# **COUNTY OF MONTEREY**

# **Alliance on Aging**

## AMENDMENT #1 to AGREEMENT #A-14409

**THIS AMENDMENT** is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter, "COUNTY"), and Alliance on Aging (hereinafter, "CONTRACTOR").

**WHEREAS,** This Amendment modifies the amended agreement for services to Monterey County seniors between the parties executed on July 1, 2019 (hereinafter, "Original Agreement").

WHEREAS, the County and CONTRACTOR wish to amend the Original Agreement by increasing the Federal Share of cost by \$52,556 thereby increasing the total contract amount to \$573,330.

NOW THEREFORE, the parties agree:

**1.** Section 1.0 GENERAL DESCRIPTION of the Original Agreement is amended to read as follows:

1.01 The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibits AA**, A-1, **AA-2**, **AA-3**, **AA-4**, A-5, and A-6 in conformity with the terms of this Agreement. The services are generally described as follows: Provide Outreach, Long Term Care Ombudsman, Health Insurance Counseling and Advocacy (HICAP), and Medi-Care Improvements for Patients & Providers (MIPPA) services to Monterey County seniors.

**2.** Section 2.0 PAYMENT PROVISIONS of the Original Agreement is amended to read as follows:

2.01 COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibits AA**, A-1, **AA-2**, **AA-3**, **AA-4**, A-5, and A-6, subject to the limitations set forth in this Agreement. The total amount payable by COUNTY to CONTRACTOR under this agreement shall not exceed the sum of **\$573,330.00**.

**3.** Section 4.0 SCOPE OF SERVICES AND ADDITIONAL PROVISIONS of the Original Agreement is amended to read as follows:

4.01 The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit AAScope of Services/Payment ProvisionsA-1Title III B, Outreach

- AA-3 Title VII A, Ombudsman
- AA-4 Ombudsman Initiative
- A-5 HICAP
- A-6 MIPPA

Exhibit B DSS Additional Provisions Program Budgets

- C-1 Title III B, Outreach
- CC-2 Title III B, Ombudsman
- CC-3 Title VII A, Ombudsman
- CC-4 Ombudsman Initiative
- C-5 HICAP
- C-6 MIPPA (July 1 September 30)
- C-7 MIPPA (October 1 June 30)\_

Exhibit D-1 Sample Invoice

- Exhibit D-2 Sample Annual Closeout Summary
- Exhibit D-3 Equipment Acquisition Report
- Exhibit D-4 Sample Quarterly Narrative Report
- Exhibit D-5 Equipment Purchase Guidelines
- Exhibit D-6 Inventory Listing
- Exhibit E HIPAA Certification
- Exhibit F Elder Abuse & Neglect Reporting Certification
- Exhibit G Lobbying Certification
- Exhibit H Audit Requirements
- Exhibit H-1 Schedule of County Programs
- **4.** Sections 1.03 and 2.01 of Exhibit B of the Original Agreement are amended to read as follows:

**1.03 Allowable Costs:** Allowable costs shall be the CONTRACTOR's actual costs of developing, supervising and delivering the services under this Agreement, as set forth in the budget, attached hereto as **Exhibits** C-1, **CC-2**, **CC-3**, **CC-4**, C-5, C-6, and C-7. Only the costs listed in **Exhibits** C-1, **CC-2**, **CC-3**, **CC-4**, C-5, and C-6 as contract expenses may be claimed as allowable costs. Any dispute over whether costs are allowable shall be resolved in accordance with the provisions of 45 Code of Federal Regulations, Part 74, Sub-Part F and 48 Code of Federal Regulations (CFR), Chapter 1, Part 31.

**2.01** Outcome objectives and performance standards: CONTRACTOR shall for the entire term of this Agreement provide the service outcomes set forth in Exhibits AA, A-1, AA-2, AA-3, AA-4, A-5, and A-6. CONTRACTOR shall meet the contracted level of service and the specified performance standards described in Exhibits AA, A-1, AA-2, AA-3, AA-4, A-5, and A-6 unless prevented from doing so by circumstances beyond CONTRACTOR's control, including but not limited to, natural disasters, fire, theft, and shortages of necessary supplies or materials due to labor disputes.

5. Exhibits A, A-2, A-3, A-4, A-5, C-2, C-3, and C-4 of the Original Agreement are rescinded, and replaced by Exhibits AA, AA-2, AA-3, AA-4, CC-2, CC-3, and CC-4 attached.

If there is any conflict or inconsistency between the provisions of the AGREEMENT, or this AMENDMENT, the provisions of this AMENDMENT shall govern. A copy of this AMENDMENT shall be attached to the original AGREEMENT, as it may have been

Except as provided herein, all remaining terms, conditions, provisions, entitlements and obligations of the original AGREEMENT shall remain unchanged and unaffected by this AMENDMENT and shall continue in full force and effect.

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

#### **COUNTY OF MONTEREY:**

Date:

## **CONTRACTOR:**

Alliance on Aging

By:

By: \_\_\_\_

Lori A. Medina Director, DSS Docusigned by: karen Boothroyd

(Chair, President, Vice-President

Karen Boothroyd, Board Chair (Print Name & Title)

6/9/2020 | 11:56 AM PDT Date:

Approved as to Form:

DocuSigned by: Anne Breveton, County Counsel -07025E3AA36B4A4

Deputy County Counsel

6/15/2020 | 4:59 PM PDT Date:

#### **Approved as to Fiscal Provisions:**

—DocuSigned by: Burcu Mousa

Auditor-Controller's Office

6/16/2020 | 10:21 AM PDT Date:

DocuSigned by By: DAD5F9E491EE42E

(Secretary, CFO, Treasurer)

