

## FIRST AMENDMENT TO AGREEMENT

Tulare County Agreement Number 24289 is amended on \_\_\_\_\_, between the **COUNTY OF TULARE**, hereinafter referred to as “**COUNTY**” and **KINGS VIEW CORPORATION**, hereinafter referred to as ‘**CONTRACTOR**’ with reference to the following:

A. The COUNTY and CONTRACTOR entered Agreement No. 24289 on November 3, 2009 for the purpose of providing Mental Health services for patients of the COUNTY'S Mental Health Program under the Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Program.

B. The COUNTY and CONTRACTOR agree to amend Agreement No. 24289 to update Exhibits "B" and "B-3."

C. This amendment shall become effective July 1, 2010.

**ACCORDINGLY, IT IS AGREED:**

I. Effective July 1, 2010 Exhibit "B" entitled Compensation is hereby substituted in its entirety with the attached Exhibit "B," which Exhibit is made a part of this Agreement by reference.

II. Effective July 1, 2010 Exhibit "B-3" entitled Budget is hereby substituted in its entirety with the attached Exhibit "B-3," which Exhibit is made a part of this Agreement by reference.

III. Except as provided above, all other terms and conditions of Agreement No. 24289 shall remain in full force and effect.

[illegible]

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

**COUNTY OF TULARE**

By \_\_\_\_\_  
Chairman, Board of Supervisors

**ATTEST: JEAN M. ROUSSEAU**  
County Administrative Officer/Clerk of the Board  
Of Supervisors of the County Of Tulare

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

**KINGS VIEW CORPORATION**

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

By [Signature]  
Title CEO

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

By [Signature]  
Title Executive Director

Corporations Code section 313 requires that contracts with a corporation shall be signed by the (1) chairman of the Board, the president or any vice-president and (2) the secretary, any assistant, the chief financial officer, or any assistant treasurer; unless the contract is also accompanied by a certified copy of the Board of Directors resolution authorizing the execution of the contract.

Approved as to Form  
County Counsel

By [Signature]  
Deputy 2010610

Dated 6/4/10

H:\2011CONTRACTS\Kings View Warm Line\1<sup>st</sup> Amendment.doc



**Exhibit "B"**  
**Compensation**  
**Fiscal Years 2009/10 and 2010/11**  
*(amended 7/1/10)*

**Contractor: Kings View Corporation**

**Program: Reducing Disparities in Access to Mental Health:  
Warm Line, Spanish and English Program**

**1. REIMBURSEMENT**

- a. COUNTY agrees to compensate CONTRACTOR for allowed costs incurred as detailed in Exhibit "B-3," subject to any maximums and annual cost report reconciliation.
- b. COUNTY shall not be obligated to compensate CONTRACTOR for services rendered by CONTRACTOR during a non-authorized period (e.g., after a Service Block has expired), or for unauthorized services, i.e., scheduling for services in excess of what is set forth in Exhibit "A," no-shows, or for services provided to ineligible individuals.
- c. CONTRACTOR shall maintain and make available to COUNTY records of all revenue and grant reimbursement paying for all or part of staff assigned to the Mental Health Services Act Warm Line, Spanish and English Program.
- d. It is COUNTY's expectation that required reports will be submitted within 30 days of the end of each month. CONTRACTOR may not be paid if required reports are not submitted in a timely manner.
- e. COUNTY agrees to make all payments under this Agreement to CONTRACTOR within thirty (30) days of CONTRACTOR's submission of all required documentation and in accordance with COUNTY's normal payment cycle.

**2. REIMBURSEMENT CATEGORY**

- a. Mental Health Services Act
  - o Non-Medi-Cal Operational/Administration expenditure cost may be reimbursed up to a maximum total of \$324,233 for Fiscal Years 2009/2010 and 2010/2011. The CONTRACTOR understands and agrees that the COUNTY may not make payments to the CONTRACTOR above the Mental Health Services Act Warm Line, Spanish and English Program maximum unless an amendment to the contract maximum is approved by the Tulare County Board of Supervisors.

The amounts noted above are set forth in the budgets, attached hereto as Exhibit "B-3" and incorporated herein by reference. The budget as defined in Exhibit "B-3" may be adjusted by CONTRACTOR between line-items in amounts not to exceed ten percent (10%) without COUNTY approval. Adjustments made by CONTRACTOR between line-items exceeding ten percent (10%) must be approved by the Tulare County Director of Mental Health. No change to the contract maximum may be made unless an amendment to this agreement is approved by the Tulare County Board of Supervisors.

**3. INVOICING**

- a. CONTRACTOR shall submit monthly invoices to the Mental Health Services Act Unit for expenditures incurred, no later than fourteen days after the end of the month in which those expenditures were incurred.
- b. CONTRACTOR shall submit invoices for operating expenditures incurred using the format detailed in Exhibit "B-4."

