RESOLUTION - ACTION REQUESTED 2014-514

MEETING: October 7, 2014

TO: The Board of Supervisors

FROM: Chevon Kothari, Human Services Director

RE: First Amendment to the Capacity Consulting Agreement Scope of Work for Fiscal Year 2014-2015

RECOMMENDATION AND JUSTIFICATION:
Approve the First Amendment to the Capacity Consulting Agreement by Amending the Scope of Work, and Authorize the Board of Supervisors Chair to Sign the Amendment.

The department and contractor have agreed on modifications to the Scope of Work that requires the original agreement to be amended. This agreement activity has grown beyond grant writing for community needs to include projects, research, presentations and reporting along with consulting services and interagency collaborations. The attached agreement and scope of work outlines the various tasks that Capacity Consulting will do for the Department. The contract has a not to exceed amount of $30,000.

Through the efforts of Capacity Consulting, to date the County has been awarded several grants including the Blue Shield Foundation $84,000 for outreach activities as they pertain to Health Care Reform and a Substance Abuse and Mental Health Services Administration (SAMHSA) grant for $716,000 to fund Drug Court activities.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The existing agreement was approved on August 19, 2014 by Resolution 2014-426. The previous agreement with Capacity Consulting LLC was approved by the Board on September 24, 2013 by Resolution 2013-412.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
If the Board chooses not to sign this agreement, the Department would be limited to the original scope of work which did not address the full scope of services the department needs from the consultant.

FINANCIAL IMPACT:
This cost of this agreement will be split equally between the Human Services Administrative Budget, Social Services Budget and the Behavioral Health Budget for the fiscal year 2014-2015. There is no impact to the County General Fund.
ATTACHMENTS:
Capacity Consulting Admin First Amendment 2015 (PDF)
Capacity Consulting Admin Contract 2015 (PDF)

CAO RECOMMENDATION
Requested Action Recommended

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Janet Bibby, District III Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Stetson, Jones, Bibby, Cann, Carrier
FIRST AMENDMENT TO CONTRACT FOR SERVICES

THIS FIRST AMENDMENT TO CONTRACT FOR SERVICES is made and entered into this ___ day of ___ , 201_, by and between the County of Mariposa, a political subdivision of the State of California, hereinafter referred to as “County”, and Capacity Consulting LLC, hereinafter referred to as “Contractor”.

WHEREAS, the County and Contractor have heretofore entered into a Contract dated August 19, 2014, wherein Contractor agreed to research grant opportunities and special projects as Directed by the Human Services Director; and

WHEREAS, County and Contractor desire to amend said Contract to change the Exhibit A Scope of Work describing the services to be provided by Contractor;

NOW, THEREFORE, the parties hereto in consideration of the mutual covenants herein recited, hereby agree as follows:

1. The first paragraph in the Exhibit A Scope of Work shall be amended as follows: “Projects, research, presentations, and reporting to be initiated upon the request of the Human Services Director or Deputy Directors,” replacing “Research and present grant opportunities and special projects to the Department of Human Services (Department) through the Deputy Directors’ scheduled meetings.”

2. The last paragraph in the Exhibit A Scope of Work shall be amended as follows: “Hours will be invoiced monthly at a varying dollar rate of $35.00 to $100.00 depending on persons hired on a per project basis,” replacing “Hours will be invoiced monthly at a rate of $50.00/hour for consulting work provided by Heather Bernikoff. A varying dollar rate of $35.00- to $100.00 per hour will be invoiced for persons hired on a per project basis.”
3. Except as herein amended, the agreement dated August 19, 2014 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed on the date first above written.

COUNTY OF MARIPOSA:

[Signature]
Kevin Cann, Chairman
Mariposa County Board of Supervisors

CONTRACTOR:

[Signature]

ATTEST:

[Signature]
RENE LAROCHE
Clerk of the Board

APPROVED AS TO FORM:

[Signature]
STEVEN W. DAHLEM
County Counsel

ACCOUNT DATA:
EXHIBIT A

SCOPE OF WORK

Projects, research, presentations, and reporting to be initiated upon the request of the Human Services Director or Deputy Directors.

Research and present grant opportunities and special projects to the Department of Human Services (Department) through the Deputy Directors’ scheduled meetings.

Research and present grant opportunities and special projects through the Deputy Directors’ scheduled meetings to Mariposa County community partners.

Assist the Department in the proposal and grant application writing process as requested by the Department Director.

Grant applications will be submitted to the grantor by the department, including copying the final application and postage.

Help define and work on special projects as identified by the department.

Report to the Department Director as often as necessary and at least 'once a month, on the Progress of any research or ongoing grant application process.

Use funds as available for match requirements in other grants.

Effectiveness of this agreement will be based on the following, but not limited to, criteria: The number of grant possibilities identified.

The number of grant applications completed.

The number of grants awarded.

The dollar amount of the grant awards.

Outcome measures from special projects.

Hours will be invoiced monthly at a varying dollar rate of $35.00- to $100.00 depending on persons hired on a per project basis.