

## Contract Summary Form

OC Expediter Requisition #: 1776350

New Alternatives, Inc.

Wraparound Orange County Direct Services

### SUMMARY OF SIGNIFICANT CHANGES

1. Term: Extended through June 30, 2028, and removed the renewal option. Page 2
2. General boilerplate changes throughout including Paragraphs 5, 15, 31, and 42 and Subparagraphs 7.1 and 18.1, and the addition of Subparagraph 34.4 and Attachments B, C, and D. Pages 2-10 and 21-103
3. Cost: Increased Maximum Contractual Funding Obligation from \$10,650,000 to \$17,750,000. Page 7

Scope of Work – Attachment A

1. Removed language referencing Adoption Assistance Program (AAP) throughout including Subparagraphs 1.2.3, 2.4, 2.34, 2.46, 12.5.1.3, and 12.6.1.4. Pages 10-11 and Page 16

### SUBCONTRACTORS

This contract, due to the nature of the services, could require the addition of subcontractors. In order to add subcontractor(s) to the contract, the provider/contractor must seek express consent from the department. Should the addition of a subcontractor impact the scope of work and/or contract amount, the department will bring the item back to the Board of Supervisors for approval. In the past, subcontractor(s) have not been used for this contract.

### CONTRACT OPERATING EXPENSES

16.1 The annual budget for services provided pursuant to Attachment A of this Contract is set forth as follows:

<u>STAFFING</u>	<u>FTE</u> <sup>(1)</sup>	<u>Position</u> <u>Type</u> <sup>(2)</sup>	<u>Maximum</u> <u>Hourly Rate</u> <sup>(3)</sup>	<u>Annual</u> <u>Budget</u>
Care Coordinator <sup>(4)</sup>	10	D	\$30.00	
Mental Health Clinician	0.50	D	\$33.50	
Parent Partner <sup>(4)</sup>	10	D	\$26.00	
Program Director	1	D	\$46.00	
Quality Assurance Coordinator	1	D	\$26.50	
Wraparound Supervisor <sup>(4)</sup>	4	D	\$38.50	
Youth Partner <sup>(4)</sup>	10	D	\$26.00	
Data Entry Clerk	2	A	\$23.50	
Bookkeeper	0.7	A	\$38.50	
<b>TOTAL SALARIES</b>				<b>\$ 2,080,790</b>

BENEFITS <sup>(5)</sup>	\$ 494,184
TOTAL SALARIES AND BENEFITS	\$ 2,574,974
SERVICES, SUPPLIES AND OPERATING EXPENSES <sup>(6) (7) (8)</sup>	\$ 350,026
TOTAL SALARIES, BENEFITS, SERVICES, SUPPLIES, AND OPERATING EXPENSES	\$2,925,000
WRAPAROUND FLEX FUNDS <sup>(9)</sup>	\$ 325,000
Medi-Cal Reimbursement Funds <sup>(10)</sup>	\$ 300,000
<b>TOTAL ANNUAL BUDGET</b>	<b>\$3,550,000</b>

- (1) For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Contract. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Contract, regardless of the number of hours actually worked.
- (2) Position Types are classified as "D" for Direct or "A" for Administrative. Direct services positions include staff who are integral to service delivery and may include staff who provide direct face-to-face service to clients and/or staff who supervise/manage direct service personnel. Administrative positions include staff that support service delivery and whose activities and functions can be directly allocated to the program.
- (3) Maximum hourly rate which will be permitted during the term of this Contract; employees may be paid at less than maximum hourly rate. Total salary is based on estimated cost, not maximum hourly rate.
- (4) A minimum of fifty percent (50%) of Direct service positions shall be filled with bilingual staff.
- (5) Employee Benefits include health insurance, dental insurance, payroll taxes such as FICA, Federal Unemployment Tax, State Unemployment Tax, and Workers' Compensation Tax, based on the currently prevailing rates; and expense for accrued vacation time payout, for a separated employee, limited to the actual vacation time accrued during the fiscal year in which the expense is claimed, minus the actual vacation time used by the employee during said fiscal year. The overall benefit rate shall not exceed (23.75%) of the actual salary expense claimed.
- (6) Mileage is limited to the amount allowed by IRS.

