

COUNTY OF MONTEREY
Amendment #3 to Agreement #5010-171
United Way Monterey County

This Amendment #3 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter “COUNTY”), and United Way Monterey County (hereinafter “CONTRACTOR”).

WHEREAS, COUNTY and CONTRACTOR entered into an agreement for the provision of incentive cash cards to COVID positive and exposed agricultural and food workers who self-isolate or agree to shelter-in-place with a term of May 15, 2021 through June 30, 2021 for a total contract amount of \$ 94, 945.00 (hereinafter “Original Agreement”).

WHEREAS, the parties amended the Agreement via Amendment #1 to extend the term to September 31, 2021 with no change to the total contract amount or scope of services.

WHEREAS, the parties amended the Agreement via Amendment #2, to extend the term through December 31, 2021 and increase the individual incentive amount from \$500 to \$1,000, with no change to the total contract amount of \$ 94, 945.00.

WHEREAS, the parties wish to amend the Agreement via Amendment #3, to **extend the term through April 30, 2022** with no change to the total contract amount of \$94, 945.00.

AGREEMENT

NOW THEREFORE, the parties agree to amend the Agreement as follows:

This Agreement is hereby amended on the terms and conditions as set forth in the original Agreement and in Amendment #1 incorporated herein by this reference, except as specifically set forth below.

1. **Section 3.0, The first sentence of the paragraph titled “TERM OF AGREEMENT” is amended to read as follows:**
“The term of this Agreement is from May 15, 2021 to **April 30, 2022**, unless sooner terminated pursuant to the terms of this Agreement.”
2. **Exhibit AAAA**, top of page 1 reflects the new contract term.
3. **Exhibit AAAA, section G.3** reflects the updated term with regard to the software processing cut-off date within the Scope of Services.
4. **Exhibit AAAA, section I.3** reflects the updated term extension with regard to the final invoice due date within the Scope of Services.
5. **Exhibit CCCC** reflects the updated contract term.
6. Except as provided herein, all remaining terms, conditions and provisions of the original Agreement are unchanged and unaffected by this Amendment #3 and shall continue in full force and effect as set forth in the original Agreement and in Amendment #1 and Amendment #2.

7. A copy of this Amendment #3 shall be attached to the Original Agreement.

IN WITNESS HEREOF, the parties hereby execute this amendment as follows:

COUNTY OF MONTEREY:

By: DocuSigned by:
Debra R. Wilson
7B741937AA0D41B...
Purchasing Officer

Date: 1/4/2022 | 4:28 PM PST

CONTRACTOR:

By: DocuSigned by:
Katy Castagna
0B6624DBAC44397...
(Chair, President, Vice-President)

(Print Name & Title)

Date: 12/20/2021 | 12:20 PM PST

By: DocuSigned by:
Steve Emerson
40D14A0BCFBC486...
(Secretary, CFO, Treasurer)

(Print Name and Title)

Date: 12/20/2021 | 12:22 PM PST

Approved as to Form:

DocuSigned by:
[Signature]
11F083B7F85A412
Deputy County Counsel

Date: 1/4/2022 | 3:58 PM PST

Approved as to Fiscal Provisions:

DocuSigned by:
Gary Giboney
D3834BFEC1D8449
Auditor-Controller's Office

Date: 1/4/2022 | 4:14 PM PST

SCOPE OF SERVICES/PAYMENT PROVISIONS

UNITED WAY MONTEREY COUNTY

- A. TOTAL FUNDING:** \$94,945.00 Housing for the Harvest
- B. CONTRACT TERM:** May 1 2021 to **April 30, 2022**
- C. CONTACT INFORMATION:**
 County Contract Monitor: Monterey County Department of Social Services
 Debra McAlahney-Dodson, Management Analyst III
 1000 S. Main Street, Suite 301 Salinas, CA 93901
 Phone: (831) 206 4478
mcalahneyd@co.monterey.ca.us
- Contractor Information: United Way Monterey County
 Josh Madfis, Vice President, Community Investments
 60 Garden Court Monterey, CA 93940
 Phone: (831) 372-8026 x106 Fax: (831) 372-4945
Josh.madfis@unitedwaymcca.org
- Location of Services: Administered by UWMC and coordinated by
 Smart Referral System

- D. SUBAWARD INFORMATION**
 CONTRACTOR DUNS Number: 113866974
 Date of Award: March 17, 2021
 Passthrough Information and Dollar Amount: \$94,945.00
 Award Description: Housing for the Harvest Fund
 Research and Development: No
 Maximum Allowable Administrative Indirect Cost Rate: 10%

- E. BACKGROUND**
 In April 2020, EOC Care and Shelter Branch began operating the Monterey County Alternate Housing Site (MCAHS) Program. Since then, the MCAHS Program has been providing temporary housing for Monterey County residents who cannot safely isolate where they reside while recovering from COVID-19. On July 24, 2020, Governor Gavin Newsom announced the launch of the Housing for the Harvest (H4H) Program to provide temporary hotel housing options for essential farm and food processing employees who are either COVID-19 positive or exposed. As of March 2021, the H4H Program, supported by the California Department of Food and Agriculture (CDFA), California Governor's Office of Emergency Services (CalOES), Department of General Services (DGS), and CDSS expanded the H4H Program to include an isolation incentive to agricultural workers who successfully isolate to prevent the spread due to COVID-19 and keep the agricultural workforce safe. Currently, MCAHS guests who have successfully isolated for five (5) or more days are now potentially eligible for the Monterey County Health Department (MCHD) Stipend or the H4H Incentive if they are an agriculture or food processing worker.

