

**AMENDMENT NO. 2 TO SERVICE AGREEMENT**

This Amendment No. 2 to Service Agreement (“Amendment No. 2”) is dated December 17, 2024 and is between West Fresno Health Care Coalition dba West Fresno Family Resource Center, 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-23-133, 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. On March 19, 2024, the County and the Contractor entered into a First Amendment, which is County agreement number A-24-130 (Agreement number A-23-133 and First Amendment number A-24-130, collectively, shall be referred to herein as “the Agreement”), to correct the Catalog of Federal Domestic Assistance Number and revise the budget.

C. The County and the Contractor now desire to further amend the Agreement to (1) extend the term of the agreement and; (2) amend the Agreement to replace Exhibit B with Revised Exhibit B-2 to adjust annual budget amounts to reflect fiscal year one and two actuals, carryover unspent funds from fiscal year two to year three, reallocate carryover funds in fiscal year three to adjust for costs of the extended term, and include fiscal year four in the budget.

The parties therefore agree as follows:

1. Section 4.1 titled Term of the Agreement located at page Three (3) beginning at line Twenty (20) with the number “4.1” and ending at line Twenty-Two (22) with the word “below” is deleted in its entirety and replaced with the following:

“4.1 Term. This Agreement is effective on March 28, 2023 and terminates on May 31, 2026, except as provided in section 4.2, “Extension,” or Article 6, “Termination and Suspension,” below.”

1           2. That all references in Agreement to “Exhibit B”, “Revised Exhibit B”, and “Revised  
2 Exhibit B-1” shall be changed to read “Revised Exhibit B-2”. Revised Exhibit B-2 is attached  
3 hereto and incorporated herein by this reference.

4           3. When both parties have signed this Amendment No. 2, the Agreement, Amendment No.  
5 1, and this Amendment No. 2 together constitute the Agreement.

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

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

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

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

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

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

24           c. The provisions of this section satisfy the requirements of Civil Code section 1633.5,  
25 subdivision (b), in the Uniform Electronic Transaction Act (Civil Code, Division 3, Part  
26 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 previously amended and amended by this Amendment No. 2 is ratified and continued. All provisions of the Agreement as previously amended and not amended by this Amendment No. 2 remain in full force and effect.

*[SIGNATURE PAGE FOLLOWS]*

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

West Fresno Health Care Coalition dba West Fresno Family Resource Center

COUNTY OF FRESNO

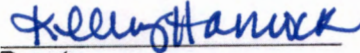
  
Yolanda Randles, Executive Director



1802 E. California Ave.  
Fresno, CA 93706

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

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

By:   
Deputy

For accounting use only:

Org No.: 56201558, 56201019, 56201022  
Account No.: 7295  
Fund No. : 0001  
Subclass No.: 10000

