

**THIRD AMENDMENT TO STANDARD CONTRACT
BETWEEN THE WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY AND CALIFORNIA
HUMAN DEVELOPMENT**

This THIRD Amendment ("Third Amendment") is entered into as of the first day of July 2020, between the WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY ("WDB") and CALIFORNIA HUMAN DEVELOPMENT ("Contractor").

1. Recitals

The parties entered into a contract dated July 1, 2017 (the "Contract"), in which Contractor agreed to the performance of WIOA One-Stop Operator Services at the WDB's America's Job Center of California (AJCC) in Fairfield and Vallejo through June 30, 2018. This contract was amended on June 26, 2018 to extend the contract through June 30, 2020.

This Third Amendment represents an additional one-year adjustment of the Contract to continue WIOA One-Stop Operator services through June 30, 2021.

The parties agree to amend the Contract as set forth below.

2. Service Agreement

A. Term of Contract

Section 2 is deleted in its entirety and replaced with:

July 1, 2017 through June 30, 2021

B. Budget

Section 3 is deleted in its entirety and replaced with:

The Maximum amount of this Third Amendment is: **\$300,000 (\$75,000 from the Original contract, \$75,000 from the First Amendment and \$75,000 from the Second Amendment and \$75,000 for the Third contract Amendment)**

3. Scope of Work (Exhibit A)

A. Service Activities

The following language has been added Section 2(iii)(a) OSO Staffing Presence:

The OSO will consist of a single person.

B. The following language has been deleted from Section 2(iii)(b) OSO Staffing Duties:

- Participate in AJCC meetings, including but not limited to, the SEC Steering Committee (once a month), WDB (twice a month), and other meetings to be determined
- Participate in community event forum (twice a month)

C. The following language has been added to Section 2(iii)(b) OSO Staffing Duties:

- Participate in AJCC meetings, including but not limited to, the OSO Meeting (once a month), WDB Board of Directors Meeting (bi-monthly), and other meetings to be determined
- Participate in community event forums (as scheduled)

D. The following has been deleted from Section 2(iii)(c) "Program Operation Services" - One-Stop System Partner Memorandum of Understanding (MOU2(iii)(c)):

- Coordinate the implementation and ongoing conduct of the AJCC Phase I and II MOUs
- Coordinate Partner participation and assist in identifying and enacting needed updates/changes to MOUs and SEC AJCC operational policies and procedures
- Convene and facilitate SEC Steering Committee meetings and associated Partner meetings

E. The following language has been added to Section 2(iii)(c) "Program Operation Services" - One-Stop System Partner Memorandum of Understanding (MOU):

- Coordinate the ongoing conduct of the AJCC Partner Agency MOUs
- Coordinate Partner participation and assist in identifying and enacting needed updates/changes to MOUs and AJCC operational policies and procedures
- Convene and facilitate OSO meetings and associated Partner meetings

F. The following has been deleted from Section 2(iii)(c) "Program Operation Services" – Evaluation of Services:

- Develop and implement a customer satisfaction data entry and reporting program for both jobseeker and business customers of the AJCC
- Develop evaluation methods which will produce information instrumental to improving the effectiveness of the WDB and participating agency services
- Assist the WDB and AJCC system in preparing for and assisting with the conduct of the forthcoming State-administered "AJCC Certification" process for Solano County

G. The following has been deleted from Section 2(iii)(e) "Community Integration Services" – Public Awareness:

- Assist the AJCC to build on the foundation of existing initiatives and tools, including the WDB/SEC-AJCC website

H. The following language has been added to Section 2(iii)(e) "Community Integration Services" – Public Awareness:

- Assist the AJCC to build on the foundation of existing initiatives and tools, including the WDB-AJCC website

4. Project Budget Summary (Exhibit B)

A. Exhibit B has been deleted in its entirety and replaced with:

The WDB agrees to pay the Contractor for services upon the presentation of an appropriate invoice and documents supporting the following deliverables as defined in the Scope of Work to be performed.

DOCUMENTATION OF DELIVERY	DELIVERY PERIOD	FEE
Program Operation Services	July 1, 2017 – June 30, 2018	\$45,000. (\$75.00 per hour X 600 maximum hours)
Community Integration Services	July 1, 2017 – June 30, 2018	\$30,000. (75.00 per hour X 400 maximum hours)
Program Operation Services	July 1, 2018 – June 30, 2019	\$45,000. (\$75.00 per hour X 600 maximum hours)

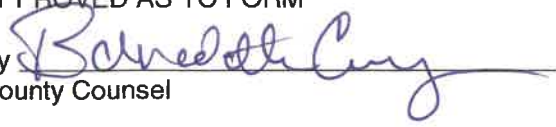
Community Integration Services	July 1, 2018 – June 30, 2019	\$30,000. (75.00 per hour X 400 maximum hours)
Program Operation Services	July 1, 2019 – June 30, 2020	\$45,000. (\$75.00 per hour X 600 maximum hours)
Community Integration Services	July 1, 2019 – June 30, 2020	\$30,000. (75.00 per hour X 400 maximum hours)
Program Operations Services	July 1, 2020 – June 30, 2021	\$45,000. (\$75.00 per hour X 600 maximum hours)
Community Integration Services	July 1, 2020 – June 30, 2021	\$30,000. (\$75.00 per hour X 400 maximum hours)
TOTAL		\$300,000.

1. The above amounts are contingent upon acceptance of an appropriately working and usable system and shall be in compensation for all time and expenses incurred by the Contractor. The Contractor will not be reimbursed for any out of pocket costs.
2. The Contractor shall submit monthly invoices detailing work performed for each deliverable detailed in the Scope of Work (Exhibit A) and amount payable to the WDB's Executive Director/President. The payment shall be made only after the services required under this contract have been performed to the satisfaction of the Executive Director/President, and the deliverables, as described in Exhibit A, have been accepted in writing by the WDB Executive Director/President or his/her designee.
3. The Contractor shall provide any additional documentation as required by WDB at any time in order to substantiate Contractor claims for payment. WDB may elect to withhold payment for failure by Contractor to provide such documentation required by WDB.
4. The maximum payment under the terms of this contract shall under no circumstances, exceed \$300,000 for the related expenses unless this contract is modified in accordance with Section 26 in Exhibit C.

Heather Henry, President/Executive Director
Workforce Development Board of Solano
County

Kai Harris, Interim Chief Executive Officer
California Human Development

APPROVED AS TO FORM

By 
County Counsel