

AMENDMENT TWO TO AGREEMENT
BETWEEN
COUNTY OF ORANGE
AND
COMMUNITY ACTION PARTNERSHIP OF ORANGE COUNTY
FOR THE PROVISION OF
FAMILY RESOURCE CENTER AND FAMILY STABILIZATION SERVICES

THIS AMENDMENT TWO, made and entered into upon execution of all necessary signatures, is to that certain AGREEMENT Number FMK1520 between the parties hereto, hereinafter referred to as the “Agreement” and is by and between the COUNTY OF ORANGE, hereinafter referred to as “COUNTY,” and Community Action Partnership of Orange County, a California non-profit corporation, hereinafter referred to as “ANAHEIM INDEPENDENCIA FAMILY RESOURCE CENTER” or “CONTRACTOR.” COUNTY and CONTRACTOR may be referred to individually as “Party” and collectively as “the Parties.”

W I T N E S S E T H

WHEREAS, on July 1, 2020, COUNTY and CONTRACTOR entered into an Agreement for the provision of Family Resource Center and Family Stabilization Services , for the term of July 1, 2020, through June 30, 2023;

WHEREAS, on August 1, 2020, COUNTY and CONTRACTOR modified the Agreement to add Network Security and Privacy Liability Insurance;

WHEREAS, AMENDMENT ONE was issued to increase funding for the provision of additional Family Resource Center and Family Stabilization Services to clients; amend Subparagraph 22.1 of the Agreement; amend Subparagraphs 4.16, 5.2.2, 5.11.2, 5.11.4, 6.4, 8.6, 14.1, 14.4, and Paragraph 15 of Exhibit A of the Agreement; and add Subparagraph 5.12 to Exhibit A of the Agreement;

WHEREAS, COUNTY desires to renew the Agreement for an additional two (2) years from July 1, 2023, through June 30, 2025; amend Paragraphs 1, 14, and Subparagraphs 22.1 and 22.2 of

the Agreement; and amend Subparagraphs 3.2, 3.3, 14.1, 14.3, and 14.4 of Exhibit A of the Agreement;

WHEREAS, CONTRACTOR agrees to continue to provide such services under the terms and conditions set forth in this Agreement; and

ACCORDINGLY, THE PARTIES AGREED AS FOLLOWS:

1. Paragraph 1 of the Agreement is hereby amended to read as follows:

1. TERM

The term of this Agreement shall commence on July 1, 2020, and terminate on June 30, 2025, unless earlier terminated pursuant to the provisions of Paragraph 43 of this Agreement; however, CONTRACTOR shall be obligated to perform such duties as would normally extend beyond this term, including, but not limited to, obligations with respect to indemnification, audits, reporting, and accounting.

2. Paragraph 14 of the Agreement is hereby amended to read as follows:

14. INSURANCE

14.1 Prior to the provision of services under this Agreement, CONTRACTOR agrees to carry all required insurance at CONTRACTOR's expense, including all endorsements required herein, necessary to satisfy COUNTY that the insurance provisions of this Agreement have been complied with. CONTRACTOR agrees to keep such insurance coverage current, provide Certificates of Insurance and endorsements to ADMINISTRATOR during the entire term of this Agreement.

14.2 CONTRACTOR shall ensure that all subcontractors performing work on behalf of CONTRACTOR pursuant to this Agreement shall be covered under CONTRACTOR's insurance as an Additional Insured or maintain insurance subject to the same terms and conditions as set forth herein for CONTRACTOR. CONTRACTOR shall not allow subcontractors to work if subcontractors have less than the level of coverage required by COUNTY from CONTRACTOR under this Agreement. It is the obligation of

CONTRACTOR to provide notice of the insurance requirements to every subcontractor and to receive proof of insurance prior to allowing any subcontractor to begin work. Such proof of insurance must be maintained by CONTRACTOR through the entirety of this Agreement for inspection by COUNTY representative(s) at any reasonable time.

