



Health & Human Services  
Agency  
**COUNTY OF TULARE**  
**AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

J STEVEN WORTHLEY  
District Four

MIKE ENNIS  
District Five

**AGENDA DATE:** April 24, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Vienna Barnes PHONE: 624-8075

**SUBJECT:** Approve an agreement with Central Valley Recovery Services, Inc.

**REQUEST(S):**

That the Board of Supervisors:

1. Approve an agreement with Central Valley Recovery Services, Inc. in the amount not to exceed \$208,925 for provision of substance abuse treatment services to TulareWORKs clients effective from July 1, 2018 through June 30, 2019; and
2. Authorize the Chairman of the Board to sign three (3) copies of the agreement.

**SUMMARY:**

The Tulare County Health and Human Services Agency recognizes the importance of providing services that address the Substance abuse barrier. This barrier can impede a client's ability to participate in Welfare-to-Work activities that help them become self-sufficient and obtain or maintain full-time employment. In addition, Welfare and Institutions Code section 11325.8(a) and Assembly Bill 74 (Chapter 21, Statutes of 2013) require the county to include a plan for the provision of substance abuse treatment services to CalWORKs recipients.

Assembly Bill 74 established the Family Stabilization program in California effective January 1, 2014. The Family Stabilization program provides additional funding to counties for the provision of intensive case management, increased engagement and an enhanced level of service for TulareWORKs families in crisis. The program is designed to ensure a basic level of stability in the family unit and thereby increase the likelihood of parental engagement in employment or activities that lead to self-

**SUBJECT:** Approve an agreement with Central Valley Recovery Services, Inc.  
**DATE:** April 24, 2018

sufficiency. A reporting component, implemented April 1, 2014, requires counties to submit detailed information about the clients served under the Family Stabilization program and must include a plan to address barriers.

The Tulare County Health and Human Services Agency released a Request for Proposal 14-009 in May 2013 for Substance Use Disorder Services. Through the Request For Proposal process, three (3) proposals were received for Substance Use Disorder Services. The proposals were reviewed, and the Request For Proposal review team recommended that Tulare County Health and Human Services Agency award the contract to Central Valley Recovery Services, Inc.

Central Valley Recovery Services, Inc. during the administration of the 2017/2018 program, has demonstrated the necessary expertise to deliver a successful program. In addition, Central Valley Recovery Services, Inc. offers a variety of services, including substance abuse assessment, diagnosis, treatment and aftercare services to meet the needs of TulareWORKs clients that are referred by TulareWORKs case management staff. Under the current agreement, Central Valley Recovery Services, Inc. has provided services to 39 TulareWORKs clients through January 2018. Reports have been consistently provided detailing information regarding the clients served to ensure all reporting requirements of the Family Stabilization program are met.

Under the 2018/2019 agreement, Central Valley Recovery Services, Inc. will complete an assessment for a minimum of 72 clients and place a minimum of 57 clients into a substance abuse treatment program. Based on the assessment of individual needs, treatment programs will include in-patient treatment and aftercare services for 1 year from the client's date of entry into the program or outpatient treatment with specified individual counseling sessions.

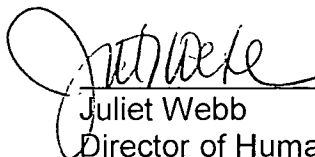
**FISCAL IMPACT/FINANCING:**

This agreement is funded with State/Federal funds. The \$208,925 for this agreement will be included in the Fiscal Year 2018/2019 budget. There is no additional net cost to the County General Fund.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes a Quality of Life initiative that encourages innovative provision of quality supportive services for at-risk adults, youth and children in state and federally mandated programs. This agreement increases the ability to fulfill that obligation by providing services that remove barriers to employment and self-sufficiency for TulareWORKs clients.

