200.00 for FY 22/23, \$104,045 for FY 23/24, \$109,127 for FY 24/25, \$114,457 for FY 25/26, \$120,047 for FY 26/27, including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-1, COUNTY shall not be responsible for payment of any of CONTRACTOR’s expenses related to this Agreement.”

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
RAINCROSS BOXING ACADEMY

3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

RAINCROSS BOXING ACADEMY,
a California nonprofit corporation

By: 

Kevin Jeffries, Chairperson
Board of Supervisors

Dated: 7/18/2023

By: Celia Miranda

Celia Miranda
Chief Executive Officer

Dated: 06/30/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 

Lisa Sanchez
Deputy County Counsel

JUL 18 2023 3:21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
RAINCROSS BOXING ACADEMY


3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

RAINCROSS BOXING ACADEMY,
a California nonprofit corporation

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors

By: 
Celia Miranda
Chief Executive Officer

Dated: _____

Dated: 07/17/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____
Lisa Sanchez
Deputy County Counsel

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
 AMENDMENT NO. 1 TO THE AGREEMENT
 WITH
 RAINCROSS BOXING ACADEMY

Exhibit B-1
Payment Provisions
Riverside County Probation Department
Juvenile Justice Crime Prevention Act Program

The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside County. The CPI percentage applied to the remaining contracted years were calculated based on a historical average over a five-year period posted on the Bureau of Labor Statistics website.

Raincross Boxing

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Aggregate Amount
CPI Percentage (Not to Exceed 10%)	0.0%	4.9%	4.9%	4.9%	4.9%	19.5%
CPI Amount	\$ -	\$ 4,845	\$ 5,082	\$ 5,330	\$ 5,590	\$ 20,847
Contract Amount	\$ 99,200	\$ 99,200	\$ 104,045	\$ 109,127	\$ 114,457	\$ 526,029
Total Funding Per Year (Not to Exceeds Amount)	\$ 99,200	\$ 104,045	\$ 109,127	\$ 114,457	\$ 120,047	\$ 546,876

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
CHAVEZ EDUCATIONAL SERVICES, LLC

Original Contract Term:	July 1, 2022 through June 30, 2023
Contract Term Extended To:	June 30, 2025
Effective Date of Amendment:	July 1, 2023
Original Annual Maximum Contract Amount:	\$84,900
Amended Annual Maximum Contract Amount:	\$89,047
Contract ID:	PRARC-PSA-0004443

This Amendment No. 1 to the Professional Service Agreement (Agreement) for Juvenile Justice Crime Prevention Act (JJCPA) Funded Juvenile Program Services III between the County of Riverside, a political subdivision of the State of California (COUNTY), and Chavez Educational Services, LLC, a California limited liability company (CONTRACTOR), is entered into effective July 1, 2023. The parties agree as follows:

1. Section 2.1 Period of Performance of the Agreement is deleted in its entirety and replaced with the following:

“2.1 This Agreement shall be effective for three (3) years from July 1, 2022, through June 30, 2025, with the option to renew for two (2) additional one-year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.”

2. Section 3 Compensation of the Agreement is deleted in its entirety and replaced with the following:

“3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B-1, Amended Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$84,900 for FY 22/23, \$89,047 for FY 23/24, \$93,396 for FY24/25, \$97,957 for FY25/26, and \$102,742 for FY 26/27 including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-1, COUNTY shall not be responsible for payment of any of CONTRACTOR’s expenses related to this Agreement.”

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
CHAVEZ EDUCATIONAL SERVICES, LLC

3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

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

By: 

Kevin Jeffries, Chairperson
Board of Supervisors

Dated: 7/18/2023

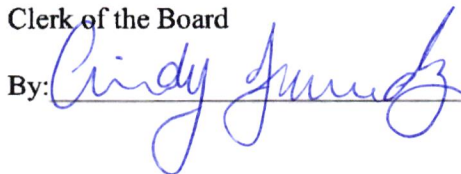
Chavez Educational Services, LLC.,
a California limited liability company

By: 

Alex Chavez
CEO

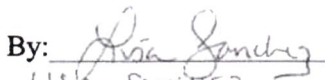
Dated: 6/28/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:

Minh C. Tran
County Counsel

By: 
LISA SANCHEZ
Deputy County Counsel

JUL 18 2023 3:21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
CHAVEZ EDUCATIONAL SERVICES, LLC


3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

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

Chavez Educational Services, LLC., a California limited liability company

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: _____

By:  _____
Alex Chavez
CEO
Dated: 6/20/23

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____
Deputy County Counsel

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
 AMENDMENT NO. 1 TO THE AGREEMENT
 WITH
 CHAVEZ EDUCATIONAL SERVICES, LLC

Exhibit B-1
Payment Provisions
Riverside County Probation Department
Juvenile Justice Crime Prevention Act Program

The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside County. The CPI percentage applied to the remaining contracted years were calculated based on a historical average over a five-year period posted on the Bureau of Labor Statistics website.