- 14.3 All self-insured retentions (SIRs) shall be clearly stated on the Certificate of Insurance. Any SIRs in excess of fifty thousand dollars (\$50,000) shall specifically be approved by the COUNTY's Risk Manager, or designee. COUNTY reserves the right to require current audited financial reports from CONTRACTOR. If CONTRACTOR is self-insured, CONTRACTOR will indemnify COUNTY for any and all claims resulting or arising from CONTRACTOR's services in accordance with the indemnity provision stated in this Agreement.
- 14.4 If CONTRACTOR fails to maintain insurance acceptable to COUNTY for the full term of this Agreement, COUNTY may terminate this Agreement.
- 14.5 Qualified Insurer
- 14.5.1 The policy or policies of insurance must be issued by an insurer with a minimum rating of A- (Secure A.M. Best's Rating) and VIII (Financial Size Category as determined by the most current edition of the Best's Key Rating Guide/Property-Casualty/United States or ambest.com).
- 14.6 If the insurance carrier does not have an A.M. Best Rating of A-/VIII, the CEO/Office of Risk Management retains the right to approve or reject a carrier after a review of the company's performance and financial ratings.
- 14.7 The policy or policies of insurance maintained by CONTRACTOR shall provide the minimum limits and coverage as set forth below:

<u>Coverage</u>	<u>Minimum Limits</u>
Commercial General Liability	\$1,000,000 per occurrence

	\$2,000,000 aggregate
Automobile Liability, including coverage for owned or scheduled, non-owned, and hired vehicles	\$1,000,000 combined single limit each accident
Workers' Compensation	Statutory
Employer's Liability Insurance	\$1,000,000 per accident or disease
Network Security & Privacy Liability	\$1,000,000 per claims-made
Professional Liability Insurance	\$1,000,000 per claims-made or occurrence \$1,000,000 aggregate
Sexual Misconduct Liability	\$1,000,000 per occurrence

14.7.1 Increased insurance limits may be satisfied with Excess/Umbrella policies. Excess/Umbrella policies when required must provide Follow Form coverage.

14.8 Required Coverage Forms

14.8.1 Commercial General Liability coverage shall be written on Insurance Services Office (ISO) form CG 00 01 or a substitute form providing liability coverage at least as broad.

14.8.2 Business Auto Liability coverage shall be written on ISO form CA 00 01, CA 00 05, CA 0012, CA 00 20 or a substitute form providing coverage at least as broad.

14.9 Required Endorsements

14.9.1 Commercial General Liability policy shall contain the following endorsements, which shall accompany the Certificate of Insurance:

14.9.1.1 An Additional Insured endorsement using ISO form CG 20 26 04 13, or a form at least as broad, naming the County of Orange, its elected and appointed officials, officers, agents

and employees, as Additional Insureds or provide blanket coverage, which will state AS REQUIRED BY WRITTEN CONTRACT.

14.9.1.2 A primary non-contributory endorsement using ISO form CG 20 01 04 13, or a form at least as broad, evidencing that CONTRACTOR's insurance is primary and any insurance or self-insurance maintained by the County of Orange shall be excess and non-contributing.

14.9.2 The Network Security & Privacy Liability policy shall contain the following endorsements which shall accompany the Certificate of Insurance.

14.9.2.1 An Additional Insured endorsement naming the County of Orange, its elected and appointed officials, officers, agents and employees as Additional Insureds for its vicarious liability.

14.9.2.2 A primary and non-contributory endorsement evidencing that the CONTRACTOR's insurance is primary and any insurance or self-insurance maintained by the County of Orange shall be excess and non-contributing.

14.10 The Workers' Compensation policy shall contain a waiver of subrogation endorsement waiving all rights of subrogation against the County of Orange, its elected and appointed officials, officers, agents and employees or provide blanket coverage, which will state AS REQUIRED BY WRITTEN CONTRACT.

14.11 All insurance policies required by this Agreement shall waive all rights of subrogation against the County of Orange, its elected and appointed officials, officers, agents and employees when acting within the scope of their appointment or employment.

