



~~SEVENTH~~TH AMENDMENT
TO CONTRACT 19-28-0025-HRC
BETWEEN THE
COUNTY OF ORANGE
AND
ORANGE COUNTY HUMAN RELATIONS COUNCIL
FOR
SUPPORT OF
ORANGE COUNTY HUMAN RELATIONS COMMISSION
PROGRAMS & SERVICES

This Amendment to the Contract, hereinafter referred to as "~~Seventh~~th Amendment," is made and entered into or upon execution of all necessary signatures between the County of Orange, a political subdivision of the State of California, hereinafter referred to as "County" and the Orange County Human Relations Council, a California non-profit corporation, with a place of business at 1801 E. Edinger Ave., Suite 115, Santa Ana, CA 92705, D-U-N-S No. 039841668, hereinafter referred to as "Contractor," with County and Contractor sometimes referred to as "Party", or collectively referred to as "Parties".

RECITALS:

WHEREAS, County and Contractor entered into a Contract, hereinafter referred to as "Original Contract," for Orange County Human Relations Commission Programs & Services, commencing on July 1, 2019 and expiring on June 30, 2020 in the amount of \$252,000; and

WHEREAS, on September 4, 2019, the County executed the First Amendment to the Original Contract to update the Contractor's address and replaced Attachment B, Budget & Staffing Plan, with Attachment B-1; and

WHEREAS, on June 22, 2020, the Parties executed the Second Amendment to extend the Contract for three (3) months for the period of July 1, 2020, through September 30, 2020, with a monetary increase of \$63,000 during the extension period for a cumulative total amount of \$315,000; and replaced Attachment A, Scope of Services, with A-1; and replaced Attachment B-1, Budget and Staffing Plan, with B-2; and

WHEREAS, on September 14, 2020, the Parties executed the Third Amendment to extend the Contract for three (3) months through December 31, 2020, with a monetary

increase of \$63,000 during the extension period for a cumulative total amount of \$378,000; and replaced Attachment A-1, Scope of Services, with A-2; and replaced Attachment B-2, Budget and Staffing Plan, with B-3; and

WHEREAS, on December 14, 2020, the Parties executed the Fourth Amendment to extend the Contract for three (3) months through March 31, 2021, with a monetary increase of \$63,000 during the extension period for a cumulative total amount of \$441,000; and replaced Attachment B-3, Budget and Staffing Plan, with B-4; and

WHEREAS, on March 23, 2021, the County executed the Fifth Amendment to extend the Contract for six (6) months through September 30, 2021, with a monetary increase of \$126,000 during the extension period for a cumulative total amount of \$567,000; and replaced Attachment A-2, Scope of Services, with A-3; and replaced Attachment B-4, Budget and Staffing Plan, with B-5; and

WHEREAS, on May 12, 2021 the Parties now the County executed the Sixth Amendment ~~desire to amend the original Contract to for the period of April 1, 2021 through September 30, 2021; and~~ replace Attachment B-5, Budget and Staffing Plan, with Attachment B-6; and

WHEREAS, the Parties now desire to extend the original Contract for nine (9) months through June 30, 2022, with a monetary increase of \$189,000 during the extension period; and replace Attachment B-6, Budget and Staffing Plan, with Attachment B-7; and

NOW, THEREFORE, in consideration of the mutual obligations set forth herein, both Parties mutually agree to amend as follows:

1. The Contract Term, set forth in paragraph 3 of this Contract, is hereby extended for the period of October 1, 2021, through June 30, 2022, unless otherwise terminated by the County under the terms of the Contract.

4.2. Attachment B-~~6~~5, Budget and Staffing Plan shall be replaced with Attachment B-76.

Except as otherwise expressly set forth herein, all terms and conditions contained in the Original Contract, including any amendments/modifications, are hereby incorporated herein by this reference as if fully set forth herein and shall remain in full force and effect.