Chavez Educational Services

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Aggregate Amount
CPI Percentage (Not to Exceed 10%)	0.0%	4.9%	4.9%	4.9%	4.9%	19.5%
CPI Amount	\$ -	\$ 4,147	\$ 4,349	\$ 4,562	\$ 4,784	\$ 17,842
Contract Amount	\$ 84,900	\$ 84,900	\$ 89,047	\$ 93,396	\$ 97,957	\$ 450,200
Total Funding Per Year (Not to Exceeds Amount)	\$ 84,900	\$ 89,047	\$ 93,396	\$ 97,957	\$ 102,742	\$ 468,042

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
OPERATION SAFE HOUSE, INC.

Original Contract Term:	July 1, 2022, through June 30, 2023
Contract Term Extended To:	June 30, 2025
Effective Date of Amendment:	July 1, 2023
Original Annual Maximum Contract Amount:	\$100,000
Amended Annual Maximum Contract Amount:	\$104,884
Contract ID:	PRARC-PSA-0004452-RIV

This Amendment No. 1 to the Professional Service Agreement (Agreement) for Juvenile Justice Crime Prevention Act (JJCPA) Funded Juvenile Program Services III between the County of Riverside, a political subdivision of the State of California (COUNTY), and Operation Safe House, Inc., a California non-profit corporation (CONTRACTOR), is entered into effective July 1, 2023. The parties agree as follows:

1. Section 2.1 Period of Performance of the Agreement is deleted in its entirety and replaced with the following:

“2.1 This Agreement shall be effective for three (3) years from July 1, 2022, through June 30, 2025, with the option to renew for two (2) additional one-year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.”

2. Section 3.1 Compensation of the Agreement is deleted in its entirety and replaced with the following:

“3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B-1, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$100,000 for FY 22/23, \$104,884 for FY 23/24, \$110,007 for FY 24/25, \$115,380 for FY 25/26, and \$121,015 for FY 26/27, including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-1, COUNTY shall not be responsible for payment of any of CONTRACTOR’s expenses related to this Agreement.”

JUL 18 2023 3.21


COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
OPERATION SAFE HOUSE, INC.

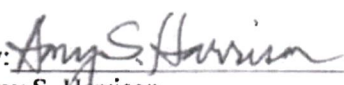
3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

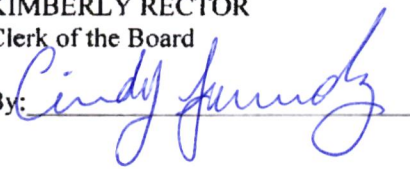
COUNTY OF RIVERSIDE, a political
subdivision of the State of California

OPERATION SAFE HOUSE, INC.,
a California nonprofit corporation

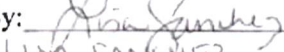
By: 
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: 7/18/2023

By: 
Amy S. Harrison
CEO
Dated: 6/28/23

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:
Minhi C. Tran
County Counsel

By: 
LISA SANCHEZ
Deputy County Counsel

Contract No. PRARC-PSA-0004452-RIV
Form #116-311 Revision Date: 01/13/2016

County of Riverside Purchasing and Fleet Services
2960 Washington Street Riverside, CA 92504
Telephone: (951) 955-4937

2

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
OPERATION SAFE HOUSE, INC.

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IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

OPERATION SAFE HOUSE, INC.,
a California nonprofit corporation

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: _____

By: Amy S. Harrison
Amy S. Harrison
CEO
Dated: 6/28/23

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____

Deputy County Counsel

JUL 18 2023 3.21

COUNTY OF RIVERSIDE
 AMENDMENT NO. 1 TO THE AGREEMENT
 WITH
 OPERATION SAFE HOUSE, INC.

Exhibit B-1
Payment Provisions
Riverside County Probation Department
Juvenile Justice Crime Prevention Act Program

The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside County. The CPI percentage applied to the remaining contracted years were calculated based on a historical average over a five-year period posted on the Bureau of Labor Statistics website.

