

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY

DEPT: Child Support Services

BOARD AGENDA: 5.B.11
AGENDA DATE: December 19, 2017

SUBJECT:

Approval of Amendment to the Agreement with Contra Costa County Department of Child Support Services for Case Management Services

BOARD ACTION AS FOLLOWS:

RESOLUTION NO. 2017-0716

On motion of Supervisor Withrow , Seconded by Supervisor Monteith
and approved by the following vote,

Ayes: Supervisors: Olsen, Withrow, Monteith, DeMartini, and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None


1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:

ATTEST: 
ELIZABETH A. KING, Clerk of the Board of Supervisors

File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Child Support Services

BOARD AGENDA:5.B.11
AGENDA DATE: December 19, 2017

CEO CONCURRENCE: YES

4/5 Vote Required: No

SUBJECT:

Approval of Amendment to the Agreement with Contra Costa County Department of Child Support Services for Case Management Services

STAFF RECOMMENDATION:

1. Approve the Amendment to the Agreement with Contra Costa County Department of Child Support Services to adjust not-to-exceed limit from \$180,000 to \$200,000 to pay an invoice for Case Management Services rendered during the term of the Agreement.

2. Authorize the Stanislaus County Department of Child Support Services Director, or her designee, to sign the Amendment to the Agreement with Contra Costa County Department of Child Support Services, and any subsequent amendments to the Agreement on behalf of the County.

DISCUSSION:

Stanislaus County Department of Child Support Services (SCDCSS) is requesting authorization to reimburse an additional up to \$20,000 to Contra Costa County Department of Child Support Services (CCDCSS) for case management services rendered during the term of the original agreement which has expired. The additional \$20,000 exceeded the annual contract agreement of \$180,000 which expired on September 30, 2017.

The overage in cost resulted from an increase in child support money judgment court orders submitted by SCDCSS to Contra Costa County for case management services. From February 2017 through July 2017, SCDCSS focused on obtaining modifications for cases with child support orders set at a zero dollar amount. The Department successfully obtained modified orders on 165 cases which formerly were not receiving child support payments. Because the process can take up to six months to obtain a modified child support order due to preparation of legal documents and a busy court calendar which sets hearings six to eight weeks out, many of these orders were obtained in the months of July, August, and September 2017.

When SCDCSS loaded a court order for a money judgment into the Child Support Enforcement (CSE) system, each case was automatically referred to CCDCSS. The additional modified court orders resulted in the total cost of the contract *exceeding* the approved contract amount during the final month of the contract.

Consistent tracking of this contract was overlooked by the County's Department of Child Support Services. All other contracts were monitored individually by Operations Managers with assigned oversight. SCDCCS Fiscal Unit has also established a Contract Tracking Balance worksheet for use by staff with contract oversight for all contracts, and will consistently work with Operations Managers on a monthly basis to monitor payment of invoices against the original contract amount to avoid this type of error in the future.

As a result, SCDCCS is requesting that the contract be retroactively reinstated to increase the contract limit from \$180,000 to \$200,000 in order to pay for the final services rendered during the Agreement period. There are no plans to renew the contract in the current Fiscal Year 2017-2018 or in the immediate future.

POLICY ISSUE:

The Stanislaus County Purchasing Policy requires Board of Supervisors approval for contracts exceeding \$100,000. This requirement is based upon California Government Codes § 25212, et seq, and § 25502.5, et seq, which establish the powers of the Board of Supervisors and the Purchasing Agent.

FISCAL IMPACT:

There is no additional fiscal impact associated with this item as the Department of Child Support has sufficient funding in the existing Fiscal Year 2017-2018 to ensure payment is made to Contra Costa County, DCSS. SCDCCS is Federal and State funded so there is no impact to the General Fund associated with this request.

BOARD OF SUPERVISORS' PRIORITY:

Approval of this item supports the Board of Supervisors priority of Efficient Delivery of Public Services by ensuring vendors are compensated for services delivered.

STAFFING IMPACT:

Child Support Services Fiscal staff will ensure immediate payment is made to Contra Costa County, Department of Child Support Services upon approval of this item.

