

**AMENDMENT NO. 1 TO SERVICE AGREEMENT**

This Amendment No. 1 to Service Agreement (“Amendment No. 1”) is dated March 19, 2024 and is between Centro La Familia Advocacy Services, a California 501 C3 Non-Profit corporation (“Contractor”), and the County of Fresno, a political subdivision of the State of California (“County”).

**Recitals**

A. On March 28, 2023, the County and the Contractor entered into a service agreement, which is County agreement number A-23-130 (“Agreement”), to provide community health support and promote health intervention activities for implementation of Fresno County’s Initiative to Address COVID-19 Related Health Disparities.

B. The County and the Contractor now desire to amend the Agreement to (1) include the correct Catalog of Federal Domestic Assistance Number as the federal funding source and; (2) amend the Agreement to replace Exhibit B with Revised Exhibit B to adjust annual budget amounts to reflect year one actuals, carryover unspent funds from year one to year two, and reallocate carryover funds in the Equipment and Other Costs categories to account for previously unanticipated expenses.

The parties therefore agree as follows:

1. Section number 7.1 of the Agreement located on page Six (6) beginning at line Fourteen (14) with the word “Services” and ending at line Seventeen (17) with the number “93.323” is deleted in its entirety and replaced with the following:

“7.1 Services Funding Source. Funding for these services is provided by the US Department of Health and Human Services (HHS), Centers for Disease Control and Prevention (CDC) – Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises (Catalog of Federal Domestic Assistance Number 93.391), Department of the Treasury, Coronavirus State and Local Fiscal Recovery Funds (SLFRF) (Assistance Listing Number, formerly known as CFDA Number, 21.027), HHS,

1 CDC - Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)  
2 (Catalog of Federal Domestic Assistance Number 93.323).”

3 2. That all references in Agreement to “Exhibit B” shall be changed to read “Revised Exhibit  
4 B”. Revised Exhibit B is attached hereto and incorporated herein by this reference.

5 3. When both parties have signed this Amendment No. 1, the Agreement, and this  
6 Amendment No. 1 together constitute the Agreement.

7 4. The Contractor represents and warrants to the County that:

8 a. The Contractor is duly authorized and empowered to sign and perform its obligations  
9 under this Amendment.

10 b. The individual signing this Amendment on behalf of the Contractor is duly authorized  
11 to do so and his or her signature on this Amendment legally binds the Contractor to  
12 the terms of this Amendment.

13 5. The parties agree that this Amendment may be executed by electronic signature as  
14 provided in this section.

15 a. An “electronic signature” means any symbol or process intended by an individual  
16 signing this Amendment to represent their signature, including but not limited to (1) a  
17 digital signature; (2) a faxed version of an original handwritten signature; or (3) an  
18 electronically scanned and transmitted (for example by PDF document) version of an  
19 original handwritten signature.

20 b. Each electronic signature affixed or attached to this Amendment (1) is deemed  
21 equivalent to a valid original handwritten signature of the person signing this  
22 Amendment for all purposes, including but not limited to evidentiary proof in any  
23 administrative or judicial proceeding, and (2) has the same force and effect as the  
24 valid original handwritten signature of that person.

25 c. The provisions of this section satisfy the requirements of Civil Code section 1633.5,  
26 subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3, Part  
27 2, Title 2.5, beginning with section 1633.1).  
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d. Each party using a digital signature represents that it has undertaken and satisfied the requirements of Government Code section 16.5, subdivision (a), paragraphs (1) through (5), and agrees that each other party may rely upon that representation.

e. This Amendment is not conditioned upon the parties conducting the transactions under it by electronic means and either party may sign this Amendment with an original handwritten signature.

6. This Amendment may be signed in counterparts, each of which is an original, and all of which together constitute this Amendment.

7. The Agreement as amended by this Amendment No. 1 is ratified and continued. All provisions of the Agreement and not amended by this Amendment No. 1 remain in full force and effect.