- 14.12 CONTRACTOR shall provide thirty (30) days prior written notice to the COUNTY of any policy cancellation or non-renewal and ten (10) days prior written notice where cancellation is due to non-payment of premium and provide a copy of the cancellation notice to COUNTY. Failure to provide written notice of cancellation may constitute a material breach of the contract, upon which the COUNTY may suspend or terminate this Agreement.
- 14.13 If CONTRACTOR's Professional Liability and/or Network Security & Privacy Liability policy is a "Claims-Made" policy(ies), CONTRACTOR shall agree to the following:
- 14.13.1 The retroactive date must be shown and must be before the date of the Agreement or the beginning of the Agreement services.
- 14.13.2 Insurance must be maintained, and evidence of insurance must be provided for at least three (3) years after expiration or earlier termination of Agreement services.
- 14.13.3 If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the effective date of the Agreement services, CONTRACTOR must purchase an extended reporting period for a minimum of three (3) years after expiration or earlier termination of the Agreement.
- 14.14 The Commercial General Liability policy shall contain a severability of interests clause also known as a "separation of insureds" clause (standard in the ISO CG 0001 policy).
- 14.15 Insurance certificates should be mailed to COUNTY at the address indicated in Paragraph 11 of this Agreement.
- 14.16 If CONTRACTOR fails to provide the insurance certificates and endorsements within seven (7) days of notification by CEO/County Procurement Office or ADMINISTRATOR, award may be made to the next qualified proponent.

14.17 COUNTY expressly retains the right to require CONTRACTOR to increase or decrease insurance of any of the above insurance types throughout the term of this Agreement. Any increase or decrease in insurance will be as deemed by County of Orange Risk Manager as appropriate to adequately protect COUNTY.

14.18 COUNTY shall notify CONTRACTOR in writing of changes in the insurance requirements. If CONTRACTOR does not deposit copies of acceptable certificates of insurance and endorsements with COUNTY incorporating such changes within thirty (30) days of receipt of such notice, this Agreement may be in breach without further notice to CONTRACTOR, and COUNTY shall be entitled to all legal remedies.

14.19 The procuring of such required policy or policies of insurance shall not be construed to limit CONTRACTOR's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement, nor act in any way to reduce the policy coverage and limits available from the insurer.

3. Subparagraph 22.1 of the Agreement is hereby amended to read as follows:

22.1 Maximum Contractual Obligation

The maximum obligation of COUNTY under this Agreement shall not exceed the amount of \$2,462,400, or actual allowable costs, whichever is less. The estimated annual amount for each twelve (12) month period is as follows:

22.1.1 Year One: \$412,500 for July 1, 2020, through June 30, 2021;

22.1.2 Year Two: \$412,500 for July 1, 2021, through June 30, 2022;

22.1.3 Year Three: \$545,800 for July 1, 2022, through June 30, 2023;

22.1.4 Year Four: \$545,800 for July 1, 2023, through June 30, 2024; and

22.1.5 Year Five: \$545,800 for July 1, 2024, through June 30, 2025.

4. Subparagraph 22.2 of the Agreement is hereby amended to read as follows:

22.2 Allowable Costs

During the term of this Agreement, COUNTY shall pay CONTRACTOR monthly in arrears, for actual allowable costs incurred and paid by CONTRACTOR pursuant to this Agreement, as defined in Title 2 CFR Part 200, or as approved by ADMINISTRATOR. However, COUNTY, in its sole discretion, may pay CONTRACTOR for anticipated allowable costs that will be incurred by CONTRACTOR for the month of June during the term of the contract, during the month of such anticipated expenditure.

5. Subparagraph 3.2 of Exhibit A of the Agreement is hereby amended to read as follows:
 - 3.2 FRC shall remain open for a minimum of eight (8) hours and thirty (30) minutes per weekday. CONTRACTOR's holiday schedule shall not exceed the holiday schedule described in Subparagraph 3.2 below. However, CONTRACTOR is encouraged to provide the contracted services on holidays, whenever possible.
6. Subparagraph 3.3 of Exhibit A of the Agreement is hereby amended to read as follows:
 - 3.3 CONTRACTOR's holiday schedule shall not exceed the following holiday schedule which is as follows: New Year's Day, Martin Luther King Jr. Day, Presidents' Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving Day, and Christmas Day. CONTRACTOR shall obtain prior written approval from ADMINISTRATOR for any closure outside of the holiday schedule and the hours listed in Subparagraph 3.1 of this Exhibit. Any unauthorized closure shall be deemed a material breach of this Agreement, pursuant to Paragraph 20, and shall not be reimbursed.
7. Subparagraph 14.1 of Exhibit A of the Agreement is hereby amended to read as follows:
 - 14.1 For the five (5) COUNTY fiscal years (July 1 through June 30) included during the term of this Agreement, the maximum budget for services provided pursuant to Exhibit A of this Agreement shall not exceed \$2,462,400.
8. Subparagraph 14.3 of Exhibit A of the Agreement is hereby amended to read as follows:
 - 14.3 The budget specified in Subparagraph 14.4 below shall be for the period of July 1, 2020, through June 30, 2025. Each period shall be defined as follows:

- 14.3.1 Year One shall be for the period of July 1, 2020, through June 30, 2021.
- 14.3.2 Year Two shall be for the period of July 1, 2021, through June 30, 2022.
- 14.3.3 Year Three shall be for the period of July 1, 2022, through June 30, 2023.
- 14.3.4 Year Four shall be for the period of July 1, 2023, through June 30, 2024.
- 14.3.5 Year Five shall be for the period of July 1, 2024, through June 30, 2025.

9. Subparagraph 14.4 of Exhibit A of the Agreement is hereby amended to read as follows:

14.4 The budget for services provided pursuant to Exhibit A of this Agreement is set forth as follows:

	YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR	YEAR FIVE
<u>FRC Services</u>					
Direct Service Costs ⁽¹⁾	\$300,289	\$300,289	\$346,089	\$346,089	\$346,089
Indirect Costs ⁽²⁾	\$ 24,711	\$ 24,711	\$ 24,711	\$ 24,711	\$ 24,711
Total FRC Services Expense:	\$325,000	\$325,000	\$370,800	\$370,800	\$370,800
<u>Family Stabilization Services</u>					
FS Direct Service Costs ⁽¹⁾	\$ 82,480	\$ 82,480	\$164,960	\$164,960	\$164,960
FS Indirect Costs ⁽²⁾	\$ 5,020	\$ 5,020	\$ 10,040	\$ 10,040	\$ 10,040
Total FS Services Expense:	\$ 87,500	\$ 87,500	\$175,000	\$175,000	\$175,000
TOTAL MAXIMUM OBLIGATION:	\$412,500	\$412,500	\$545,800	\$545,800	\$545,800

⁽¹⁾ Direct Service Costs are costs that are incurred and specifically allocable to the provision of services identified in this Agreement. Employee Benefits include contributions to 401k or retirement plans; health insurance; dental insurance; life insurance; long-term disability 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.

⁽²⁾ Indirect Costs are costs that are incurred for an organization's common objectives and that cannot be readily identified with a particular final cost objective.

10. The Parties agree that separate copies of this Amendment may be signed by each of the Parties, and this Amendment will have the same force and effect as if the original had been signed by all Parties.
11. All other terms and conditions of the Agreement shall remain the same and in full force and in effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment Two to Agreement on the date set forth opposite their signatures. If Contractor is a corporation, Contractor shall provide two signatures as follows: 1) the first signature must be either the Chairman of the Board, the President, or any Vice President; 2) the second signature must be that of the Secretary, an Assistant Secretary, the Chief Financial Officer, or any Assistant Treasurer. In the alternative, a single corporate signature is acceptable when accompanied by a corporate resolution or by-laws demonstrating the legal authority of the signature to bind the company.

Contractor: COMMUNITY ACTION PARTNERSHIP OF ORANGE COUNTY

Gregory Scott

President & CEO

Print Name

Title

DocuSigned by:
Gregory Scott
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1/31/2023 | 11:25:28 AM PST

Signature

Date

County of Orange, a political subdivision of the State of California

Deputized Designee Signature:

Deputy Purchasing Agent

Print Name

Title

Signature

Date

APPROVED AS TO FORM

COUNTY COUNSEL

COUNTY OF ORANGE, CALIFORNIA

Carolyn Frost

Deputy County Counsel

Print Name

Title

DocuSigned by:
Carolyn S. Frost
D3AB98D76D0B425...

1/31/2023 | 9:03:27 AM PST

Signature

Date