**ADMINISTRATIVE SIGN-OFF:**

  
\_\_\_\_\_  
Juliet Webb  
Director of Human Services

**SUBJECT:** Approve an agreement with Central Valley Recovery Services, Inc.  
**DATE:** April 24, 2018

cc: Auditor-Controller  
County Counsel  
County Administrative Office (2)

Attachment(s) Agreement

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE AN  
AGREEMENT WITH CENTRAL VALLEY  
RECOVERY SERVICES, INC.

)  
) Resolution No. \_\_\_\_\_  
) Agreement No. \_\_\_\_\_  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Approved an agreement with Central Valley Recovery Services, Inc. in the amount not to exceed \$208,925 for provision of substance abuse treatment services to TulareWORKs clients effective from July 1, 2018 through June 30, 2019; and
2. Authorized the Chairman of the Board to sign three (3) copies of the agreement.

TULARE COUNTY AGREEMENT NO. \_\_\_\_\_

COUNTY OF TULARE  
HEALTH & HUMAN SERVICES AGENCY  
SERVICES AGREEMENT

**THIS AGREEMENT** ("Agreement") is entered into as of \_\_\_\_\_ between the **COUNTY OF TULARE**, a political subdivision of the State of California ("COUNTY"), and **CENTRAL VALLEY RECOVERY SERVICES, INC.**, ("CONTRACTOR"). COUNTY and CONTRACTOR are each a "Party" and together are the "Parties" to this Agreement, which is made with reference to the following:

- A. COUNTY wishes to retain the services of the CONTRACTOR to provide alcohol and drug services to TulareWORKs clients; and
- B. CONTRACTOR has the experience and qualifications necessary to perform the services as needed by the COUNTY'S TulareWORKs program; and
- C. CONTRACTOR is willing to enter into this Agreement with COUNTY upon the terms and conditions set forth herein.

**THE PARTIES AGREE AS FOLLOWS:**

- 1. **TERM:** This Agreement becomes effective as of July 1, 2018 and expires at 11:59 PM on June 30, 2019 unless earlier terminated as provided below, or unless the Parties extend the term by a written amendment to this Agreement.
- 2. **SERVICES:** See attached Exhibits A
- 3. **PAYMENT FOR SERVICES:** See attached Exhibits B
- 4. **INSURANCE:** Before approval of this Agreement by COUNTY, CONTRACTOR must file with the Clerk of the Board of Supervisors evidence of the required insurance as set forth in the attached **Exhibit C**.
- 5. **GENERAL AGREEMENT TERMS AND CONDITIONS:** COUNTY'S "General Agreement Terms and Conditions" are hereby incorporated by reference and made a part of this Agreement as if fully set forth herein. COUNTY'S "General Agreement Terms and Conditions" can be viewed at <http://tularecountycounsel.org/default/index.cfm/public-information/>
- 6. **ADDITIONAL EXHIBITS:** CONTRACTOR shall comply with the terms and conditions of the Exhibits listed below and identified with a checked box, which are by this reference made a part of this Agreement. Complete Exhibits D, E, F, G, G-1, and H can be viewed at <http://tularecountycounsel.org/default/index.cfm/public-information/>

**COUNTY OF TULARE  
HEALTH & HUMAN SERVICES AGENCY  
SERVICES AGREEMENT**

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<input checked="" type="checkbox"/>	<b>Exhibit D</b>	Health Insurance Portability and Accountability Act (HIPAA) Business Associate Agreement
<input checked="" type="checkbox"/>	<b>Exhibit E</b>	Cultural Competence and Diversity
<input type="checkbox"/>	<b>Exhibit F</b>	Information Confidentiality and Security Requirements
<input type="checkbox"/>	<b>Exhibit G</b>	Contract Provider Disclosures ( <u>Must be completed by Contractor and submitted to County prior to approval of agreement.</u> )
<input type="checkbox"/>	<b>Exhibit G1</b>	National Standards for Culturally and Linguistically Appropriate Services (CLAS) in Health and Health Care
<input type="checkbox"/>	<b>Exhibit H</b>	Additional terms and conditions for federally-funded contracts
<input type="checkbox"/>	<b>Exhibit ____</b>	[Insert name of any other exhibit needed and attach]

