

**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 18<sup>th</sup> 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  09/22/2025 10:01 AM PDT  
Laurie Hartmann  
Executive Director

APPROVED AS TO FORM

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

**EXHIBIT B-2**  
**FUNDING SUMMARY**

<b>Contractor:</b>		<b>Meals on Wheels</b>						
<b>Exhibit Ref</b>	<b>Funding Title, Description, and Service Type</b>			<b>Budgeted Cost</b>	<b>Funding</b>			<b>Contract Amount</b>
					<b>Contractor Program Income and Matching Contributions</b>			
<b>Ex #</b>	<b>Title</b>	<b>Desc</b>	<b>Service</b>	<b>Total</b>	<b>Program Income</b>	<b>Cash Match</b>	<b>In-Kind Match</b>	<b>Federal / State / Other</b>
B-1.1	IIC-2	Home Delivered Programs	Home-Delivered Meals	\$1,772,960	\$42,000	\$374,473	\$108,000	\$1,248,487
			<b>Total:</b>	\$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
<b>I. Personnel and Volunteers:</b>				
<u>Title</u>	<u>Annual Wages</u>	<u>FTE</u>		
Executive Director	152,630.00	0.6440	\$ 98,294	\$ 98,294
Programs Manager	75,000.00	0.6440	48,300	48,300
Admin Manager	68,640.00	0.6440	44,204	44,204
Nutrition Services Manager	68,640.00	0.7000	48,048	48,048
Volunteer Coordinator	34,320.00	0.7000	24,024	24,024
Intake Managers	114,400.00	0.7000	80,080	80,080
Drivers	80,000.00	0.7000	56,000	56,000
Development	68,640.00	0.7000	48,048	48,048
Development Ass	35,880.00	0.7000	25,116	25,116
Data Coordinator	52,520.00	0.7000	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
<b>Sub-Total Personnel</b>			<b>\$ 600,177</b>	<b>\$ 600,177</b>
In-Kind Volunteers			\$ 108,000	\$ 108,000
<b>Sub-Total - Volunteers</b>			<b>-</b>	<b>\$ 108,000</b>
<b>Total Personnel and Volunteers</b>			<b>600,177</b>	<b>708,177</b>
<b>II. Operating Costs</b>				
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
<b>Total Operating Costs</b>			<b>\$ 847,614</b>	<b>\$ 847,614</b>
<b>A. TOTAL DIRECT COSTS</b>			<b>\$ 1,447,791</b>	<b>\$ 1,555,791</b>
<b>B. TOTAL INDIRECT COSTS</b>	IC Rate: 15.00%		\$ 217,169	\$ 217,169
<b>TOTAL COSTS - CASH &amp; IN-KIND</b>			<b>\$ 1,664,960</b>	<b>\$ 1,772,960</b>
<b>B. BUDGETED FUNDING</b>				
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
<b>TOTAL FUNDING - CASH &amp; IN-KIND</b>		<b>\$ 1,664,960</b>	<b>\$ 108,000</b>	<b>\$ 1,772,960</b>