[SIGNATURE PAGE FOLLOWS]

1 The parties are signing this Amendment No. 1 on the date stated in the introductory  
2 clause.

3 Centro La Familia Advocacy, Inc.

COUNTY OF FRESNO

4 Margarita A. Rocha  
5 Margarita A. Rocha, Executive Director



6 302 Fresno Street, Suite 102  
7 Fresno, CA 93706

Nathan Magsig, Chairman of the Board  
of Supervisors of the County of Fresno

8 **Attest:**  
9 Bernice E. Seidel  
10 Clerk of the Board of Supervisors  
11 County of Fresno, State of California

By:   
Deputy

12 For accounting use only:

13 Org No.: 56201558, 56201019, 56201022  
14 Account No.: 7295  
15 Fund No. : 0001  
16 Subclass No.: 10000  
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# Revised Exhibit B

## Health Disparities Budget

Agreement Number: 23-130											
Agreement Term: March 28, 2023 to December 31, 2024											
Organization Name: Centro La Familia Advocacy Services											
Personnel Salaries	Approved Y1 Budget 3/28/23-7/31/23	Modified Y1 Budget 3/28/23-7/31/23	Approved Y2 Budget 8/1/23-7/31/24	Modified Y2 Budget 8/1/23-7/31/24	Approved Y3 Budget 8/1/24-12/31/25	Modified Y3 Budget 8/1/24-12/31/25	Approved Total Budget	New Total Budget	Changes/Justifications		
Program Manager	\$ 24,375.00	\$ 6,807.39	\$ 60,450.00	\$ 78,000.00	\$ 26,000.00	\$ 26,000.00	\$ 110,825.00	\$ 110,807.39	Increase represents staff's qualifications, skills, and ability to effectively carryout program services. The step increase reflects staff retention and their capacity and leadership in program services. The Program Manager has more than 30 years-experience in administration of government programs. Please see attached resume.		
Community Health Worker	\$ 18,688.00	\$ 4,316.65	\$ 46,800.00	\$ 48,750.00	\$ 19,500.00	\$ 19,500.00	\$ 84,988.00	\$ 72,566.65	Increases in salary to reflect staff retention. The increases were calculated at a cost of living adjustment of \$1,950 (4%) and annual raise for staff at \$1,950 (4%) for a total increase of \$3900 or 8%.		
Community Health Worker	\$ 18,688.00	\$ 4,683.38	\$ 46,800.00	\$ 48,750.00	\$ 19,500.00	\$ 19,500.00	\$ 84,988.00	\$ 72,933.38	Increases in salary to reflect staff retention. The increases were calculated at a cost of living adjustment of \$1,950 (4%) and annual raise for staff at \$1,950 (4%) for a total increase of \$3900 or 8%.		
Community Health Worker	\$ 18,688.00	\$ 4,457.66	\$ 46,800.00	\$ 48,750.00	\$ 19,500.00	\$ 19,500.00	\$ 84,988.00	\$ 72,707.66	Increases in salary to reflect staff retention. The increases were calculated at a cost of living adjustment of \$1,950 (4%) and annual raise for staff at \$1,950 (4%) for a total increase of \$3900 or 8%.		
Community Health Worker	\$ 18,688.00	\$ 5,049.11	\$ 46,800.00	\$ 48,750.00	\$ 19,500.00	\$ 19,500.00	\$ 84,988.00	\$ 73,299.11	Increases in salary to reflect staff retention. The increases were calculated at a cost of living adjustment of \$1,950 (4%) and annual raise for staff at \$1,950 (4%) for a total increase of \$3900 or 8%.		
Program Assistant	\$ 17,063.00	\$ 2,149.68	\$ 42,900.00	\$ 48,750.00	\$ 17,875.00	\$ 17,875.00	\$ 77,838.00	\$ 68,774.68	Increases in salary to reflect staff retention. The increases includes additional job duties and case management as well as a cost of living adjustment of \$5,850 (12%) and annual raise for staff at \$1,950 (4%) for a total increase of \$7,800 or 16%.		
Public Information Officer	\$ 7,069.00	\$ 2,685.95	\$ 17,550.00	\$ 20,475.00	\$ 7,312.50	\$ 7,312.50	\$ 31,931.50	\$ 30,473.45	Increased staff FTE to meet program requirements and responsibilities		
