

**FIRST AMENDMENT TO STANDARD CONTRACT
BETWEEN COUNTY OF SOLANO and Meals on Wheels Solano County**

This First Amendment ("First Amendment") is entered into as of the 18th day of September 2025, between the COUNTY OF SOLANO, a political subdivision of the State of California ("County") and Meals on Wheels Solano County, ("Contractor").

1. Recitals

- A. The parties entered into a contract dated May 28, 2025 (the "Contract"), in which Contractor agreed to provide the Home Delivered Meals program to seniors aged 60+ throughout Solano County.
- B. The County now needs to modify the budget, scope of work and update the business address.
- C. This First Amendment represents an increase of \$265,108 to the Contract.
- D. The parties agree to amend the Contract as set forth below.

2. Agreement.

A. Amount of Contract

Section 3 is amended as follows: The maximum amount of this Contract is \$1,248,487.

B. Scope of Work

Exhibit A, Section 4.1 and 4.2 are deleted in their entirety and replaced with:

4.1 Home Delivered Meals: 139,992 Meals Served

4.2 Unduplicated Seniors: 826

Exhibit A, Section 5.2 is deleted in its entirety and replaced with:

5.2 Unduplicated Seniors: 1,100

C. Contractor Address

Contractor address is updated to the following:

1000 Union Avenue, Fairfield CA 94533

D. Budget.

Exhibit B-1 and B-1.1 is deleted in its entirety and replaced with the attached Budget incorporated into this First Amendment as Exhibit B-2 and Exhibit B-2.1.

3. Effectiveness of Contract.

Except as set forth in this First Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

COUNTY OF SOLANO, a Political
Subdivision of the State of California

Meals on Wheels of Solano County

By _____
Bill Emlen
County Administrator

By Laurie Hartmann
Laurie Hartmann
Executive Director



09/22/2025
10:01 AM PDT

APPROVED AS TO FORM

By Megan Callaway  09/23/2025
Deputy County Counsel 04:04 PM PDT

EXHIBIT B-2
FUNDING SUMMARY

Contractor:		Meals on Wheels						
Exhibit Ref	Funding Title, Description, and Service Type			Budgeted Cost	Funding			
					Contractor Program Income and Matching Contributions			Contract Amount
Ex #	Title	Desc	Service	Total	Program Income	Cash Match	In-Kind Match	Federal / State / Other
B-1.1	IIIC-2	Home Delivered Programs	Home-Delivered Meals	\$1,772,960	\$42,000	\$374,473	\$108,000	\$1,248,487
			Total:	\$1,772,960	\$42,000	\$374,473	\$108,000	\$1,248,487

EXHIBIT B-2.1
BUDGET DETAIL

Contractor: Meals on Wheels of Solano County			
Funding Description: III-C2			
Program/Service Type: Home Delivered Meals			
CFDA No.: 93.045			
A. BUDGETED COSTS			
Cost Category	CASH	IN-KIND	TOTAL
I. Personnel and Volunteers:			
<u>Title</u> <u>Annual Wages</u> <u>FTE</u>			
Executive Director	\$ 98,294		\$ 98,294
Programs Manager	48,300		48,300
Admin Manager	44,204		44,204
Nutrition Services Manager	48,048		48,048
Volunteer Coordinator	24,024		24,024
Intake Managers	80,080		80,080
Drivers	56,000		56,000
Development	48,048		48,048
Development Ass	25,116		25,116
Data Coordinator	36,764		36,764
Sub-Total	\$ 508,878	-	\$ 508,878
Payroll Taxes Tax Rate: 9.00%	45,799		45,799
Employee Benefits Benefit Rate: 8.94%	45,500		45,500
Sub-Total Personnel	\$ 600,177	-	\$ 600,177
In-Kind Volunteers		\$ 108,000	\$ 108,000
Sub-Total - Volunteers	-	\$ 108,000	\$ 108,000
Total Personnel and Volunteers	600,177	108,000	708,177
II. Operating Costs			
Audit	\$ 20,000		\$ 20,000
Auto-Company	30,000	-	30,000
Auto-Staff	12,000	-	12,000
Facilities	120,000	-	120,000
Food (used in delivering Home-Delivered Meals)	625,600	-	625,600
Kitchen	8,400	-	8,400
Printing	8,114	-	8,114
Program Expenses	10,000	-	10,000
Staff Training	3,500	-	3,500
Workers Comp	10,000	-	10,000
Total Operating Costs	\$ 847,614	-	\$ 847,614
A. TOTAL DIRECT COSTS	\$ 1,447,791	\$ 108,000	\$ 1,555,791
B. TOTAL INDIRECT COSTS IC Rate: 15.00%	\$ 217,169		\$ 217,169
TOTAL COSTS - CASH & IN-KIND	\$ 1,664,960	\$ 108,000	\$ 1,772,960
B. BUDGETED FUNDING			
Funding Category	CASH	IN-KIND	TOTAL
Program Income	\$ 42,000		\$ 42,000
Non-Matching Contributions	374,473		374,473
NSIP-C2	265,108		265,108
State Funding -GF-C2	73,818		73,818
State Funding -GF-C2 -Augmentation	421,642		421,642
Federal Funding	487,919		487,919
Required Matching Contributions		108,000	108,000
TOTAL FUNDING - CASH & IN-KIND	\$ 1,664,960	\$ 108,000	\$ 1,772,960