Operation Safehouse DES

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Aggregate Amount
CPI Percentage (Not to Exceed 10%)	0.0%	4.9%	4.9%	4.9%	4.9%	19.5%
CPI Amount	\$ -	\$ 4,884	\$ 5,123	\$ 5,373	\$ 5,635	\$ 21,015
Contract Amount	\$ 100,000	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 530,271
Total Funding Per Year (Not to Exceed Amount)	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 121,015	\$ 551,286

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
OPERATION SAFE HOUSE, INC.

Original Contract Term:	July 1, 2022, through June 30, 2023
Contract Term Extended To:	June 30, 2025
Effective Date of Amendment:	July 1, 2023
Original Annual Maximum Contract Amount:	\$100,000
Amended Annual Maximum Contract Amount:	\$104,884
Contract ID:	PRARC-PSA-0004452-DES

This Amendment No. 1 to the Professional Service Agreement (Agreement) for Juvenile Justice Crime Prevention Act (JJCPA) Funded Juvenile Program Services III between the County of Riverside, a political subdivision of the State of California (COUNTY), and Operation Safe House, Inc., a California non-profit corporation (CONTRACTOR), is entered into effective July 1, 2023. The parties agree as follows:

1. Section 2.1 Period of Performance of the Agreement is deleted in its entirety and replaced with the following:

“2.1 This Agreement shall be effective for three (3) years from July 1, 2022, through June 30, 2025, with the option to renew for two (2) additional one-year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.”

2. Section 3.1 Compensation of the Agreement is deleted in its entirety and replaced with the following:

“3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B-1, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$100,000 for FY 22/23, \$104,884 for FY 23/24, \$110,007 for FY 24/25, \$115,380 for FY 25/26, and \$121,015 for FY 26/27, including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-1, COUNTY shall not be responsible for payment of any of CONTRACTOR’s expenses related to this Agreement.”


JUL 18 2023 3.21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
OPERATION SAFE HOUSE, INC.


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5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

By: 
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: 7/18/2023

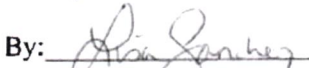
OPERATION SAFE HOUSE, INC.,
a California nonprofit corporation

By: 
Amy S. Harrison
CEO
Dated: 6/28/23

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 
LISA SANCHEZ
Deputy County Counsel

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
OPERATION SAFE HOUSE, INC.

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IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

OPERATION SAFE HOUSE, INC.,
a California nonprofit corporation

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: _____

By: Amy S. Harrison
Amy S. Harrison
CEO
Dated: 6/28/23

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____

Deputy County Counsel

JUL 18 2023 3:21

COUNTY OF RIVERSIDE
 AMENDMENT NO. 1 TO THE AGREEMENT
 WITH
 OPERATION SAFE HOUSE, INC.

Exhibit B-1
Payment Provisions
Riverside County Probation Department
Juvenile Justice Crime Prevention Act Program

The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside County. The CPI percentage applied to the remaining contracted years were calculated based on a historical average over a five-year period posted on the Bureau of Labor Statistics website.

Operation Safehouse DES

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Aggregate Amount
CPI Percentage (Not to Exceed 10%)	0.0%	4.9%	4.9%	4.9%	4.9%	19.5%
CPI Amount	\$ -	\$ 4,884	\$ 5,123	\$ 5,373	\$ 5,635	\$ 21,015
Contract Amount	\$ 100,000	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 530,271
Total Funding Per Year (Not to Exceed Amount)	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 121,015	\$ 551,286

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
KIDS IN KONFLICT, INC.

Original Contract Term:	July 1, 2022, through June 30, 2023
Contract Term Extended To:	June 30, 2025
Effective Date of Amendment:	July 1, 2023
Original Annual Maximum Contract Amount:	\$99,360
Amended Annual Maximum Contract Amount:	\$104,213
Contract ID:	PRARC-PSA-0004442

This Amendment No. 1 to the Professional Service Agreement (Agreement) for Juvenile Justice Crime Prevention Act (JJCPA) Funded Juvenile Program Services III between the County of Riverside, a political subdivision of the State of California (COUNTY), and Kids in Konflikt, Inc., a California non-profit corporation (CONTRACTOR), is entered into effective July 1, 2023. The parties agree as follows:

1. Section 2.1 Period of Performance of the Agreement is deleted in its entirety and replaced with the following:

“2.1 This Agreement shall be effective for three (3) years from July 1, 2022, through June 30, 2025, with the option to renew for two (2) additional one-year periods unless terminated earlier. CONTRACTOR shall commence performance upon signature of this Agreement by both parties and shall diligently and continuously perform thereafter. The Riverside County Board of Supervisors is the only authority that may obligate the County for a non-cancelable multi-year agreement.”