- (7) Services and supplies shall include independent audit, IT service providers, office expense, program expense, telephone, mileage, advertising, minor equipment, and staff training.
- (8) Operating expenses shall include facility lease/rental, equipment lease/rental, maintenance, utilities, and insurance.
- (9) Flex Fund line item may be changed, deleted, or otherwise modified only by ADMINISTRATOR. CONTRACTOR shall obtain ADMINISTRATOR's advance written approval for Flex Fund usage.
- (10) CONTRACTOR, after billing the required annual minimum in Medi-Cal eligible services, as referenced in Subparagraph 16.2, may be reimbursed fifty percent (50%), up to an annual maximum of three-hundred thousand (\$300,000), for every eligible Medi-Cal service dollar billed. Medi-Cal Reimbursed Funds shall be reinvested into Wrap OC and may not be reallocated.

## Contract Summary Form

OC Expediter Requisition #: 1776350

Olive Crest

Wraparound Orange County Direct Services

### SUMMARY OF SIGNIFICANT CHANGES

1. Term: Extended through June 30, 2028, and removed the renewal option. Page 2
2. General boilerplate changes throughout including Paragraphs 5, 15, 31, and 42 and Subparagraphs 7.1 and 18.1, and the addition of Subparagraph 34.4 and Attachments B, C, and D. Pages 2-10 and 19-103
3. Cost: Increased Maximum Contractual Funding Obligation from \$10,650,000 to \$17,750,000. Page 7

Scope of Work – Attachment A

1. Removed language referencing Adoption Assistance Program (AAP) throughout including Subparagraphs 1.2.3, 2.4, 2.34, 2.46, 12.5.1.3, and 12.6.1.4. Pages 10-11 and Page 16

### SUBCONTRACTORS

This contract, due to the nature of the services, could require the addition of subcontractors. In order to add subcontractor(s) to the contract, the provider/contractor must seek express consent from the department. Should the addition of a subcontractor impact the scope of work and/or contract amount, the department will bring the item back to the Board of Supervisors for approval. In the past, subcontractor(s) have not been used for this contract.

### CONTRACT OPERATING EXPENSES

16.1 The annual budget for services provided pursuant to Attachment A of this Contract is set forth as follows:

<u>STAFFING</u>	<u>FTE</u> <sup>(1)</sup>	<u>Position</u> <u>Type</u> <sup>(2)</sup>	<u>Maximum</u> <u>Hourly</u> <u>Rate</u> <sup>(3)</sup>	<u>Annual</u> <u>Budget</u>
Care Coordinator <sup>(4)</sup>	10	D	\$26	
Mental Health Clinician	3	D	\$33	
Parent Partner <sup>(4)</sup>	10	D	\$25	
Program Director	1	A	\$46	
Quality Assurance Coordinator	2	A	\$23	
Wraparound Supervisor <sup>(4)</sup>	4	D	\$40	
Youth Partner <sup>(4)</sup>	10	D	\$25	
Additional Administrative Positions <sup>(5)</sup>	0.65	A	\$95	
<b>TOTAL SALARIES</b>				<b>\$2,118,000</b>

BENEFITS <sup>(6)</sup>	<u>\$ 385,000</u>
TOTAL SALARIES AND BENEFITS	\$2,503,000
SERVICES, SUPPLIES AND OPERATING EXPENSES <sup>(7)</sup>	\$ 222,000
INDIRECT COSTS <sup>(8)</sup>	<u>\$ 200,000</u>
TOTAL SALARIES, BENEFITS, SERVICES, SUPPLIES, OPERATING EXPENSES, AND INDIRECT COSTS	\$2,925,000
WRAPAROUND FLEX FUNDS <sup>(9)</sup>	<u>\$ 325,000</u>
TOTAL SALARIES, BENEFITS, SERVICES, SUPPLIES, OPERATING EXPENSES, INDIRECT COSTS, AND WRAPAROUND FLEX FUNDS	\$3,250,000
Medi-Cal Reimbursement Funds <sup>(10)</sup>	<u>\$ 300,000</u>
<b>TOTAL ANNUAL BUDGET</b>	<b><u>\$3,550,000</u></b>

