

## **AMENDMENT NO. 5 TO AGREEMENT BY AND BETWEEN COUNTY OF MONTEREY & RAIMI + ASSOCIATES, INC.**

**THIS AMENDMENT NO. 5** is made to AGREEMENT No. A-16238, to create a data gathering process as part of the development of an updated County of Monterey Health Department three-year Strategic Plan, by and between Raimi + Associates, Inc., hereinafter “CONTRACTOR”, and the County of Monterey, a political subdivision of the State of California, hereinafter referred to as “COUNTY”.

**WHEREAS**, the COUNTY and CONTRACTOR entered into AGREEMENT No. A-16238 to create a data gathering process as part of the development of an updated County of Monterey Health Department three-year Strategic Plan, with a term of April 25, 2023 through March 31, 2024 and for a total not to exceed of \$67,671; and

**WHEREAS**, the COUNTY and CONTRACTOR entered into AMENDMENT NO. 1 to extend the term by an additional 2 years, to March 31, 2026 and increase the total amount of the AGREEMENT by \$28,165 due to the extended term, for a total AGREEMENT amount not to exceed \$95,836; and

**WHEREAS**, the COUNTY and CONTRACTOR entered into AMENDMENT NO. 2 to add Exhibit B-2, Graphic Design Services, and increase the total amount of the AGREEMENT by \$17,448 due to the additional services, for a total AGREEMENT amount not to exceed \$113,284; and

**WHEREAS**, the COUNTY and CONTRACTOR entered into AMENDMENT NO. 3 to add Exhibit C-3, Strategic Planning Process for Hitchcock Road Animal Services, and increase the total amount of the AGREEMENT by \$55,131 due to the additional services, for a total AGREEMENT amount not to exceed \$168,415; and

**WHEREAS**, the COUNTY and CONTRACTOR entered into AMENDMENT NO. 4 to replace Exhibit C with Exhibit C-4, Strategic Planning Process for Hitchcock Road Animal Services, replace Exhibit B with Exhibit B-4, Graphic Design Services, and increase the total amount of the AGREEMENT by \$5,000 for additional services, for a new Total Agreement amount not to exceed \$173,415, with no change to the term of the Agreement; April 25, 2023 through March 31, 2026; and

**WHEREAS**, the COUNTY and CONTRACTOR wish to amend AGREEMENT to add EXHIBIT D, Focus Group Facilitator Services for Youth Violence Prevention Program, CalVIP Cohort #4, and increase the total amount of the AGREEMENT by \$30,000 for additional Focus Group Facilitator services, for a new Total Agreement amount not to exceed \$203,415, with no change to the term of the Agreement; April 25, 2023 through March 31, 2026; and

**NOW THEREFORE**, the COUNTY and CONTRACTOR hereby agree to amend the AGREEMENT in the following manner:

1. **Section 2.0, “Payment Provisions”, shall be amended by removing**, “The total amount payable by COUNTY to CONTRACTOR under this AGREEMENT shall not exceed the sum

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of \$173,415”, **and replacing it with** “The total amount payable by COUNTY to CONTRACTOR under this AGREEMENT shall not exceed the sum of \$203,415”.

2. **EXHIBIT D-5, “Focus Group Facilitator Services for Youth Violence Prevention Program, CalVIP Cohort #4”**. All references in Agreement to EXHIBIT D shall be construed to refer to EXHIBIT D-5.
3. Except as provided herein, all remaining terms, conditions and provisions of the AGREEMENT are unchanged and unaffected by this AMENDMENT No. 5 and shall continue in full force and effect as set forth in the AGREEMENT.
4. A copy of this AMENDMENT No. 5 shall be attached to the original AGREEMENT executed by the County on May 1, 2023.
5. This AMENDMENT No. 5 shall be effective upon execution.

**\*\*\*\*\* Signature Page to Follow \*\*\*\*\***

**IN WITNESS WHEREOF**, the parties have executed this AMENDMENT No. 5 on the day and year written below.

COUNTY OF MONTEREY

\_\_\_\_\_  
Contracts/Purchasing Officer

Dated: \_\_\_\_\_

*Approved as to Fiscal Provisions:*

DocuSigned by:

*Patricia Ruiz* Patricia Ruiz

E79EE64EA74541F6  
Deputy Auditor/Controller

Auditor Controller Analyst I

Dated: \_\_\_\_\_

9/19/2025 | 8:29 AM PDT

*Approved as to Liability Provisions:*

\_\_\_\_\_  
Risk Management

Dated: \_\_\_\_\_

*Approved as to Form:*

DocuSigned by:

*Stacy Saetta* Stacy Saetta

D09CE1B09F441A0  
Deputy County Counsel

Chief Deputy County Counsel

Dated: 9/18/2025 | 7:45 AM PDT

\_\_\_\_\_  
Director of Health Services

Dated: \_\_\_\_\_

CONTRACTOR – **Raimi + Associates, Inc.**

DocuSigned by:

By: *Matthew D. Raimi*

4FZ994FE63D64E2...  
Signature of Chair, President, or  
Vice-President

Matthew D. Raimi President and CEO

Printed Name and Title

Dated: 9/16/2025 | 11:16 AM PDT

DocuSigned by:

By: *Kym Dorman*

55D0BDFC807C46D...  
(Signature of Secretary, Asst. Secretary, CFO,  
Treasurer or Asst. Treasurer)\*

Kym Dorman COO

Printed Name and Title

Dated: 9/12/2025 | 3:25 PM PDT

\*INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement.