**7. NOTICES:** (a) Except as may be otherwise required by law, any notice to be given must be written and must be either personally delivered, sent by facsimile transmission or sent by first class mail, postage prepaid and addressed as follows:

**COUNTY:**

TULARE COUNTY HEALTH AND HUMAN  
SERVICES AGENCY  
5957 S. Mooney Blvd.  
Visalia, CA 93277  
Phone No.: 559-624-8000  
Fax No.: 559-713-3718

**With a Copy to:**

COUNTY ADMINISTRATIVE OFFICER  
2800 W. Burrel Ave.  
Visalia, CA 93291  
Phone No.: 559-636-5005  
Fax No.: 559- 733-6318

**CONTRACTOR:**

CENTRAL VALLEY RECOVERY SERVICES, INC.  
320 W. Oak Ave, Ste A  
Visalia, CA 93291  
Phone No.: 559-625-3808  
Fax No.: 559-625-2995

(b) Notice personally delivered is effective when delivered. Notice sent by facsimile transmission is deemed to be received upon successful transmission. Notice sent by first class mail will be deemed re-

COUNTY OF TULARE  
HEALTH & HUMAN SERVICES AGENCY  
SERVICES AGREEMENT

ceived on the fifth calendar day after the date of mailing. Either Party may change the above address by giving written notice under this section.

**8. AUTHORITY:** CONTRACTOR represents and warrants to COUNTY that the individual(s) signing this Agreement on its behalf are duly authorized and have legal capacity to sign this Agreement and bind CONTRACTOR to its terms. CONTRACTOR acknowledges that COUNTY has relied upon this representation and warranty in entering into this Agreement.

**9. COUNTERPARTS:** The Parties may sign this Agreement in counterparts, each of which is an original and all of which taken together form one single document.

**THE PARTIES,** having read and considered the above provisions, indicate their agreement by their authorized signatures below.

CENTRAL VALLEY RECOVERY SERVICES, INC.

Date: 3-27-18

By [Signature]

Print Name Gailord Swisegood

Title Board Chair

Date: 3-27-18

By [Signature]

Print Name HAROLD F. WYATT

Title SEC.

[Pursuant to Corporations Code section 313, County policy requires that contracts with a Corporation be signed by both (1) the chairman of the Board of Directors, the president or any vice-president (or another officer having general, operational responsibilities), and (2) the secretary, any assistant secretary, the chief financial officer, or any assistant treasurer (or another officer having recordkeeping or financial responsibilities), unless the contract is accompanied by a certified copy of a resolution of the corporation's Board of Directors authorizing the execution of the contract. Similarly, pursuant to California Corporations Code section 17703.01, County policy requires that contracts with a Limited Liability Company be signed by at least two managers, unless the contract is accompanied by a certified copy of the articles of organization stating that the LLC is managed by only one manager.]

COUNTY OF TULARE

Date: \_\_\_\_\_

By \_\_\_\_\_

Chairman, Board of Supervisors

ATTEST: MICHAEL C. SPATA  
County Administrative Officer/Clerk of the Board  
of Supervisors of the County of Tulare

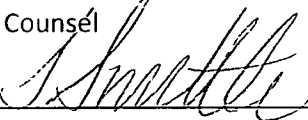
By \_\_\_\_\_  
Deputy Clerk

COUNTY OF TULARE  
HEALTH & HUMAN SERVICES AGENCY  
SERVICES AGREEMENT

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Approved as to Form  
County Counsel

By



Deputy

Matter #

2018335

4/2/2018



**CENTRAL VALLEY RECOVERY SERVICES, INC. (CVRS)**  
**July 1, 2018 through June 30, 2019**

**Administration**  
**320 West Oak Avenue, Suite A**  
**Visalia, California 93291**  
**559-625-2995**

Tulare County recognizes the importance of services that address client issues resulting from drug and alcohol use/abuse. The Welfare and Institution Code section 11325.8(a) requires the county to include a plan for the provision of substance abuse treatment services. Substance abuse treatment services offered through Central Valley Recovery Services, Inc. (CVRS) will include evaluations/assessments, substance abuse treatment and counseling services.