Revised Exhibit B-2

Agreement Number:		24-031														
Agreement Term:		March 28, 2023 - May 31, 2026														
Organization Name:		West Fresno Health Care Coalition dba West FresnoFamily Resource Center														
	Y1 Actuals 3/28/23-7/31/23	Approved Y2 Budget 8/1/23-7/31/24	Y2 Actuals 8/1/23-7/31/24	Approved Y3 Budget 8/1/24-12/31/24 (\$ Months)	Proposed Y3 Budget 8/1/24-7/31/25 (12 Months)	Proposed Y4 Budget 8/1/25-5/31/26 (10 months)	Approved Total Budget	New Total Budget	Changes/Justifications							
Personnel Salaries																
Director of Operations - J. Mathurin	\$ 5,700.00	\$ 21,940.00	\$ 19,760.00	\$ 8,667.00	\$ 21,840.00	\$ -	\$ 36,307.00	\$ 47,300.00	Director of Operations provides oversight of program and budget activities. FTE .25 (annual salary \$87,360 x .25 FTE = \$21,840).							
CHW Supervisor	\$ 9,295.25	\$ 54,384.00	\$ 32,842.10	\$ 21,665.00	\$ 62,400.00	\$ -	\$ 85,344.25	\$ 104,537.35	CHW Supervisor, FTE 1.0. Oversees the day to day program activities, outreach, reporting, team scheduling.							
Community Health Worker	\$ 3,963.75	\$ 42,560.00	\$ 32,446.09	\$ 17,330.00	\$ 47,840.00	\$ -	\$ 63,853.75	\$ 84,249.84	CHW (1.0 FTE) - enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.							
Community Health Worker	\$ 3,785.00	\$ 42,560.00	\$ 33,857.85	\$ 17,330.00	\$ 47,840.00	\$ -	\$ 63,675.00	\$ 85,482.85	CHW (1.0 FTE) - enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.							
Community Health Worker	\$ 400.00	\$ 42,561.00	\$ 37,648.62	\$ 17,330.00	\$ 47,840.00	\$ -	\$ 60,291.00	\$ 85,888.62	CHW (1.0 FTE) - enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.							
Community Health Worker	\$ 3,450.00	\$ 42,560.00	\$ 38,445.78	\$ -	\$ 47,840.00	\$ -	\$ 46,010.00	\$ 89,735.78	CHW (1.0 FTE) - enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.							
Admin Assistant	\$ 5,259.82	\$ 42,560.00	\$ 19,102.75	\$ 17,330.00	\$ 43,680.00	\$ -	\$ 65,149.82	\$ 68,042.57	Admin Assistant (1.0 FTE) - provides administrative support including clerical and admin tasks, ordering program supplies, maintaining inventory and client support logs, assisting with data entries collected from outreach events, maintaining database, data integrity and generating reports.							
Outreach Coordinator	\$ -	\$ 22,880.00	\$ 7,867.13	\$ -	\$ -	\$ -	\$ 22,880.00	\$ 7,867.13	CHW (1.0 FTE) - enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.							
Community Health Worker	\$ -	\$ 42,560.00	\$ 6,859.74	\$ -	\$ 47,840.00	\$ -	\$ 42,560.00	\$ 54,699.74	CHW (1.0 FTE) - enhancing existing program activities, including offering themed health education bi-weekly; Wellness Wednesdays: Increasing attendance and participation in each bimonthly event from 30 participants to a minimum of 50 per month.							
Community Canvaser	\$ -	\$ -	\$ -	\$ 17,330.00	\$ -	\$ -	\$ 17,330.00	\$ -								
Subtotal	\$ 31,853.82	\$ 354,565.00	\$ 228,830.06	\$ 116,882.00	\$ 367,120.00	\$ -	\$ 503,400.82	\$ 627,803.88								
Benefits/Taxes/Workers Compensation																
Benefits	\$ 2,400.00	\$ 37,200.00	\$ 23,415.00	\$ 9,313.00	\$ 7,250.00	\$ -	\$ 48,913.00	\$ 33,065.00	Benefits \$1,000 per FTE. FTE 7.25 x \$1,000 = \$7,250							
Payroll Taxes	\$ 3,168.65	\$ 28,361.00	\$ 21,265.93	\$ 9,359.00	\$ 29,370.00	\$ -	\$ 40,888.65	\$ 53,804.58	Payroll taxes - 8%							
Workers Comp	\$ 404.54	\$ 4,501.48	\$ 2,906.12	\$ 1,486.00	\$ 4,662.00	\$ -	\$ 6,392.02	\$ 7,972.66	Workers Comp - \$1.27 per \$100. 367,120 / 100 x \$1.27 = \$4,662.							
Subtotal	\$ 5,973.19	\$ 70,062.48	\$ 47,587.05	\$ 20,158.00	\$ 41,282.00	\$ -	\$ 55,193.67	\$ 94,842.24								
Total Personnel	\$ 37,827.01	\$ 424,627.48	\$ 276,417.11	\$ 137,040.00	\$ 408,402.00	\$ -	\$ 559,594.49	\$ 722,646.12								
Equipment																
Laptops and accessories	\$ 5,116.68	\$ 3,000.00	\$ 198.00	\$ -	\$ -	\$ -	\$ 8,116.68	\$ 5,214.68								
Communications equipment and accessories	\$ 156.03	\$ 3,743.97	\$ 1,745.76	\$ -	\$ -	\$ -	\$ 3,900.00	\$ 1,901.79								
Landlines	\$ -	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ -								
Computerworkstations and assembly	\$ 2,535.26	\$ 3,464.74	\$ 682.23	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 3,217.49								
Cables and electrical for equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
