

**FIRST AMENDMENT TO  
SOLANO COUNTY STANDARD CONTRACT #2016-501**

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This FIRST AMENDMENT TO SOLANO COUNTY STANDARD CONTRACT # 2016-501 ("First Amendment") entered into as of September 1, 2017, between the County of Solano, a political subdivision of the State of California, for the benefit of First 5 Solano Children and Families Commission ("**Commission**"), and Solano County Office of Education ("**Contractor**").

**WHEREAS**, the parties entered into that certain Solano County Standard Contract known as contract number 2016-501, dated June 7, 2016 ("**Agreement**"), to provide Early Care and Education Services as described in Exhibit A to that Agreement ("program services"); and

**WHEREAS**, the Commission has additional funding of \$28,000 to increase the budget to allow for additional program services; and

**WHEREAS**, Contractor desires to provide additional program services; and

**WHEREAS**, Commission and Contractor desire to amend the Agreement as set forth below.

**NOW THEREFORE**, Commission and Contractor mutually agree to amend the Agreement as follows:

A. Section 3 of the Agreement is deleted and replaced in its entirety with the following:

The maximum amount of this Contract is:

Up to \$542,061 for the term of the contract:

- Up to \$257,518 for Year 1 (07/01/2016 – 06/30/2017)
- Up to \$284,543 for Year 2 (07/01/2017-06/30/2018).

B. Pages 6 to 9 of Exhibit A (Contractor Scope of Work) for FY2017/18 of the Agreement are deleted in their entirety and replaced with Exhibit A-1, which is attached to and incorporated into this First Amendment.

C. Exhibit B-1 (Contractor Budget) for FY2017/18 of the Agreement is deleted in its entirety and replaced with Exhibit B-1.1, which is attached to and incorporated into this First Amendment.

D. Except as expressly set forth in this First Amendment, the terms and conditions of the Original Agreement shall remain unchanged and continue in full force and effect.

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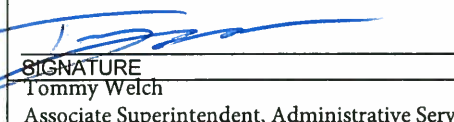
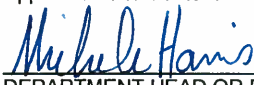
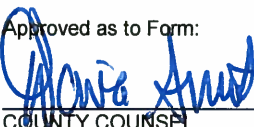
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IN WITNESS WHEREOF, the parties have executed this First Amendment as of the day and year first written above.

CONTRACTOR			COUNTY OF SOLANO	
Solano County Office of Education				
 SIGNATURE Tommy Welch Associate Superintendent, Administrative Services and Operations PRINTED NAME AND TITLE			Birgitta E. Corsello Solano County Administrator DATED	
5100 Business Center Dr ADDRESS Fairfield CA 94534 CITY STATE ZIP CODE			Approved as to Content:  DEPARTMENT HEAD OR DESIGNEE Approved as to Form:  COUNTY COUNSEL 8/28/17 DATED	

**EXHIBIT A-1**  
**SCOPE OF WORK**

<b>AGENCY/PROGRAM NAME:</b>	Solano County Office of Education - Improve and Maximize Program so All Children Thrive (IMPACT)	FY2017/18		
<b>GOAL:</b> What are 1-2 primary goals of your program?	Grantee will implement the First 5 IMPACT program to increase quality of early care and education sites in Solano. All activities will follow the Solano Quality Early Learning Action Plan approved by First 5 CA.	Links to First 5 Solano Strategic Plan Goal #3: All children learn and develop through high quality care.		
<b>Activity</b>	<b>TASKS</b>	<b>SERVICE COUNTS</b>		<b>OUTCOME</b>
<i>What broad category (ex: parent ed., case mgmt., home visiting, etc.) are you performing?</i>	<i>What services, events and other actions make up the program?</i>	<i><u># Served:</u> The counts of services provided (to unduplicated clients) and people served over the course of the program. <u>Service Unit Type/Length of Time:</u> The level of services rendered (how often and how long).</i>		<i><u>Outcome:</u> The percentage and number of people for whom the program will affect a desired change. The required percentage must be met regardless of total number served.</i>
	<b>Tasks Within Activity</b>	<b># Served</b>	<b>Service Unit Type/Length of time</b>	<b>Outcome</b>