- (1) For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Contract. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Contract, regardless of the number of hours actually worked.
- (2) Position Types are classified as "D" for Direct or "A" for Administrative. Direct services positions include staff who are integral to service delivery and may include staff who provide direct face-to-face service to clients and/or staff who supervise/manage direct service personnel. Administrative positions include staff that support service delivery and whose activities and functions can be directly allocated to the program.
- (3) Maximum hourly rate which will be permitted during the term of this Contract; employees may be paid at less than maximum hourly rate. Total salary is based on estimated cost, not maximum hourly rate.
- (4) A minimum of fifty percent (50%) of Direct service positions shall be filled with bilingual staff.
- (5) Additional Administrative positions include Community Involvement Coordinator; Executive Director; and Executive Assistant, each at five hundredths (.05) FTE; and HR Director; HR Recruiter; HR Assistant; Quality Assurance Supervisor; and Regional Programs Director, each at one tenth (.10) FTE.
- (6) Employee Benefits include medical insurance; workers compensation; Federal Unemployment Tax; and payroll taxes such as FICA; and expense for accrued vacation time payout, for a separated employee, limited to the actual vacation time accrued during

the fiscal year in which the expense is claimed, minus the actual vacation time used by the employee during said fiscal year. The overall benefit rate shall not exceed eighteen and eighteen hundredths percent (18.18%) of the actual salary expense claimed.

- (7) Services and supplies include costs for dues; subscriptions, licenses; staff recruitment; training; mileage as limited to the amount allowed by IRS; telephone; equipment; and office and program expenses; Operating Expenses include costs for facilities/maintenance; equipment lease/rental; insurance; and utilities.
- (8) Indirect costs are defined as those costs not solely related to direct services to clients, supervision, and program costs (e.g., executive director oversight, technology services, accounting, payroll, etc.). Indirect costs are based on fourteen percent (14%) of the total gross program costs. In the event the indirect cost rate is reduced, the reduction shall be afforded to the ADMINISTRATOR and the budget amended accordingly. CONTRACTOR shall provide notification to ADMINISTRATOR of any changes in rate.
- (9) Pursuant to Subparagraph 9.3.1.1 of this Attachment A, CONTRACTOR shall reserve a minimum of ten percent (10%) of the contract maximum obligation (excluding the Medi-Cal Reimbursement Funds) to be used specifically for Flex Fund purposes. Flex Fund line item may be changed, deleted, or otherwise modified only by ADMINISTRATOR. Flex Funds are not available for use by CONTRACTOR to provide program services without advance written approval by ADMINISTRATOR. CONTRACTOR shall obtain ADMINISTRATOR's advance written approval for Flex Fund usage.
- (10) CONTRACTOR, after billing the required annual minimum in Medi-Cal eligible services, as referenced in Subparagraph 16.2, may be reimbursed fifty percent (50%), up to an annual maximum of three-hundred thousand (\$300,000), for every eligible Medi-Cal service dollar billed. Medi-Cal Reimbursed Funds shall be reinvested into Wrap OC and may not be reallocated.

## Contract Summary Form

OC Expediter Requisition #: 1776350

South Coast Children's Society DBA South Coast Community Services

Wraparound Orange County Direct Services

### SUMMARY OF SIGNIFICANT CHANGES

1. Term: Extended through June 30, 2028, and removed the renewal option. Page 2
2. General boilerplate changes throughout including Paragraphs 5, 15, 31, and 42 and Subparagraphs 7.1 and 18.1, and the addition of Subparagraph 34.4 and Attachments B, C, and D. Pages 2-10 and 19-103
3. Cost: Increased Maximum Contractual Funding Obligation from \$10,650,000 to \$17,750,000. Page 7

Scope of Work – Attachment A

1. Removed language referencing Adoption Assistance Program (AAP) throughout including Subparagraphs 1.2.3, 2.4, 2.34, 2.46, 12.5.1.3, and 12.6.1.4. Pages 10-11 and Page 16

### SUBCONTRACTORS

This contract, due to the nature of the services, could require the addition of subcontractors. In order to add subcontractor(s) to the contract, the provider/contractor must seek express consent from the department. Should the addition of a subcontractor impact the scope of work and/or contract amount, the department will bring the item back to the Board of Supervisors for approval. In the past, subcontractor(s) have not been used for this contract.