2. Section 3.1 Compensation of the Agreement is deleted in its entirety and replaced with the following:

“3.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B-1, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$99,360 for FY 22/23, \$104,213 for FY 23/24, \$109,303 for FY 24/25, \$114,641 for FY 25/26, and \$120,241 for FY 26/27, including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-1, COUNTY shall not be responsible for payment of any of CONTRACTOR’s expenses related to this Agreement.”


JUL 18 2023 3.21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
KIDS IN KONFLICT, INC.


3. Exhibit B-1 (Amended Payment Provisions) will be included as part of Exhibit B (Payment Provisions), attached hereto and incorporated herein by this reference.
4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

By: 
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: 7/18/2023

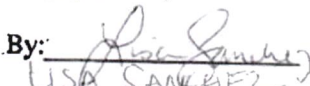
KIDS IN KONFLICT, INC.,
a California nonprofit corporation

By: 
Lonnie Gardner
CEO
Dated: 7/3/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: 

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 
LISA SANCHEZ
Deputy County Counsel

JUL 18 2023 3:21

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
KIDS IN KONFLICT, INC.


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4. This Amendment No. 1 to the Agreement shall be effective July 1, 2023.
5. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment.

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

KIDS IN KONFLICT, INC.,
a California nonprofit corporation

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: _____

By:  _____
Lonnie Gardner
CEO
Dated: 7/3/2023

ATTEST:
KIMBERLY RECTOR
Clerk of the Board

By: _____

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: _____

Deputy County Counsel

JUL 18 2023 321

COUNTY OF RIVERSIDE
 AMENDMENT NO. 1 TO THE AGREEMENT
 WITH
 KIDS IN KONFLICT, INC.

Exhibit B-1
Payment Provisions
 Riverside County Probation Department
 Juvenile Justice Crime Prevention Act Program

The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside County. The CPI percentage applied to the remaining contracted years were calculated based on a historical average over a five-year period posted on the Bureau of Labor Statistics website.

Kids in Konflikt

Description	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Aggregate Amount
CPI Percentage (Not to Exceed 10%)	0.0%	4.9%	4.9%	4.9%	4.9%	19.5%
CPI Amount	\$ -	\$ 4,853	\$ 5,090	\$ 5,339	\$ 5,599	\$ 20,881
Contract Amount	\$ 99,360	\$ 99,360	\$ 104,213	\$ 109,303	\$ 114,641	\$ 526,877
Total Funding Per Year (Not to Exceeds Amount)	\$ 99,360	\$ 104,213	\$ 109,303	\$ 114,641	\$ 120,241	\$ 547,758

Attachment A

**Riverside County Probation Department
 Juvenile Justice Crime Prevention Act Program
 Funded Professional Service Agreements
 (Approved Contract Vendor List)**

Funding Per Vendor Per Year	Contract Number	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	Total Vendor Aggregate Amount
Chapman University	PRARC-PSA-0004447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Destiny Ministries Church	PRARC-PSA-0004451	\$ -	\$ 100,000	\$ 104,884	\$ 110,007	\$ 115,380	\$ 430,271
Carolyn Wylie	PRARC-PSA-0004466	\$ 99,814	\$ 104,689	\$ 109,802	\$ 115,165	\$ 120,790	\$ 550,260
Operation Safehouse	PRARC-PSA-0004452-RIV	\$ -	\$ 104,884	\$ 110,007	\$ 115,380	\$ 121,015	\$ 451,286
Operation Safehouse	PRARC-PSA-0004452-DES	\$ -	\$ 104,884	\$ 110,007	\$ 115,380	\$ 121,015	\$ 451,286
Chavez Educational Services	PRARC-PSA-0004443	\$ -	\$ 89,047	\$ 93,396	\$ 97,957	\$ 102,742	\$ 383,142
Raincross Boxing	PRARC-PSA-0004450	\$ -	\$ 104,045	\$ 109,127	\$ 114,457	\$ 120,047	\$ 447,676
Kids in Konflikt	PRARC-PSA-0004442	\$ -	\$ 104,213	\$ 109,303	\$ 114,641	\$ 120,241	\$ 448,398
Studentnest	PRARC-PSA-0004448	\$ -	\$ 104,884	\$ 110,007	\$ 115,380	\$ 121,015	\$ 451,286
Total Funding Aggregate Amount Per Year (Not to Exceeds Amount with CPI)		\$ 99,814	\$ 816,646	\$ 856,533	\$ 898,367	\$ 942,245	\$ 3,613,605

*The below chart includes the Bureau of Labor Statistics annual Consumer Price Index (CPI) increase for Riverside/San Bernardino-Ontario.