**Exhibit "B-3"**  
**FY 2009/2010 and 2010/2011 Budget**

**Contractor: Kings View Corporation**

**Program: Reducing Disparities in Access to Mental Health Services – Community Warm  
Line - English & Spanish**

<b><u>PERSONNEL</u></b>	<b><u>FTE's</u></b>		
<b>Direct Services</b>	09/10	10/11	
Program Director	0.13	0.32	\$37,763
Project Coordinator	1.00	1.00	76,116
Personal Care Specialists	1.13	2.46	67,400
<b>Total Direct</b>			<b>\$181,279</b>
<b>Support &amp; Indirect</b>			
Clerical		0.00	0
<b>Total Indirect</b>			<b>\$0</b>
<b>Benefits &amp; Taxes ( % )</b>			<b>\$28,153</b>
<b>TOTAL PERSONNEL COST</b>			<b>\$209,432</b>
<b><u>OPERATING EXPENSES</u></b>			
<b>Communications Costs</b>			
Non Recurring Equipment			\$6,925
Recurring Communication			\$24,170
Software Development			\$4,000
Software Maintenance/Training			\$4,500
<b>Staff supports for direct service:</b>			
Mileage			\$4,000
<b>General Office Expense:</b>			
Office /rent			\$3,265
Printing/Brochures			\$8,780
Postage			\$650
Utilities/Maintenance			\$1,940
Office/Admin Supplies			\$1,750
Liability Insurance			\$3,200
<b>Training &amp; Conferences:</b>			
Warm Line Training			\$3,000
<b>Program Oversight and Evaluation:</b>			
Corp Allocation			\$48,621
<b>Indirect cost or overhead percentage 15%</b>			
<b>TOTAL OPERATING EXPENSES</b>			<b>\$324,233</b>

**Exhibit "B-3"**  
**FY 2009/2010 and 2010/2011 Budget**

**Contractor: Kings View Corporation**  
**Program: Reducing Disparities in Access to Mental Health Services – Community Warm**  
**Line - English & Spanish**

**Budget Narrative FY 2009-2010 & FY 2010-2011**

**Personnel/Salaries**

Classification

Program Director	\$37,763
Manages and oversees all aspects of the program.	
 Project Coordinator	 \$76,116
Oversees all aspects of project.	
 Personal Care Specialists	 \$67,400
Warm Line phone coverage.	

**Payroll Taxes and Benefits:**

Taxes and Benefits were calculated using the most reasonable method for each type of tax or benefit. Actual mandated percentages were used for taxes. Benefit lines were determined by a review of the actual costs for each employee based on the benefit packages they are enrolled in. Personal Care Specialists are contracted positions with no taxes or benefits costs.

\$28,153

**Communications:**

Communication costs consist of one-time equipment costs, recurring communication costs, Software development and software maintenance and training.

Non Recurring Equipment costs were substantially below the last budget revision. We have purchased only 3 Netbooks for the PCS use. Cell phones were free with plan enrollment. No computer equipment was purchased for the coordinator position; existing equipment will be utilized. Majority of cost is for the supporting Voice Main System that will allow the Warm line to be forwarded automatically between the cell phones carried by the PCSs.

Non Recurring Equipment	\$6,925
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**Exhibit "B-3"**  
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**Program: Reducing Disparities in Access to Mental Health Services – Community Warm**  
**Line - English & Spanish**

Recurring Communication costs include connectivity costs for warm line, cell phones and Netbooks.

Recurring Communication	\$24,170
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Software Development budget is for the database that will be used by PCSs to record call information. System is intended to be on-line so that PCSs can track recent interactions. Database will be designed by Kings View IT Department.

Software Development	\$4,000
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Software Maintenance & Training budget is for maintaining the database and training staff to utilize it.

Software Maintenance/Training	\$4,500
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**Staff Supports for direct service:**

Mileage is budgeted for the Project Coordinator only. Mileage is paid at \$0.50 per mile.

Mileage	\$4,000
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**General Office Expense:**

Office rent is budgeted at 10% of the Mobile Unit office site.

Office Rent	\$3,265
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Printing is budgeted for advertising the Warm Line.

Printing/Brochures	\$8,780
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Postage for mailings.

Postage	\$650
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Utilities and maintenance is budgeted at 10% of the Mobile Unit site expenses.

Utilities/Maintenance	\$1,940
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Office/Admin supplies for miscellaneous office supplies.

Office/Admin Supplies	\$1,750
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Liability Insurance required for all programs.

Liability Insurance	\$3,200
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**Exhibit "B-3"**  
**FY 2009/2010 and 2010/2011 Budget**

**Contractor: Kings View Corporation**  
**Program: Reducing Disparities in Access to Mental Health Services – Community Warm**  
**Line - English & Spanish**

**Training & Conferences:**

Training is budgeted for specialized training for the PCSs.

Training	\$3,000
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**Program Oversight:**

Corporate Allocation is 15% of the budget.

Corporate Allocation	\$48,621
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<b>Total Expenses</b>	<b>\$324,233</b>
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