**CVRS will provide the following services:**

- CVRS will provide alcohol and drug services to TulareWORKs clients, contingent upon available funding
- TulareWORKs will determine the client's need for services based on the program screening process
- TulareWORKs staff will complete a referral form informing CVRS of the client's alcohol and drug barrier(s)
- The referral will be sent to CVRS within 24 hours of the identified need
- Upon receipt of the referral, CVRS will contact the client and complete an assessment
- CVRS will contact the TulareWORKs staff with the outcome of the initial contact within 72 hours from the date CVRS receives the referral
- CVRS is responsible to notify the TulareWORKs staff monthly of the status of each client's engagement in the program
- CVRS shall carbon copy (CC) [ICM@tularehhsa.org](mailto:ICM@tularehhsa.org) along with TulareWORKs lead staff; when submitting the initial contact and/or monthly status to the TulareWORKs staff.
- Costs for the term of this agreement shall not exceed \$208,925 in fiscal year 2018-2019.

**Orientation:**

- CVRS will attend District Office Orientations minimum of two times per week, on an as needed basis
- One CVRS staff will facilitate the orientations for a total of two hours per week
- CVRS will be reimbursed \$50.00 per orientation
- This cost shall be included in the CVRS invoice and shall include a listing that includes: date of orientation, location of orientation and name of CVRS staff facilitating orientation

### Assessments.

- CVRS will complete up to 72 one-on-one assessments of clients who are referred by TulareWORKs
- The cost per client will be \$150.00
- Clients will be screened to determine whether or not they have an alcohol or drug problem and, if so, what level of treatment is indicated

### After Care:

Because after care is critical for the continued success of those patients completing their rehabilitation program.

CVRS will:

- Provide “After Care” services, to those clients. There will be a \$5.00 cost per unit of service per client.

### Service Facilities:

#### **MEN’S RESIDENTIAL SERVICES PINE RECOVERY CENTER/ROBERTSON RECOVERY**

The men’s recovery programs, Pine Recovery Center and Robertson Recovery, are 90-day substance abuse treatment programs for males, 18 years of age and older. Pine Recovery Center offers 26 treatment beds, and one bed for non-medical withdrawal management. Robertson Recovery is a 29 bed facility, with one withdrawal management bed. Primary residential treatment is followed by 9 months of Continuing Care, (Aftercare). The evidence-based curriculum used is “Living in Balance”. Additional education and training is given in other areas, such as health, life skills, parenting, recreation and socialization.

Men’s Residential Services will:

- Provide 2 beds for detoxification
- Provide 10 beds for residential treatment
- Will serve no less than 10 TulareWORKs clients for an average cost per client not to exceed \$5,850 for residential for up to 90 days, and, upon the approval of TulareWORKs, can be extended if recommended by the treatment team. Clients who do not remain in treatment can be replaced with subsequent referrals provided by TulareWORKs

#### **NEW VISIONS**

New Visions is a substance abuse treatment program for women, 18 years of age and older. This 23-bed program offers non-medical detox and primary residential treatment. Primary treatment is followed with continuing care (Aftercare) until 1 year from the client’s date of entry into the

program. The evidence-based curriculum used is *Living in Balance*. Additional education and training is provided in other areas such as health, life skills, parenting, recreation and socialization.