Mary Brusuelas, Secretary

(Print Name and Title)

6/12/2020 | 8:03 PM PDT Date: \_\_\_\_\_

Alliance on Aging Amendment #1 to Agreement #A-14409 Page 3 of 3



#### **Certificate Of Completion**

Envelope Id: 8AA7BBBEFB8041A29581C4B4C744265B Subject: Please DocuSign: AOA Amend#1 CORRECTED 6-2-20.docx Source Envelope: Document Pages: 3 Signatures: 4 Certificate Pages: 5 Initials: 0 AutoNav: Enabled EnvelopeId Stamping: Enabled Time Zone: (UTC-08:00) Pacific Time (US & Canada)

#### **Record Tracking**

Status: Original 6/2/2020 8:17:02 AM Security Appliance Status: Connected Storage Appliance Status: Connected

#### Signer Events

Karen Boothroyd Karenboothroyd@icloud.com Security Level: Email, Account Authentication (None)

#### Electronic Record and Signature Disclosure: Not Offered via DocuSign

Mary Brusuelas

mbrusuelas@ccah-alliance.org Security Level: Email, Account Authentication (None)

#### Electronic Record and Signature Disclosure: Accepted: 6/12/2020 8:02:25 PM

ID: 92fa0b3a-1c9c-4ea8-b16a-773e0144e71a

Anne Brereton, County Counsel

BreretonA@co.monterey.ca.us Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Accepted: 6/15/2020 4:59:01 PM

ID: f788aaca-f12c-4830-a7df-5ef55bcc357d

Burcu Mousa

MousaB@co.monterey.ca.us

Assistant Auditor-Controller

County of Monterey

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure: Accepted: 5/6/2020 11:19:26 AM ID: 08402344-807f-4a45-86ed-2decf9729bbb Holder: Wes Morrill morrillrw@co.monterey.ca.us Pool: StateLocal Pool: Social Services

## Signature

— Docusigned by: Larrn Boothroyd 57BEG4089FFB41A...

Signature Adoption: Pre-selected Style Using IP Address: 209.165.223.85

Signature Adoption: Drawn on Device Using IP Address: 174.254.129.54 Signed using mobile

Anne Brereton, County Counsel

Signature Adoption: Pre-selected Style Using IP Address: 192.92.176.112

Sent: 6/9/2020 11:56:26 AM Viewed: 6/12/2020 8:02:25 PM Signed: 6/12/2020 8:03:57 PM

Status: Sent

Wes Morrill

Envelope Originator:

Location: DocuSign

Location: DocuSign

Sent: 6/2/2020 8:33:18 AM

Resent: 6/9/2020 10:52:13 AM

Viewed: 6/9/2020 11:50:52 AM

Signed: 6/9/2020 11:56:23 AM

Timestamp

morrillrw@co.monterey.ca.us IP Address: 192.92.176.114

Sent: 6/12/2020 8:04:00 PM Viewed: 6/15/2020 4:59:01 PM Signed: 6/15/2020 4:59:34 PM

DocuSigned by: Burcu Mousa 811C333563B9474...

07025E3AA36B4A4

Signature Adoption: Pre-selected Style Using IP Address: 98.207.93.62

Sent: 6/15/2020 4:59:36 PM Viewed: 6/16/2020 10:21:04 AM Signed: 6/16/2020 10:21:20 AM

Signer Events	Signature	Timestamp
Lori A. Medina, DSS Director		
medinal@co.monterey.ca.us		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Becky Cromer, DSS Finance		Sent: 6/16/2020 10:21:23 AM
cromerbl@co.monterey.ca.us		
County of Monterey		
Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Accepted: 5/6/2020 5:40:51 PM ID: 865bb7c0-8667-48ee-ac6b-c56c3339027a		
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Carbon Copy Events Teresa Sullivan	Status	Timestamp
	Status	Timestamp
Teresa Sullivan	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips murrayphillipsk@co.monterey.ca.us Security Level: Email, Account Authentication	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips murrayphillipsk@co.monterey.ca.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/26/2020 3:29:33 PM	Status	Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips murrayphillipsk@co.monterey.ca.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/26/2020 3:29:33 PM ID: 90ad4389-122a-43f2-a8a6-071b230394b2		
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips murrayphillipsk@co.monterey.ca.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/26/2020 3:29:33 PM ID: 90ad4389-122a-43f2-a8a6-071b230394b2 Witness Events	Signature	Timestamp Timestamp
Teresa Sullivan tsullivan@allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips murrayphillipsk@co.monterey.ca.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/26/2020 3:29:33 PM ID: 90ad4389-122a-43f2-a8a6-071b230394b2 Witness Events Notary Events	Signature Signature	Timestamp
Teresa Sullivan tsullivan @allianceonaging.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/14/2020 3:27:23 PM ID: b310019b-2626-4897-a14c-1822fe4d3a3d Kathleen Murray-Phillips murrayphillipsk@co.monterey.ca.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/26/2020 3:29:33 PM ID: 90ad4389-122a-43f2-a8a6-071b230394b2 Witness Events Notary Events Envelope Summary Events	Signature Signature Status	Timestamp Timestamp

Electronic Record and Signature Disclosure

# ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Social Services (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

# **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

# Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

# Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

# All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

# How to contact Social Services:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows: To contact us by email send messages to: urenae1@co.monterey.ca.us

## To advise Social Services of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at urenae1@co.monterey.ca.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### To request paper copies from Social Services

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to urenael@co.monterey.ca.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### To withdraw your consent with Social Services

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to urenae1@co.monterey.ca.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process.

# **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <u>https://support.docusign.com/guides/signer-guide-signing-system-requirements</u>.

# Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Social Services as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Social Services during the course of your relationship with Social Services.