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IN WITNESS WHEREOF, the Parties hereto have executed this ~~Seventh~~^{sixth} Amendment on the dates below their respective signatures:

***Orange County Human Relations Council**

By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Dated: _____	Dated: _____

*For Contractors that are corporations, signature requirements are as follows: 1) One signature by the Chairman of the Board, the President or any Vice President; and 2) One signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or an Assistant Treasurer.

For Contractors that are not corporations, the person who has authority to bind the contractor to a contract, must sign on one of the lines above.

COUNTY OF ORANGE
A Political Subdivision of the State of California

By: _____	Dated: _____
Dylan Wright, Director OC Community Resources	

APPROVED AS TO FORM
COUNTY COUNSEL

By: _____	Dated: _____
<u>DEPUTY COUNTY COUNSEL</u>	

Attachment B-76



**BUDGET AND STAFFING PLAN
ORANGE COUNTY HUMAN RELATIONS COUNCIL**

July 1, 2019 – June 30, 2020

Support of Orange County Human Relations Commission Program and Services

This total amount to be funded under this Contract shall not exceed \$252,000. Project descriptions shall be in Attachment A.

<u>CATEGORY</u>	<u>BUDGET</u>
Administrative Cost	
Salaries and Benefits	\$ 250,700
<i>Program Salaries and Benefits Subtotal:</i>	\$ 250,700
Program Cost	
Services and Supplies	\$ 1300
<i>Services and Supplies Subtotal:</i>	\$ 1300
GRAND TOTAL:	\$ 252,000
 <u>STAFFING PLAN</u>	 <u>FTE*</u>
Executive Director	1.00
Sr. Human Relations Specialist	1.00
Sr. Human Relations Specialist	1.00
Office Manager	0.10
Bookkeeper	0.10
GRAND TOTAL:	3.20

*1.00 FTE = Full-Time Equivalent

The Budget contained in Attachment B of this Agreement is high-level. Upon approval by the Orange County Board of Supervisors – but prior to submission of July 2019 invoices, a detailed budget must be submitted to the County of Orange office for approval. Budget templates will be provided by the County of Orange. Invoices shall be submitted based upon these detailed budgets.

Contractor may request to shift funds between budgeted line items for the purpose of meeting specific program needs by utilizing a Budget/Staffing Modification Request form provided by Contract Administrator. Contractor must include a justification narrative specifying the purpose of the request, the amount of said funds to be shifted, and the sustaining annual impact of the shift as may be applicable to the current Fiscal Year Budget and/or future Fiscal Year Budgets. Contractor shall obtain written approval of any Budget/Staffing Modification Request(s) from Contract Administrator prior to implementation by Contractor.

In support of the monthly invoice, Contractor shall submit monthly Expenditure Reports on a form acceptable to, or provided by, the Contract Administrator and will report actual costs.

Attachment B-76

July 1, 2020 – September 30, 2020
Support of Orange County Human Relations Commission Program and Services

This total amount to be funded under this Contract extension shall not exceed \$63,000. Project descriptions shall be in Attachment A-1.

<u>CATEGORY</u>	<u>BUDGET</u>
Administrative Cost	
Salaries and Benefits	\$62,700
<i>Program Salaries and Benefits Subtotal:</i>	\$62,700
Program Cost	
Services and Supplies	\$300
<i>Services and Supplies Subtotal:</i>	\$300
GRAND TOTAL:	\$63,000

<u>STAFFING PLAN</u>	<u>FTE*</u>
Executive Director	1.00
Sr. Human Relations Specialist	1.00
Sr. Human Relations Specialist	1.00
Office Manager	0.10
Bookkeeper	0.10
GRAND TOTAL:	3.20

*1.00 FTE = Full-Time Equivalent

The Budget contained in Attachment B-2 of this Contract is high-level. Prior to submission of the July 2020 invoice, a detailed budget must be submitted to OC Community Services for approval. Budget templates will be provided by the County. Invoices shall be submitted based upon submitted detailed budget.