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## EXHIBIT D-5

To Agreement by and between  
Health Department, hereinafter referred to as "COUNTY"  
AND

Raimi + Associates, Inc., hereinafter referred to as "CONTRACTOR"

### Scope of Services / Payment Provisions (Focus Group Facilitator Services for Youth Violence Prevention Program, CALVIP Cohort #4).

#### A. SCOPE OF SERVICES

A.1 CONTRACTOR shall provide services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

1. CONTRACTOR shall facilitate focus group services for the Youth Violence Prevention program, as detailed in the Task Table in **Section B.1**.

#### B. PAYMENT PROVISIONS

##### B.1 COMPENSATION/ PAYMENT

COUNTY shall pay an amount not to exceed **\$30,000** for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. CONTRACTOR'S compensation for services rendered shall be based on the following rates or in accordance with the following terms:

1. CONTRACTOR shall facilitate focus group services for the Youth Violence Prevention program, as detailed in the Task Table in **Section B.1** below.

\*\*\*\*\**This Section Intentionally Left Blank*\*\*\*\*\*

**Table 1: Raimi + Associates Focus Group Facilitator Services for Youth Violence Prevention Program, CALVIP Cohort #4**

| <b>Task</b>  | <b>Deliverable</b>  | <b>Timeline</b>                          | <b>Cost</b>     |
|--|---|--|-----------------|
| <b>Task 1: Focus Group facilitator CALVIP Cohort 4 at program partner site (Partners for Peace)</b>  | Contractor to plan, conduct, take notes for Partners for Peace up to 9 focus groups (3 focus groups per program; in English and Spanish).   | September 1, 2025, to November 15, 2025. | \$14,435        |
| <b>Task 2: Focus Group facilitator CALVIP Cohort 4 at program partner site (Rancho Cielo)</b>  | Contractor to plan, conduct, and take notes for Rancho Cielo up to 3 focus groups (3 focus groups in English only)  | September 1, 2025, to November 15, 2025. | \$3,960         |
| <b>Task 3: Project Management</b>  | Contractor to plan and facilitate kick off meeting, client updates, and gift card distribution to participants). Contractor to submit findings including notes, summary reports, original transcripts, and recordings to County of Monterey Health Department CALVIP Cohort #4 evaluator. | September 1, 2025, to November 15, 2025. | \$4,915         |
| <p><b>CONTRACTOR to work closely with CALVIP Cohort #4 lead program evaluator at County of Monterey Health Department to conduct focus groups at two program partner sites. Tasks include planning, conducting and taking notes for up to 12 focus groups and 2 CALVIP Cohort #4 program partner sites. CONTRACTOR to conduct up to 12 focus groups with the following groups: 1) Partners for Peace, 2) Rancho Cielo, 3) Natividad Medical Foundation, 4) Salinas Police Department, and 5) Community members. CONTRACTOR's virtual focus groups will take up to 90 minutes each and will explore topics related to youth violence prevention and program partners internal strengths and weaknesses; external opportunities and threats/challenges. CONTRACTOR to provide translation services for focus groups conducted in Spanish. CONTRACTOR to translate all Spanish language transcripts into English. CONTRACTOR to prepare a summary of key takeaways in a report in English. The focus of the report will be to understand the program's internal strengths and weakness in addressing youth violence, the external opportunities and threats/challenges, and to provide information for the CALVIP Cohort #4 team to consider as part of their program evaluation efforts. CONTRACTOR to submit all record, in English and Spanish, including transcripts, recordings, notes, and summary reports to County of Monterey Health Department. CONTRACTOR shall abide by standard data use agreement, which includes protecting participant privacy and record keeping criteria.</b></p> |   |  |                 |
| <b>Subtotal</b>  |   |  | <b>\$23,310</b> |
| <b>Additional Expenses</b>   | Incentives (\$35 gift card for up to 168 participants:14 participants/group x 12 groups)  |  | <b>\$5,880</b>  |
| <b>Office &amp; General Expenses</b>   | General Office Expenses (3% of Raimi + Associates labor cost)   |  | <b>\$810</b>    |
| <b>Grand total of Tasks 1-3</b>  |   |  | <b>\$30,000</b> |

There shall be no travel reimbursement allowed during this Agreement.

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CONTRACTOR warrants that the cost charged for services under the terms of this contract are not in excess of those charged any other client for the same services performed by the same individuals.

## **B.2 CONTRACTORS BILLING PROCEDURES**

NOTE: Payment may be based upon satisfactory acceptance of each deliverable, payment after completion of each major part of the AGREEMENT, payment at conclusion of the Agreement, etc.

Invoices shall be emailed directly to: [HDADMINFinance@countyofmonterey.gov](mailto:HDADMINFinance@countyofmonterey.gov)

Cc: [seepersadr@countyofmonterey.gov](mailto:seepersadr@countyofmonterey.gov)

Cc: [larav@countyofmonterey.gov](mailto:larav@countyofmonterey.gov)

Invoices may be mailed to:

Monterey County Health Department  
Attn: Accounts Payable/ADMINISTRATION  
Karla Tinajero  
1270 Natividad Road  
Salinas, CA 93906

COUNTY may, in its sole discretion, terminate the contract or withhold payments claimed by CONTRACTOR for services rendered if CONTRACTOR fails to satisfactorily comply with any term or condition of this Agreement.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by County.

COUNTY shall not pay any claims for payment for services submitted more than twelve (12) months after the calendar month in which the services were completed.

**DISALLOWED COSTS:** CONTRACTOR is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.