<p><i>Activity 1:</i> Recruit, engage, and retain early care and education sites</p>	<p>Outreach to early care and education sites, including preschools, family childcare homes, infant/toddler sites, and alternate settings.</p> <p>Implement an eligibility and application process.</p> <p>Orient sites to the program.</p> <p>Monitor site status to ensure sites are maintaining eligibility and engaged.</p>	<p>56 sites</p>	<p>Application Process-2 hours/site</p> <p>Orient sites-2 hours/site</p> <p>Monitor site status 2 times/year</p>	<p>By the end of FY2017/18, 56 sites will be enrolled.</p>
<p><i>Activity 2:</i> Implement quality improvement activities with early care and education sites</p>	<p>Assist sites with developing quality improvement plans following the CA-QRIS Framework Elements selected by Solano.</p> <p>Provide quality supports to selected early care and education sites, including:</p> <ul style="list-style-type: none"> <li>• Coaching</li> <li>• Technical assistance</li> <li>• Site incentives</li> <li>• Professional development (see activity 3)</li> </ul> <p>Monitor quality improvement plans and report on site outcomes.</p>	<p>56 sites</p>	<p>Minimum monthly coaching/technical assistance—schedule and dosage to be determined by site needs</p>	<p>56 sites will have developed quality improvement plans and be participating in coaching.</p> <p>By the end of FY2017/18, 85% of sites will have met at least one goal on their quality improvement plan during the FY.</p> <p>Through an annual survey of providers, 90% of providers will report making one or more changes in their site which enhances the quality of their program.</p>

<i>Activity 3:</i> Professional Development	Provide, facilitate, and/or coordinate early learning professional development opportunities for early care and education providers	A minimum of 4 trainings a year with an average of 30 participants each (120 participants total)	2-6 hours/training	85% of providers demonstrate increased knowledge of workshop topic as demonstrated in a pre/post survey
<i>Activity 4:</i> Convene QRIS Consortium	Develop the agenda with input from First 5 Solano, facilitate, maintain and update membership, implement decisions of the Consortium	A minimum 8 Consortium Meetings	1.5 hours/mtg	By the end of FY2017/18, the Consortium will show increased: <ul style="list-style-type: none"> <li>• Coordination of activities across funding streams</li> <li>• Outreach to community around quality early learning</li> <li>• Support of early care and education providers</li> </ul> (see Solano Quality Early Learning Consortium Logic Model adopted 4/12/16)

<p><i>Activity 5:</i> Coordinate with First 5 Solano, the IMPACT Region 1 Hub, and the California Dept. of Ed (CDE)/First 5 CA efforts</p>	<p>Early Learning Manager will coordinate activities with First 5 Solano, the IMPACT Region 1 Hub, and CDE/First 5 CA efforts, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Meeting monthly with First 5 Solano manager</li> <li>• Presenting at First 5 Solano Commission and Committee Meetings as needed</li> <li>• Participating in Region 1 quarterly Meetings and activities</li> <li>• Participating in CA-QRIS Meetings held by CDE/First 5 CA</li> <li>• Aligning IMPACT activities with the QRIS California State Preschool Program and Infant/Toddler Block Grants</li> <li>• Other statewide and regional meetings and training activities as they arise</li> </ul>	<p>Monthly and quarterly meetings as determined by meeting schedules</p>	<p>As determined by meeting schedules</p>	<p>Services are coordinated with First 5 Solano, Hub Region 1, First 5 CA, and CDE</p>
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Activity 6: Implement a database system	Coaches will utilize “ipinwheel” as a database to support coaching needs and overarching program goals	56 sites	Minimum monthly coaching/ technical assistance— schedule and dosage to be determined by site needs	By the end of the FY2017/18, the program will show: all sites will be utilizing the pinwheel system to document activities
Activity 7: Training	“Train the trainer” regional level trainings from hub reimbursable activities	As applicable	As determined by program manager/coach coordinator/First 5 staff	Staff will show increased knowledge in areas identified to support coaching needs and quality improvement plans

**EXHIBIT B-1.1**  
**CONTRACTOR BUDGET**

Year 2 FY2017-2018

Line Item	FTE	First 5 Solano	Other Sources	Total
<u>Personnel</u>				
Program Manager	.5	61,571		61,571
Coach Coordinator	.23	24,700		24,700
Secretary	.2	7,197		7,197
Benefits		29,237		29,237
<b>Subtotal Personnel</b>		<b>122,705</b>		<b>122,705</b>
<u>Operating Expenses</u>				
Office Supplies & Materials		921		921
Travel/Training/Conferences		2,000		2,000
Professional Development		10,000		10,000
Participation Stipends		7,500		7,500
Site Incentives		9,000		9,000
Coaches		75,000		75,000
Coach travel/training		3,000		3,000
<b>Subtotal Operating Expenses</b>		<b>107,421</b>		<b>107,421</b>
<u>Subcontractor--Hub Reimbursable Activities</u>				
iPinwheel		8,400		8,400
Regional level training		20,000		20,000
<b>Subtotal Subcontractors</b>		<b>28,400</b>		<b>28,400</b>
<u>Indirect Costs</u>				
Administration (10.08%)		26,017		26,017
<b>Subtotal Indirect</b>				
<b>Grand Total Expenses</b>		<b>284,543</b>		<b>284,543</b>