New Visions will:

- Serve no less than 12 TulareWORKs clients for a cost per client not to exceed \$5,850. Fiscal Year 2018-2019. The residential services include treatment for up to 90 days, and, upon the approval of TulareWORKs, can be extended if recommended by the treatment team. Clients who do not remain in treatment can be replaced with subsequent referrals provided by TulareWORKs.

## **MOTHERING HEIGHTS**

Mothering Heights is a substance abuse treatment program for pregnant, post-partum and parenting women, 18 years of age and older. This 10 bed program offers primary residential treatment, followed with continuing care (Aftercare) until 1 year from the client's date of entry into the program. The evidence-based curricula used is *Helping Women Recover* and *Living in Balance*. Additional education and training is provided in other areas, such as health, life skills, parenting, recreation and socialization.

Mothering Heights will:

- Serve a minimum of 10 women with 1 and possibly 2 children (up to 2 years of age) for in-patient treatment for a cost per family not to exceed an average of \$9,900. Fiscal Year 2018-2019. Clients who do not remain in treatment can be replaced with subsequent referrals provided by TulareWORKs

## **NEW HEIGHTS OUTPATIENT SERVICES**

New Heights offers outpatient, intensive outpatient, and perinatal substance abuse treatment services for adults 18 years of age and older. Outpatient consists of 1 individual counseling session plus 3 groups weekly for a minimum of 14 weeks. Intensive outpatient consists of 1 individual counseling session plus 3-3hour groups weekly for a minimum of 14 weeks. Perinatal outpatient consists of 1 individual counseling session plus 3 groups weekly for a minimum of 14 weeks. Spanish speaking groups are provided as needed.

The evidence-based curriculum used is *Living in Balance*. Perinatal Outpatient uses *Beyond Trauma*. Women's groups are held for the purpose of addressing women-specific issues. New Heights offers services in the evenings to accommodate clients who work during the day.

New Heights will:

- Serve no less than 25 TulareWORKs clients
- Cost shall not exceed \$2,104 per client in FY 2018-2019
- Provide individual and group counseling services as outpatients. Clients who do not remain in outpatient treatment can be replaced with subsequent referrals provided by TulareWORKs

### **CVRS Reporting and Payment:**

CVRS will:

- Submit an invoice/payment request to the Health and Human Services Agency/TulareWORKs (HHSA/TW) that includes: invoice/payment request in a format approved by HHSA/TW that shall include an itemized listing of all expenses and the number of clients served. The invoice shall be submitted by the 10<sup>th</sup> of the month following rendered services.

CVRS will provide other reports and documentation as requested by HHSA/TW to monitor the program activities and expenditures.

CVRS shall complete a monthly tracking form and include the client's name, date of birth, case number, and services received by the client. The monthly tracking form will accompany the invoice in order for payment to commence.

CVRS will maintain records of all clients on site for audit purposes.

### **Monitoring/Oversight:**

CVRS will attend, in person, scheduled meetings on an as-needed basis to engage and collaborate with TulareWORKs on service needs and/or any issues that arise during the contract period.

### **Charges to clients for services:**

Clients will not be charged for any services provided to them by CVRS; this includes "After Care". Services provided to clients that are not eligible for CalWORKs cannot be charged to this agreement.

### **TulareWORKs will provide the following:**

Review and pay invoices submitted by CVRS on a monthly basis.

### **CONTACT INFORMATION:**

Administration  
Shirley Kluver, Chief Executive Officer  
Mia Pena-Cohen, Administrative Assistant  
320 West Oak Avenue, Suite A  
Visalia, California 93291  
(P) 625-2995, (FAX) 625-3808  
[shirleykcvrs@att.net](mailto:shirleykcvrs@att.net) or [mia@cvrshome.org](mailto:mia@cvrshome.org)

Referral Coordinator  
Victoria Philippe, Outpatient Services Director  
1731 West Walnut Avenue  
Visalia, California 93277  
(P) 732-4885; (FAX) 732-8289  
[victoria@cvrshome.org](mailto:victoria@cvrshome.org)