Contractor may request to shift funds between budgeted line items for the purpose of meeting specific program needs by utilizing a Budget/Staffing Modification Request form provided by the Contract Administrator. Contractor must include a justification narrative specifying the purpose of the request, the amount of said funds to be shifted, and the sustaining annual impact of the shift as may be applicable to the current Fiscal Year Budget and/or future Fiscal Year Budgets. Contractor shall obtain written approval of any Budget/Staffing Modification Request(s) from Contract Administrator prior to implementation by Contractor.

In support of the monthly invoice, Contractor shall submit monthly Expenditure Reports on a form acceptable to, or provided by, the Contract Administrator and will report actual costs.

Attachment B-76

October 1, 2020 – December 31, 2020
Support of Orange County Human Relations Commission Program and Services

This total amount to be funded under this Contract extension shall not exceed \$63,000. Project descriptions shall be in Attachment A-2.

<u>CATEGORY</u>	<u>BUDGET</u>
Administrative Cost	
Salaries and Benefits	\$62,700
<i>Program Salaries and Benefits Subtotal:</i>	\$62,700
Program Cost	
Services and Supplies	\$ 300
<i>Services and Supplies Subtotal:</i>	\$ 300
GRAND TOTAL:	\$63,000

<u>STAFFING PLAN</u>	<u>FTE*</u>
Executive Director	1.00
Sr. Human Relations Specialist	1.00
Sr. Human Relations Specialist	1.00
Office Manager	0.10
Bookkeeper	0.10
GRAND TOTAL:	3.20

*1.00 FTE = Full-Time Equivalent

The Budget contained in Attachment B-3 of this Contract is high-level. Prior to submission of the July 2020 invoice, a detailed budget must be submitted to OC Community Services for approval. Budget templates will be provided by the County. Invoices shall be submitted based upon submitted detailed budget.

Contractor may request to shift funds between budgeted line items for the purpose of meeting specific program needs by utilizing a Budget/Staffing Modification Request form provided by the Contract Administrator. Contractor must include a justification narrative specifying the purpose of the request, the amount of said funds to be shifted, and the sustaining annual impact of the shift as may be applicable to the current Fiscal Year Budget and/or future Fiscal Year Budgets. Contractor shall obtain written approval of any Budget/Staffing Modification Request(s) from Contract Administrator prior to implementation by Contractor.

In support of the monthly invoice, Contractor shall submit monthly Expenditure Reports on a form acceptable to, or provided by, the Contract Administrator and will report actual costs.

Attachment B-76

January 1, 2021 – March 31, 2021
Support of Orange County Human Relations Commission Program and Services

This total amount to be funded under this Contract extension shall not exceed \$63,000. Project descriptions shall be in Attachment A-2.

<u>CATEGORY</u>	<u>BUDGET</u>
Administrative Cost	
Salaries and Benefits	\$63,000
<i>Program Salaries and Benefits Subtotal:</i>	\$63,000
Program Cost	
Services and Supplies	\$ 0
<i>Services and Supplies Subtotal:</i>	\$ 0
GRAND TOTAL:	\$63,000

<u>STAFFING PLAN</u>	<u>FTE*</u>
Executive Director	1.00
Sr. Human Relations Specialist	1.00
Sr. Human Relations Specialist	1.00
Office Manager	0.10
Bookkeeper	0.10
GRAND TOTAL:	3.20

*1.00 FTE = Full-Time Equivalent

The Budget contained in Attachment B-4 of this Contract is high-level. Prior to submission of the January 2021 invoice, a detailed budget must be submitted to OC Community Services for approval. Budget templates will be provided by the County. Invoices shall be submitted based upon submitted detailed budget.

Contractor may request to shift funds between budgeted line items for the purpose of meeting specific program needs by utilizing a Budget/Staffing Modification Request form provided by the Contract Administrator. Contractor must include a justification narrative specifying the purpose of the request, the amount of said funds to be shifted, and the sustaining annual impact of the shift as may be applicable to the current Fiscal Year Budget and/or future Fiscal Year Budgets. Contractor shall obtain written approval of any Budget/Staffing Modification Request(s) from Contract Administrator prior to implementation by Contractor.