Total Equipment	\$ 7,807.97	\$ 10,808.71	\$ 2,625.99	\$ -	\$ -	\$ -	\$ 18,616.68	\$ 10,433.96								
Supplies																
Office Supplies	\$ 261.81	\$ 8,299.10	\$ 2,690.14	\$ 5,000.00	\$ 765.00	\$ -	\$ 13,560.91	\$ 3,716.95	General office supplies for daily activities: pens, paper, printer ink, note pads, calendars etc.							
Outreach Materials and Supplies	\$ 479.26	\$ 47,520.92	\$ 29,487.99	\$ 38,050.00	\$ 2,500.00	\$ -	\$ 86,050.18	\$ 32,467.25	Educational materials, Team apparel: polo shirts and sweatshirts, jackets for winter events and outreach.							
Printing & Postage	\$ -	\$ 5,890.00	\$ 2,260.81	\$ 5,000.00	\$ -	\$ -	\$ 10,890.00	\$ 2,260.81								
Software Subscriptions	\$ 39.96	\$ 3,600.00	\$ 610.50	\$ 1,000.00	\$ -	\$ -	\$ 99,594.49	\$ 950.46								
Total Supplies	\$ 781.03	\$ 65,310.02	\$ 35,349.44	\$ 49,050.00	\$ 3,265.00	\$ -	\$ 115,141.05	\$ 39,395.47								
Travel																
Mileage for 5 CHW's, Supervisor and Admin Assistant	\$ 81.22	\$ 4,148.00	\$ 1,663.32	\$ 8,908.00	\$ 3,488.50	\$ -	\$ 13,137.22	\$ 5,233.04	5,207 miles/year \$ .67 = \$3,488.50 (approx 434 miles per month x mileage rate .67) between 5 CHW's, Supervisor and Admin Assistant to provide outreach, attend trainings and meetings twice a month for Wellness Wednesday.							
Conferences	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -								
Total Travel	\$ 81.22	\$ 14,148.00	\$ 1,663.32	\$ 8,908.00	\$ 3,488.50	\$ -	\$ 23,137.22	\$ 5,233.04								
Other																
Rent	\$ -	\$ 22,630.00	\$ 22,630.00	\$ -	\$ 35,452.14	\$ -	\$ 22,630.00	\$ 58,082.14	6 mos of 2024, \$68,700, 6 mos of 2025, \$78,000 = \$146,700 / 30 employees per year x FTE 7.25 = \$35,452.50							
Training and Professional Development	\$ -	\$ 4,200.00	\$ 1,000.00	\$ -	\$ 2,500.00	\$ -	\$ 4,200.00	\$ 3,500.00	Developing skills and enhance knowledge to strengthen CHW work, including CPR, Technology, Leadership development, advocacy & policy change.							
Incentives - Gift Cards & Bus Passes	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	15 gift cards/mo x \$25 = \$375/mo x 12 mos = \$4,500							
Participant Support	\$ -	\$ -	\$ -	\$ -	\$ 2,942.00	\$ -	\$ -	\$ 2,942.00	Participant recruitment, promotional materials (water bottles, magnetic grocery list, first aid kits, note pads with pens, wellness kits)							
Recruiting, Onboarding & Training New Hires	\$ 77.00	\$ 1,000.00	\$ 284.28	\$ -	\$ -	\$ -	\$ 1,077.00	\$ 361.28								
Communications	\$ 1,646.42	\$ 6,000.00	\$ 5,993.03	\$ 2,025.00	\$ 4,300.68	\$ -	\$ 9,671.42	\$ 11,940.13	Monthly service for cell phones & tablets (7 phones x \$45/mo-\$315/mo x12 mos = \$3,780) (2 tablets x \$45/mo-\$90 x 12-\$1,080), total \$4,860							
Internet service	\$ 2,023.20	\$ 6,000.00	\$ 5,999.68	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 10,523.20	\$ 10,522.88	Monthly service for internet router, internet desk phones							
Subcontractor - Physical Activity	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 5,000.00	\$ 4,000.00	Four (4) cohorts, 5-weeks each - nutrition and fitness activities for 40-48 clients or (10-12 clients per each 5-week session) \$1,000 per cohort x 4 cohorts = \$4,000							
Internet Security/Tech Support	\$ 750.00	\$ 9,600.00	\$ 9,599.94	\$ 4,000.00	\$ -	\$ -	\$ 14,350.00	\$ 10,349.94								
Client Support	\$ 2,805.95	\$ 28,550.00	\$ 8,147.10	\$ 32,906.00	\$ -	\$ -	\$ 64,261.95	\$ 10,953.05								
Payroll processing	\$ 200.00	\$ 1,200.00	\$ 965.00	\$ 250.00	\$ -	\$ -	\$ 1,650.00	\$ 1,165.00								
Liability Ins	\$ 1,200.66	\$ 4,500.00	\$ 4,500.00	\$ 1,875.00	\$ -	\$ -	\$ 7,575.66	\$ 5,700.66								
Off-site Storage	\$ 320.19	\$ 2,400.00	\$ 1,603.00	\$ 1,000.00	\$ -	\$ -	\$ 3,720.19	\$ 1,923.19								
Copier Lease	\$ 1,000.00	\$ 2,050.00	\$ 2,050.00	\$ 2,000.00	\$ -	\$ -	\$ 5,050.00	\$ 3,050.00								
Total Other	\$ 10,023.42	\$ 93,130.00	\$ 62,772.03	\$ 46,556.00	\$ 55,694.82	\$ -	\$ 149,709.42	\$ 128,490.27								
Total Direct Costs	\$ 56,520.65	\$ 608,024.21	\$ 378,827.89	\$ 241,654.00	\$ 470,850.32	\$ -	\$ 906,198.86	\$ 906,198.86								
Indirect Costs @ 10%	\$ 5,652.07	\$ 60,802.42	\$ 37,882.79	\$ 24,165.40	\$ 47,085.03	\$ -	\$ 90,619.89	\$ 90,619.89								
Grand Total	\$ 62,172.72	\$ 668,826.63	\$ 416,710.68	\$ 265,819.40	\$ 517,935.35	\$ -	\$ 996,818.00	\$ 996,818.00								