Women's Programs

Michelle Pina, Women's Services Director  
New Visions, Mothering Heights, New Hope  
1425 East Walnut Avenue  
Visalia, California 93292  
(P) 625-4072; (FAX) 625-4729  
[michelle@cvrshome.org](mailto:michelle@cvrshome.org)

Men's Programs

Steve Cummings, Men's Services Director  
Pine Recovery Center  
120 West School Avenue  
Visalia, California 93291  
(P) 625-4100; (FAX) 625-1970  
[steve@cvrshome.org](mailto:steve@cvrshome.org)

**Exhibit B**  
**CENTRAL VALLEY RECOVERY SERVICES, INC.**  
**REVENUE BUDGET, TulareWORKs**  
**FISCAL YEAR 2018/2019**

**PINE RECOVERY CENTER, NEW VISIONS**  
**MOTHERING HEIGHTS, NEW HEIGHTS**

COUNTY REVENUE	Men's Residential Services	New Visions	Mothering Heights	New Heights OP	Total
TulareWORKs	20,893	29,250	136,211	22,571	208,925
<b>Total County Revenue</b>	<b>\$ 20,893</b>	<b>\$ 29,250</b>	<b>\$ 136,211</b>	<b>\$ 22,571</b>	<b>\$ 208,925</b>

**SUMMARY OF RESIDENTIAL SERVICES BY PROGRAM**

\$ - \$ -

RESIDENTIAL UNITS OF SERVICE	Men's Residential Services	New Visions Bed Days	Mothering Heights Bed Days
TulareWORKs	321	450	1,238

RESIDENTIAL COST PER UNITS OF SERVICE	Pine Recovery Center Bed Days	New Visions Bed Days	Mothering Heights
TulareWORKs	\$ 65 00	\$ 65 00	\$ 110.00
	\$ 20,893	\$ 29,250	136,211

**SUMMARY OF OUTPATIENT SERVICES BY PROGRAM**

UNITS OF SERVICE	OP
Assessments	60
Individual	91
Group	188
Aftercare	176
Orientation	50

COST, UNIT OF SERVICE	OP
Assessments	\$ 150 00
Individual	\$ 50 00
Group	\$ 30 00
Aftercare	\$5 00
Orientation	\$50 00

**Exhibit B**  
**CENTRAL VALLEY RECOVERY SERVICES, INC.**  
**Budget, TulareWORKs**  
**FISCAL YEAR 2018/2019**

	Men's	NV	MH	NH	
<b>Operating Expenses:</b>	Amount	Amount	Amount	Amount	Total
Food	\$1,830	\$2,449	\$ 6,863	\$ 512 08	\$ 11,654
Supplies, Daily	\$1,010	\$1,489	\$ 6,091	\$ 1,034 66	\$ 9,625
Supplies, Other	\$1,063	\$1,187	\$ 2,353	\$ 833 92	\$ 5,436
Utilities	\$884	\$816	\$ 5,150	\$ 631 76	\$ 7,481
Telephone	\$353	\$340	\$ 2,755	\$ 363 80	\$ 3,812
Mileage	\$50	\$17	\$ 656	\$ 119 20	\$ 842
Auto Expenses	\$202	\$398	\$ 2,628	\$ -	\$ 3,228
Office Supplies	\$267	\$505	\$ 2,014	\$ 243 64	\$ 3,030
Equipment Lease	\$56	\$224	\$ 1,142	\$ 271 78	\$ 1,693
Insurance	\$166	\$190	\$ 1,887	\$ 209 32	\$ 2,453
Professional Services	\$384	\$1,331	\$ 9,252	\$ 715 20	\$ 11,683
License & Certification	\$104	\$0	\$ 983	\$ -	\$ 1,087
Education Supplies	\$387	\$399	\$ 656	\$ 530 20	\$ 1,972
Recreational Expense	\$258	\$493	\$ 656	\$ 529 25	\$ 1,936
Repairs & Maintenance	\$212	\$556	\$ 3,944	\$ 459.16	\$ 5,171
Rent	\$369	\$986	\$ 7,931	\$ 953 60	\$ 10,240
Depreciation, See Supplement	\$249	\$1,043	\$ 634	\$ -	\$ 1,927
Interest	\$21	\$76	\$ -	\$ -	\$ 96
Staff Training	\$249	\$792	\$ 3,283	\$ 572 16	\$ 4,897
Miscellaneous	\$45	\$2	\$ 33	\$ 24 68	\$ 104
<b>Total Operating Expenses</b>	\$8,158	\$13,293	\$ 58,911	\$ 8,004	\$ 88,366
Salaries & Benefits	\$10,009	\$12,142	\$ 57,364	\$13,796	\$ 93,311
Administration	\$2,725	\$3,815	\$ 19,937	\$ 770.37	\$ 27,248
<b>TOTAL EXPENSES</b>	\$ 20,893	\$ 29,250	\$ 136,211	\$ 22,571	\$ 208,925