In support of the monthly invoice, Contractor shall submit monthly Expenditure Reports on a form acceptable to, or provided by, the Contract Administrator and will report actual costs.

Attachment B-76

April 1, 2021 – September 30, 2021
Support of Orange County Human Relations Commission Program and Services

This total amount to be funded under this Contract extension shall not exceed \$126,000. Project descriptions shall be in Attachment A-3.

<u>CATEGORY</u>	<u>BUDGET</u>
Administrative Cost	
Salaries and Benefits	\$117,000
<i>Program Salaries and Benefits Subtotal:</i>	\$117,000
Program Cost	
Services and Supplies	\$9,000
<i>Services and Supplies Subtotal:</i>	\$9,000
GRAND TOTAL:	\$126,000

<u>STAFFING PLAN</u>	<u>FTE*</u>
Executive Director	1.00
Sr. Human Relations Specialist	1.00
Sr. Human Relations Specialist	1.00
Office Manager	0.10
Bookkeeper	0.10
GRAND TOTAL:	3.20

*1.00 FTE = Full-Time Equivalent

The Budget contained in Attachment B-6 of this Contract is high-level. Prior to submission of the January 2021 invoice, a detailed budget must be submitted to OC Community Services for approval. Budget templates will be provided by the County. Invoices shall be submitted based upon submitted detailed budget.

Contractor may request to shift funds between budgeted line items for the purpose of meeting specific program needs by utilizing a Budget/Staffing Modification Request form provided by the Contract Administrator. Contractor must include a justification narrative specifying the purpose of the request, the amount of said funds to be shifted, and the sustaining annual impact of the shift as may be applicable to the current Fiscal Year Budget and/or future Fiscal Year Budgets. Contractor shall obtain written approval of any Budget/Staffing Modification Request(s) from Contract Administrator prior to implementation by Contractor.

In support of the monthly invoice, Contractor shall submit monthly Expenditure Reports on a form acceptable to, or provided by, the Contract Administrator and will report actual costs.

Attachment B-76

October 1, 2021 – June 30, 2022Support of Orange County Human Relations Commission Program and Services

This total amount to be funded under this Contract extension shall not exceed \$189,000. Project descriptions shall be in Attachment A-3.

CATEGORY	BUDGET
Administrative Cost	
Salaries and Benefits	\$176,400
<i>Program Salaries and Benefits Subtotal:</i>	<i>\$176,400</i>
Program Cost	
Services and Supplies	\$12,600
<i>Services and Supplies Subtotal:</i>	<i>\$12,600</i>
GRAND TOTAL:	\$189,000
STAFFING PLAN	FTE*
Executive Director	1.00
Sr. Human Relations Specialist	1.00
Sr. Human Relations Specialist	1.00
Operations Liaison	0.10
Bookkeeper	0.10
GRAND TOTAL:	3.20

*1.00 FTE = Full-Time Equivalent

The Budget contained in Attachment B-7 of this Contract is high-level. Prior to submission of the October 2021 invoice, a detailed budget must be submitted to OC Community Services for approval. Budget templates will be provided by the County. Invoices shall be submitted based upon submitted detailed budget.

Contractor may request to shift funds between budgeted line items for the purpose of meeting specific program needs by utilizing a Budget/Staffing Modification Request form provided by the Contract Administrator. Contractor must include a justification narrative specifying the purpose of the request, the amount of said funds to be shifted, and the sustaining annual impact of the shift as may be applicable to the current Fiscal Year Budget and/or future Fiscal Year Budgets. Contractor shall obtain written approval of any Budget/Staffing Modification Request(s) from Contract Administrator prior to implementation by Contractor.

In support of the monthly invoice, Contractor shall submit monthly Expenditure Reports on a form acceptable to, or provided by, the Contract Administrator and will report actual costs.