### CONTRACT OPERATING EXPENSES

16.1 The annual budget for services provided pursuant to Attachment A of this Contract is set forth as follows:

<u>STAFFING</u>	<u>FTE</u> <sup>(1)</sup>	<u>Position</u> <u>Type</u> <sup>(2)</sup>	<u>Maximum</u> <u>Hourly Rate</u> <sup>(3)</sup>	<u>Annual</u> <u>Budget</u>
Care Coordinator <sup>(4)</sup>	10	D	\$26.18	
Mental Health Clinician	1	D	\$40.17	
Parent Partner <sup>(4)</sup>	10	D	\$22.28	
Program Director	0.9	A	\$61.27	
Quality Assurance Manager	1	A	\$28.97	
Wraparound Supervisor <sup>(4)</sup>	4	D	\$45.53	
Youth Partner <sup>(4)</sup>	10	D	\$24.51	
TOTAL SALARIES				\$1,870,778
BENEFITS <sup>(5)</sup>				<u>\$ 358,441</u>
TOTAL SALARIES AND BENEFITS				\$2,229,219

SERVICES, SUPPLIES AND OPERATING EXPENSES <sup>(6)</sup>	\$ 347,873
INDIRECT COSTS <sup>(7)</sup>	<u>\$ 347,908</u>
TOTAL SALARIES, BENEFITS, SERVICES, SUPPLIES, OPERATING EXPENSES, AND INDIRECT COSTS	\$2,925,000
WRAPAROUND FLEX FUNDS <sup>(8)</sup>	<u>\$ 325,000</u>
TOTAL SALARIES, BENEFITS, SERVICES, SUPPLIES, OPERATING EXPENSES, INDIRECT COSTS AND WRAPAROUND FLEX FUNDS	\$3,250,000
Medi-Cal Reimbursement Funds <sup>(9)</sup>	<u>\$ 300,000</u>
<b>TOTAL ANNUAL BUDGET</b>	<b>\$3,550,000</b>

- (1) For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Contract. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Contract, regardless of the number of hours actually worked.
- (2) Position Types are classified as "D" for Direct or "A" for Administrative. Direct services positions include staff who are integral to service delivery and may include staff who provide direct face-to-face service to clients and/or staff who supervise/manage direct service personnel. Administrative positions include staff that support service delivery and whose activities and functions can be directly allocated to the program.
- (3) Maximum hourly rate which will be permitted during the term of this Contract; employees may be paid at less than maximum hourly rate. Total salary is based on estimated cost, not maximum hourly rate.
- (4) A minimum of fifty percent (50%) of Direct service positions shall be filled with bilingual staff.
- (5) Employee Benefits include medical insurance; dental insurance; life insurance; workers compensation and expense for accrued vacation time payout, for a separated employee, limited to the actual vacation time accrued during the fiscal year in which the expense is claimed, minus the actual vacation time used by the employee during said fiscal year. The overall benefit rate shall not exceed nineteen and sixteen hundredths (19.16%) of the actual salary expense claimed.
- (6) Services and supplies include costs for advertising and staff recruitment; training; mileage as limited to the amount allowed by IRS; and office and program expenses. Operating

Expenses include costs for facility and non-facility expenses such as equipment lease/rental; electronic health records fees and maintenance; insurance; and telephone and internet.

- (7) Indirect costs include administrative costs not directly charged to the program including, but not limited to, administrative wages and benefits; rent and maintenance of corporate headquarters; depreciation and amortization; professional and audit fees; and other non-programmatic costs. Indirect costs are based on thirteen and a half percent (13.5%) of the total gross program costs. In the event the indirect cost rate is reduced, the reduction shall be afforded to the ADMINISTRATOR and the budget amended accordingly. CONTRACTOR shall provide notification to ADMINISTRATOR of any changes in rate.
- (8) Pursuant to Subparagraph 9.3.1.1 of this Attachment A, CONTRACTOR shall reserve a minimum of ten percent (10%) of the contract maximum obligation (excluding the Medi-Cal Reimbursement Funds) to be used specifically for Flex Fund purposes. Flex Fund line item may be changed, deleted, or otherwise modified only by ADMINISTRATOR. Flex Funds are not available for use by CONTRACTOR to provide program services without advance written approval by ADMINISTRATOR. CONTRACTOR shall obtain ADMINISTRATOR's advance written approval for Flex Fund usage.
- (9) CONTRACTOR, after billing the required annual minimum in Medi-Cal eligible services, as referenced in Subparagraph 16.2, may be reimbursed fifty percent (50%), up to an annual maximum of three-hundred thousand (\$300,000), for every eligible Medi-Cal service dollar billed. Medi-Cal Reimbursed Funds shall be reinvested into Wrap OC and may not be reallocated.