Operations Director	\$ 6,520.00	\$ 3,886.98	\$ 16,087.50	\$ 26,813.00	\$ 6,703.13	\$ 6,703.13	\$ 29,310.63	\$ 37,403.11	Increased staff FTE to meet program requirements and responsibilities		
<b>Subtotal</b>	<b>\$ 129,779.00</b>	<b>\$ 34,036.80</b>	<b>\$ 324,187.50</b>	<b>\$ 369,038.00</b>	<b>\$ 135,890.63</b>	<b>\$ 135,890.63</b>	<b>\$ 589,857.13</b>	<b>\$ 538,965.43</b>			
<b>Benefits/Taxes/Workers Compensation</b>											
Fringe Benefits	\$ 21,218.30	\$ 4,451.24	\$ 52,296.00	\$ 54,301.00	\$ 21,402.00	\$ 21,402.00	\$ 94,916.30	\$ 80,154.24	Fringe benefits modified based on salary adjustment- does not exceed 20% of fringe benefits allowed		
Payroll Taxes	\$ 13,399.91	\$ 2,590.81	\$ 28,272.00	\$ 31,703.00	\$ 13,868.00	\$ 13,868.00	\$ 55,539.91	\$ 48,161.81	Fringe benefits modified based on salary adjustment- does not exceed 20% of fringe benefits allowed		
Workers Compensation	\$ 648.88	\$ 83.92	\$ 1,621.00	\$ 1,845.00	\$ 679.00	\$ 679.00	\$ 2,948.88	\$ 2,607.92	Fringe benefits modified based on salary adjustment- does not exceed 20% of fringe benefits allowed		
<b>Subtotal</b>	<b>\$ 35,267.09</b>	<b>\$ 7,125.97</b>	<b>\$ 82,189.00</b>	<b>\$ 87,849.00</b>	<b>\$ 35,949.00</b>	<b>\$ 35,949.00</b>	<b>\$ 153,405.09</b>	<b>\$ 130,923.97</b>			
<b>Total Personnel</b>	<b>\$ 165,046.09</b>	<b>\$ 41,162.77</b>	<b>\$ 406,376.50</b>	<b>\$ 456,887.00</b>	<b>\$ 171,839.63</b>	<b>\$ 171,839.63</b>	<b>\$ 743,262.22</b>	<b>\$ 669,889.40</b>			
<b>Equipment</b>											
Computers	\$ 12,900.00	-	-	\$ 12,900.00	-	-	\$ 12,900.00	\$ 12,900.00	No change		
Desk/Chairs	\$ 4,515.00	-	-	\$ 5,000.00	-	-	\$ 4,515.00	\$ 5,000.00	Modified due to increase costs of desk and chairs		
Communications	\$ 3,613.00	\$ 2,494.31	\$ 8,670.00	\$ 9,816.11	\$ 4,114.00	\$ 4,114.00	\$ 16,397.00	\$ 16,424.42	Modified due to increase costs for communications- VOIP, Internet, and others		
Audio/Visual Equipment	\$ 5,000.00	-	-	\$ 10,000.00	-	-	\$ 5,000.00	\$ 10,000.00	Increased line to purchase adequate equipment for outreach education, presentations		
<b>Total Equipment</b>	<b>\$ 26,028.00</b>	<b>\$ 2,494.31</b>	<b>\$ 8,670.00</b>	<b>\$ 37,716.11</b>	<b>\$ 4,114.00</b>	<b>\$ 4,114.00</b>	<b>\$ 38,812.00</b>	<b>\$ 44,324.42</b>			
<b>Supplies</b>											
General Office Supplies	\$ 3,025.00	\$ 2,510.67	\$ 7,980.00	\$ 9,000.00	\$ 3,260.00	\$ 3,260.00	\$ 14,265.00	\$ 14,770.67	Increased due to need of additional office supplies for program activities		
Printing	\$ 7,500.00	\$ 19.13	\$ 14,400.00	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00	\$ 29,400.00	\$ 15,519.13	Decreased line by \$13,880.87 as DPH will do majority of printing.		
Meeting Room Rentals	\$ 2,500.00	-	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,500.00	\$ 20,000.00	Adjusted funds for meeting space in rural communities.		
<b>Total Supplies</b>	<b>\$ 13,025.00</b>	<b>\$ 2,529.80</b>	<b>\$ 30,380.00</b>	<b>\$ 27,000.00</b>	<b>\$ 20,760.00</b>	<b>\$ 20,760.00</b>	<b>\$ 64,165.00</b>	<b>\$ 50,289.80</b>			
<b>Travel</b>											
Local travel to complete SOW activities	\$ 7,393.00	\$ 444.76	\$ 17,743.95	\$ 20,000.00	\$ 10,794.24	\$ 10,794.24	\$ 35,931.19	\$ 31,239.00	Modified cost to conduct work in rural communities		
Conferences/Trainings	\$ 12,900.00	-	\$ 12,900.00	\$ 20,000.00	\$ 16,125.00	\$ 16,125.00	\$ 41,925.00	\$ 36,125.00	Modified costs of identified trainings for program staff on health related and wellness topics		