SCOPE OF SERVICES/PAYMENT PROVISIONS

F. DESCRIPTION OF SERVICES:

CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

- F.1 Contractor will serve as the administrator for issuing H4H Incentive for guests who successfully complete their safe isolation period while in the Emergency Operations Center (EOC), Care and Shelter Branch, COVID-19 Alternate Housing Site (MCAHS) Housing for the Harvest (H4H) Program.
- F.2 The MCAHS Program guests who are referred, successfully complete at least five (5) isolation days within the MCAHS Program and meet all the MCHD Stipend Program eligibility requirements can be referred by MCAHS staff to the MCHD for consideration for the MCHD Stipend Program. Answers to Frequently Asked Questions (**Exhibit A-1**) may be provided for guidance on eligibility.
- F.3 The H4H Program guests who are referred by MCAHS Program staff will already qualify for the H4H Incentive of \$1,000 cash card to adult residents (18 years of age and older) with a COVID-19 positive test result who are self-attested agricultural or food processing workers. MCAHS Program staff will certify that referred guests have completed their isolation period and met the conditions for either one of the two H4H Incentives.
- F.4 CONTRACTOR will be responsible for utilizing and maintaining their current Smart Referral Software system so the COUNTY can enter referrals from the MCAHS and the H4H Program. When the COUNTY (MCAHS staff) enter in a guest they will check the interface to ensure that the guest is not already receiving a benefit for the isolation period from one of the organizations participating in the MCHD Stipend Program.

G. PROCEDURE

- G.1 Guest will test for COVID-19 and will go into self-isolation or alternate housing.
- G.2 COUNTY makes a determination if the COVID+ and COVID exposed guest qualifies for the H4H program.
 - G.2.a. If qualified for the H4H Incentive, the COUNTY enters the guest into the UWMC Smart Referral Software.
 - G.2.b. The information to be collected at the time of intake by the COUNTY includes:
 - i. Demographic Information and Consent
 - ii. Personal Information: First Name, Last Name, Date of Birth, Cell Phone Number, Email, Address (Street, City, State, ZIP Code, and Country), Date Self-Isolation Period Ends
 - iii. Where they would like the cash-card mailed to: Resident's Address or H4H Central Location for pick up
 - G.2.c. If the guest does not qualify and has a COVID+ test result, they are considered for the MCHD Stipend Program. The COUNTY contacts the MCHD Stipend Program and they will complete the intake for the guest in the Smart Referral Software.

SCOPE OF SERVICES/PAYMENT PROVISIONS

- G.3 Once an eligible guest for either program completes their isolation period in alternate housing or home isolation, the COUNTY will either notify the clinic/Health Department if the guest is being processed through the MCHS Stipend Program or indicates that the guest is “eligible” in the software if they are receiving assistance through the H4H Incentive Program. All residents to be considered for the program must be in the software by **April 25, 2022**
- G.4 CONTRACTOR shall distribute the benefit to eligible guests once they have been deemed eligible by program staff and marked as eligible in the Smart Referral Software. The CONTRACTOR will distribute benefits at least once weekly.

H. REQUIRED DELIVERABLES:

- H.1 CONTRACTOR shall provide for the following program deliverables:
- H.1.a. Agreement with cash-card vendor
- H.1.b. Monthly report of:
- i. referrals received from the H4H Program
 - ii. number of referrals with benefit distributed for the H4H Program
 - iii. number of referrals pending eligibility for the H4H Program
 - iv. total amount of benefit distributed for the H4H Program
 - v. demographic information for the H4H Program
- H.2 All written reports required under this Agreement shall be submitted to the County Contract Monitor as listed in Section C.

I. PAYMENT PROVISIONS:

- I.1 COUNTY shall pay CONTRACTOR according to the terms set forth in **Exhibit B**, Section I, PAYMENT BY COUNTY, of this agreement.
- I.2 The maximum amount payable by County to CONTRACTOR under the term of this Agreement shall not exceed ninety-four thousand nine hundred and forty-five dollars and forty cents (\$94,945.00) per **Exhibit CCCC**.
- I.3 CONTRACTOR shall submit original signed invoices with supportive documentation, monthly to COUNTY setting forth the amount claimed by the 10th day of the month in which services were performed. The final invoice will be due no later than **May 10, 2022**.
- I.4 All original invoices will be submitted to the County Contract Monitor as listed in Section C.

(remainder of this page intentionally left blank)

May 1, 2021 thru April 30, 2022

Agency Name United Way Monterey County

Expense Categories	Housing for the Harvest Incentive	Total Budget
	\$94,945.00	\$94,945.00
Omnocard (per card)	\$ 148.50	\$ 148.50
UWMC Staff	\$ 2,400.00	\$ 2,400.00
UPS/USPS Bulk Mailing	\$ 200.00	\$ 200.00
USPS Individual Mailing	\$ 76.50	\$ 76.50
Cash Cards	\$ 75,000.00	\$ 75,000.00
Software Creation	\$ 8,489.00	\$ 8,489.00
Indirect Costs (max 10%)	\$ 8,631.40	\$ 8,631.00
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
Program Total	\$ 94,945.00	\$ 94,945.00

Budget Narrative

Expense Category	Line Item narrative
Omnocard (per card)	\$0.99 per card
UWMC Staff	staff time for project
UPS/USPS Bulk Mailing	per batch mailed (includes tracking cards) for cards mailed to UWMC for the program and cards mailed weekly to Alternate Housing central location if needed (requested by resident(s) at intake)
USPS Individual Mailing	\$0.51 per card (metered mail)
Cash Cards	150 cards at \$500 per card
Software Creation	Building new reporting features and functionality to include H4H program
Indirect Costs (max 10%)	Indirect costs reflect 10% of allotted amount.

Funding Source: Housing For the Harvest