CONTACT PERSON:

Baljit Atwal, Director of Child Support Services. (209) 558-1414.

ATTACHMENT(S):

1. Contra Costa County Contract Amendment Agreement

CONTRACT AMENDMENT AGREEMENT
(Purchase of Services – Long Form)

Number: IA000
Fund/Org: 1780
Account: 2310
Other:

1. **Identification of Contract to be Amended.**

Number: IA000

Effective Date: October 1, 2016

Department: Child Support Services

Subject: Interagency Agreement between Contra Costa County Department of Child Support Services and Agency named below for Early Intervention Delinquency Prevention Services

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: Stanislaus County

Capacity: A public agency

Address: 251 E. Hackett Road, Modesto, CA 95358

3. **Amendment Date.** The effective date of this Contract Amendment Agreement is September 1, 2017.

4. **Amendment Specifications.** The Contract identified above is hereby amended as set forth in the "Amendment Specifications" attached hereto which are incorporated herein by reference.

5. **Signatures.** These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS By: <u>Peggy S. Hawkins</u> Chair/Designee	ATTEST: Clerk of the Board of Supervisors By: _____ Deputy
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CONTRACTOR Agency

Signature A Name of business entity: By: _____ (Signature of individual or officer) _____ (Print name and title A, if applicable)	Signature B Name of business entity: By: <u>KDP</u> (Signature of individual or officer) <i>d.a.</i> _____ (Print name and title B, if applicable)
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Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

ACKNOWLEDGMENT

STATE OF CALIFORNIA)
)
COUNTY OF CONTRA COSTA)

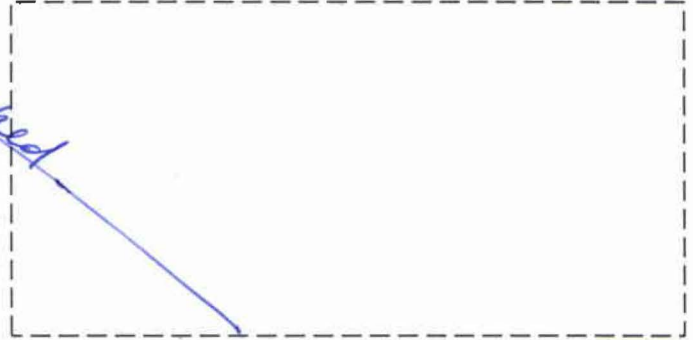
On December 21, 2017 (date),
before me, _____ (name of Notary),
personally appeared _____

_____ (name(s) and title(s) of the officer(s)),
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by
his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed
the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and
correct.

WITNESS MY HAND AND OFFICIAL SEAL.

Signature of Notary Public



Place Notary Seal Above

ACKNOWLEDGMENT (by Corporation, Partnership, or Individual)
(Civil Code §1189)

APPROVALS

RECOMMENDED BY DEPARTMENT

By: _____
Designee

FORM APPROVED
COUNTY COUNSEL

By: _____
Deputy County Counsel

APPROVED TO CONTENT:

Department of Child Support Services

By: _____
Baljit Atwal, Director

APPROVED: COUNTY ADMINISTRATOR John P. Doering, County Counsel

By: _____
Designee

APPROVED TO FORM:

By: _____
Carrie Stephens, Deputy County Counsel

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Stanislaus

On December 21, 2017 before me, Jennifer Jacquez, Notary Public
(insert name and title of the officer)

personally appeared Keith Douglas Boggs
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Jennifer Jacquez (Seal)



AMENDMENT SPECIFICATIONS

In consideration for providing Early Intervention Delinquency Prevention Services, Contra Costa County on behalf of its Department of Child Support Services (County), and Stanislaus County on behalf of its Department of Child Support (Agency), hereby agree to increase the payment limit effective September 1, 2017 by \$20,000 from \$180,000 to a new contract payment limit not to exceed \$200,000.00. All other agreement terms remain unchanged, and in full force and effect.

Contract is amended as follows:

- I. Interagency Agreement – Standard Form, paragraph 4, is deleted in its entirety and replaced with the following paragraph:
 4. **Payment Limit.** Agency's total payments to County under this Agreement shall not exceed \$200,000.