**Exhibit B**  
**CENTRAL VALLEY RECOVERY SERVICES, INC.**  
**Budget, TulareWORKs**  
**FISCAL YEAR 2018/2019**

EXPENSES	Men's Services		New Visions		Mothering Heights		New Heights OP		Total	
	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount	FTE	Amount
<b>Salaries:</b>										
Executive Dir	0 0060	\$ 528	0 0005	\$ 46	0 0042	\$ 386	0 0008	\$ 73	0 012	1,033
Bookkeeper	0 0060	\$ 209	0 0005	\$ 18	0 0042	\$ 153	0 0008	\$ 29	0 012	409
Admin Asst	0 0060	\$ 83	0 0005	\$ 7	0 0042	\$ 58	0 0008	\$ 11	0 012	159
Men's Svc Dir	0 0320	\$ 2,220							0 032	2,220
Rec Spec	0 0416	\$ 1,414							0 042	1,414
Rec Spec	0 0416	\$ 1,414							0 042	1,414
Rec Spec	0 0250	\$ 753							0 025	753
Rec Spec	0 0320	\$ 1,089							0 032	1,089
Women's Svc Dir			0 0182	\$ 1,261	0 1105	\$ 7,687			0 129	8,948
Prog Coord			0 0438	\$ 1,776					0 044	1,776
Rec Spec			0 0535	\$ 1,730					0 054	1,730
Rec Spec			0 0535	\$ 1,645					0 054	1,645
Rec Spec			0 0535	\$ 1,404					0 054	1,404
Rec Spec			0 0535	\$ 1,404					0 054	1,404
Prog Coord					0 3352	\$ 14,249			0 335	14,249
Rec Spec					0 3352	\$ 11,410			0 335	11,410
Rec Spec					0 3352	\$ 10,088			0 335	10,088
Outpatient Svc Dir							0 0843	\$ 4,982	0 084	4,982
Rec Spec							0 0843	\$ 2,351	0 084	2,351
Rec Spec							0 1203	\$ 3,128	0 120	3,128
<b>Total Salaries</b>	0 190	\$ 7,710	0 278	\$ 9,291	1 129	\$ 44,031	0 2913	\$ 10,574	1 888	71,606
<b>Fringe Benefits:</b>	Amount		Amount		Amount		Amount		Amount	
Social Security	\$ 474		\$ 583		\$ 2,728		\$ 660		4,445	
MediCare	\$ 110		\$ 136		\$ 640		\$ 155		1,041	
SUI	\$ 202		\$ 248		\$ 1,163		\$ 281		1,894	
Workers Comp	\$ 353		\$ 435		\$ 2,036		\$ 493		3,317	
Health Insurance	\$ 878		\$ 1,081		\$ 5,065		\$ 1,225		8,249	
<b>Subtotal</b>	\$ 2,017		\$ 2,483		\$ 11,632		\$ 2,814		18,946	
Retirement	\$ 229		\$ 282		\$ 1,322		\$ 319		2,152	
Bonus	\$ 53		\$ 86		\$ 379		\$ 89		607	
<b>Total Fringe Benefits</b>	\$ 2,299		\$ 2,851		\$ 13,333		\$ 3,222		21,705	