## Contract Summary Form

OC Expediter Requisition #: 1776350

Family Support Network

Wraparound Orange County Support Services

### SUMMARY OF SIGNIFICANT CHANGES

1. Term: Extended through June 30, 2028, and removed the renewal option. Page 2
2. General boilerplate changes throughout including Paragraphs 5, 15, 31, and 42 and Subparagraphs 7.1 and 18.1, and the addition of Subparagraph 34.4 and Attachments B, C, and D. Pages 2-10 and 17-44
3. Cost: Increased Maximum Contractual Funding Obligation from \$525,000 to \$875,000. Page 7

Scope of Work: Attachment A

1. Removed language referencing Adoption Assistance Program (AAP) throughout including Subparagraphs 2.4, 2.34, and 2.46. Page 10
2. Outcome Objectives: Amended the requirements for years four and five of the contract. Page 12
3. Staffing Requirements: Amended the requirements to match Direct Services contracts. Page 14

### SUBCONTRACTORS

This contract, due to the nature of the services, could require the addition of subcontractors. In order to add subcontractor(s) to the contract, the provider/contractor must seek express consent from the department. Should the addition of a subcontractor impact the scope of work and/or contract amount, the department will bring the item back to the Board of Supervisors for approval. In the past, subcontractor(s) have not been used for this contract.

### CONTRACT OPERATING EXPENSES

16.1 The annual budget for services provided pursuant to Attachment A of this Contract is set forth as follows:

<u>STAFFING</u>	<u>FTE</u> <sup>(1)</sup>	<u>Position</u> <u>Type</u> <sup>(2)</sup>	<u>Maximum</u> <u>Hourly Rate</u> <sup>(3)</sup>	<u>Annual</u> <u>Budget</u>
Data Collection Specialist (bilingual)	1	D	\$19.00	
Executive Director	0.20	A	\$53.00	
Parent Partner Coordinator/Trainer	0.50	D	\$24.00	
Resource Specialist (bilingual)	1	D	\$19.00	
TOTAL SALARIES				\$125,887

TOTAL BENEFITS <sup>(4)</sup>	<u>\$ 17,360</u>
TOTAL SALARIES AND BENEFITS	\$143,247
SERVICES, SUPPLIES <sup>(5)</sup> , AND OPERATING EXPENSES <sup>(6)</sup>	\$ 31,753
TOTAL SALARIES, BENEFITS, SERVICES, SUPPLIES <sup>(5)</sup> , AND OPERATING EXPENSES <sup>(6)</sup>	\$175,000

- (1) For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Contract. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Contract, regardless of the number of hours actually worked.
- (2) Position Types are classified as "D" for Direct or "A" for Administrative. Direct services positions include staff who are integral to service delivery and may include staff who provide direct face-to-face service to clients and/or staff who supervise/manage direct service personnel. Administrative positions include staff that support service delivery and whose activities and functions can be directly allocated to the program.
- (3) Maximum hourly rate which will be permitted during the term of this Contract; employees may be paid at less than maximum hourly rate. Total salary is based on estimated cost, not maximum hourly rate.
- (4) Employee Benefits include medical insurance, payroll taxes, worker's compensation insurance, and expense for accrued vacation time payout, for a separated employee, limited to the actual vacation time accrued during the fiscal year in which the expense is claimed, minus the actual vacation time used by the employee during said fiscal year. The overall benefit rate shall not exceed fifteen percent (15%) of the actual salary expense claimed.
- (5) Services and supplies shall include independent audit, payroll processing, accounting consultant, IT/website, training, office expenses, program expense, telephone, and mileage expenses.
- (6) Operating expenses shall include facility lease/rental, equipment lease/rental, maintenance, utilities, and insurance.