<b>Total Travel</b>	<b>\$ 20,293.00</b>	<b>\$ 444.76</b>	<b>\$ 30,643.95</b>	<b>\$ 40,000.00</b>	<b>\$ 26,919.24</b>	<b>\$ 26,919.24</b>	<b>\$ 77,856.19</b>	<b>\$ 67,364.00</b>			
<b>Other</b>											
Meeting supplies, interpretation, child care, etc.	\$ 5,000.00	\$ 58.00	\$ 9,588.00	\$ 17,250.00	\$ 10,000.00	\$ 10,000.00	\$ 24,588.00	\$ 27,308.00	Increased costs reflect additional needs for meeting supplies for clients and translation services in the program. Staff are providing high volume education and outreach services to clients and community members.		
Education/Training Materials	\$ 10,000.00	-	\$ 12,000.00	\$ 30,000.00	\$ 10,500.00	\$ 10,500.00	\$ 32,500.00	\$ 40,500.00	Costs will cover identified tool kits, and educational material. Tool kits and training material will include topics such as basic nutrition teaching, self-advocacy for health education, wellness coping skill cards, and physical activity items (jump ropes, mats, balls, exercise bands, and others). This relates back to CLFA's outreach plan as items will be provided to clients to address their health needs and increase their education.		
Incentives/PPE	\$ 30,000.00	-	\$ 75,500.00	\$ 105,500.00	\$ 65,547.00	\$ 65,547.00	\$ 171,047.00	\$ 171,047.00	Increased for additional PPE, health education incentives to community members, and gift cards. Staff are experiencing a high demand for health education and PPE items which will include face masks, COVID test kits, sanitizer, water bottle containers, blood pressure monitors, first aid kits, promotion of physical activity items and others. PPE and Health education incentives will be distributed at outreach events and program participants. Food boxes and gift cards/food vouchers with \$50.00 per family x 150 families to align with participant support requests that address food insecurities, nutritional support, food delivery or pickup as part of quarantine and isolation services. Gift cards will be used for clients to motivate them to participate in program services including assessments and presentations. Gift cards will be tracked using a preapproved gift card log and all clients will sign documentation upon receipt.		
Facilities	\$ 11,707.00	\$ 11,707.00	\$ 28,096.20	\$ 40,000.00	\$ 11,706.75	\$ 11,706.75	\$ 51,509.95	\$ 63,413.75	Modified due to increased rental costs.		
Utilities	\$ 900.00	\$ 900.00	\$ 2,160.00	\$ 12,500.00	\$ 900.00	\$ 900.00	\$ 3,960.00	\$ 14,300.00	Modified due to increased utility rates.		
Janitorial	\$ 1,350.00	\$ 1,350.00	\$ 3,240.00	\$ 12,500.00	\$ 1,350.00	\$ 1,350.00	\$ 5,940.00	\$ 15,200.00	Modified due to increased costs for janitorial services.		
Media Campaign	-	-	-	\$ 50,000.00	-	-	-	\$ 50,000.00	Will develop an outreach and education campaign with media (i.e. TV, Radio, Social) on health literacy education.		
<b>Total Other</b>	<b>\$ 58,957.00</b>	<b>\$ 14,015.00</b>	<b>\$ 130,584.20</b>	<b>\$ 267,750.00</b>	<b>\$ 100,003.75</b>	<b>\$ 100,003.75</b>	<b>\$ 289,544.95</b>	<b>\$ 381,768.75</b>			
<b>Total Direct Costs</b>	<b>\$ 283,349.09</b>	<b>\$ 60,646.64</b>	<b>\$ 606,654.65</b>	<b>\$ 829,353.11</b>	<b>\$ 323,636.61</b>	<b>\$ 323,636.62</b>	<b>\$ 1,213,640.35</b>	<b>\$ 1,213,636.37</b>			
<b>Indirect Costs @ 10%</b>	<b>\$ 28,334.91</b>	<b>\$ 6,064.66</b>	<b>\$ 60,665.47</b>	<b>\$ 82,935.31</b>	<b>\$ 32,363.66</b>	<b>\$ 32,363.66</b>	<b>\$ 121,364.04</b>	<b>\$ 121,363.64</b>			
<b>Grand Total</b>	<b>\$ 311,684.00</b>	<b>\$ 66,711.30</b>	<b>\$ 667,320.12</b>	<b>\$ 912,288.42</b>	<b>\$ 356,000.27</b>	<b>\$ 356,000.28</b>	<b>\$ 1,335,004.39</b>	<b>\$ 1,335,000.00</b>			