Total Salaries & Fringe	\$ 10,009	\$ 12,142	\$ 57,364	\$ 13,796	\$ 93,311
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# EXHIBIT C

## PROFESSIONAL SERVICES CONTRACTS INSURANCE REQUIREMENTS

CONTRACTOR shall provide and maintain insurance for the duration of this Agreement against claims for injuries to persons and damage to property which may arise from, or in connection with, performance under the Agreement by the CONTRACTOR, his agents, representatives, employees and subcontractors, if applicable.

### A. Minimum Scope & Limits of Insurance

1. Coverage at least as broad as Commercial General Liability, insurance Services Office Commercial General Liability coverage occurrence form GC 00 01, with limits no less than \$1,000,000 per occurrence including products and completed operations, property damage, bodily injury and personal & advertising injury. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Insurance Services Office Form Number CA 00 01 covering Automobile Liability of \$1,000,000 per occurrence including any auto or, if the CONTRACTOR has no owned autos, hired and non-owned auto coverage. If an annual aggregate applies it must be no less than \$2,000,000.
3. Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. Professional Liability (Errors and Omissions) insurance appropriate to the CONTRACTOR's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

### B. Specific Provisions of the Certificate

1. If the required insurance is written on a claims made form, the retroactive date must be before the date of the contract or the beginning of the contract work and must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract work.
2. CONTRACTOR must submit endorsements to the General Liability reflecting the following provisions:
  - a *The COUNTY, its officers, agents, officials, employees and volunteers are to be covered as additional insureds as respects, liability arising out of work or operations performed by or on behalf of the CONTRACTOR including material, parts, or equipment furnished in connection with such work or operations*
  - b *For any claims related to this project, the CONTRACTOR's insurance coverage shall be primary insurance as respects the COUNTY, its officers, agents, officials, employees and volunteers Any insurance or self-insurance maintained by the COUNTY, its officers, agents, officials, employees or volunteers shall be excess of the CONTRACTOR's insurance and shall not contribute with it*
  - c *CONTRACTOR hereby grants to COUNTY a waiver of any right to subrogation which any insurer of CONTRACTOR may acquire against the county by virtue of the payment of any loss under such insurance CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the COUNTY has received a waiver of subrogation endorsement from the insurer*

*d Each insurance policy required by this agreement shall be endorsed to state that coverage shall not be canceled by either party, except after written notice has been provided to the County.*

3. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the COUNTY for all work performed by the CONTRACTOR, its employees, agents and subcontractors. CONTRACTOR waives all rights against the COUNTY and its officers, agents, officials, employees and volunteers for recovery of damages to the extent these damages are covered by the workers compensation and employers liability.

C. Deductibles and Self-Insured Retentions

Self-insured retentions must be declared and the COUNTY Risk Manager must approve any deductible or self-insured retention that exceeds \$100,000.

D. Acceptability of Insurance

Insurance must be placed with insurers with a current rating given by A.M. Best and Company of no less than A-VII and a Standard & Poor's Rating (if rated) of at least BBB and from a company approved by the Department of Insurance to conduct business in California. Any waiver of these standards is subject to approval by the County Risk Manager.

E. Verification of Coverage

Prior to approval of this Agreement by the COUNTY, the CONTRACTOR shall file with the submitting department, certificates of insurance with original endorsements effecting coverage in a form acceptable to the COUNTY. Endorsements must be signed by persons authorized to bind coverage on behalf of the insurer. The COUNTY reserves the right to require certified copies of all required insurance policies at any time.