



County of Santa Cruz

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 454-4045 FAX: (408) 454-4642

March 9, 1999

Agenda: March 16, 1999

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, California 95060

SENIOR LEGAL SERVICES CONTRACT AMENDMENT

Dear Members of the Board:

During the 1998/99 Budget Hearings, your Board appropriated \$10,000 from index code 134536 to be allocated to fund a portion of Senior Legal Services housing activities. At that time, the Board indicated that the contract with Senior Legal Services would remain in Budget Unit 395200. While appropriations have been approved as part of the Supplemental Budget, to finalize the transaction approved by your Board during the 1998/99 Budget Hearings, it is necessary to approve a contract amendment with Senior Legal Services which would increase the contract amount by \$10,000 and expand the scope of work to include the provision of legal services to assist seniors in securing and retaining safe and affordable housing.

IT IS THEREFORE RECOMMENDED that your Board approve the attached contract amendment with Senior Legal Services.

Very truly yours,

CECILIA ESPINOLA

Administrator

CE/ES:pb

RECOMMENDED:

Susan A. Mauriello
County Administrative Officer

- Ad -

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

112

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM:

Human Resources Agency

RDA

(Signature)

(Dept.)

(Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

1. Said agreement is between the Human Resources Agency (Agency)
and Senior Citizen's Legal Services, 501 Soquel Ave., Ste. F, Santa Cruz, CA 95060 (Name & Address)

2. The agreement will provide legal services to seniors, and senior housing cases.

3. The agreement is needed to facilitate administration of Community Development Block Grant funds
approved during supplemental budget actions.

4. Period of the agreement is from July 1, 1998 to June 30, 1999

5. Anticipated cost is \$ 58,798 (Increase of \$10,000) (Fixed amount; Monthly rate Not to exceed)

6. Remarks: Amendment #1, W-9 on file.

Staff: Teresita Hinojosa-Pereira x4058.

7. Appropriations are budgeted in 135436 (Index#) 5635 3975 * 10,000 (Subobject)
395200 49,780

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered. Contract No. 80246 Date 3/2/99
are not will be

GARY A. KNUTSON, Auditor, Controller

By Gary A. Knutson Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
HRA Administrator to execute the same on behalf of the

Human Resources Agency (Agency).

Remarks: ES (Analyst)

County Administrative Officer
By ES Date 3/9/99

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. • White
Auditor-Controller • Blue
County Counsel • CM
Co. Admin. Officer • Canary
Auditor-Controller • Pink
Originating Dept. • Goldenrod

*To Orig. Dept. if rejected.

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____

_____ 19 _____ By _____ Deputy Clerk

19
WM-25 (6/95)

AGREEMENT

Amendment #1 to Community Programs Contract #80246

The County of Santa Cruz, by and through the Human Resources Agency, hereinafter referred to as "COUNTY" and SENIOR CITIZENS' LEGAL SERVICES, hereinafter referred to as "CONTRACTOR" hereby amend contract number 80246 which provides services from July 1, 1998 through June 30, 1999. The purpose of this amendment is to provide an augmentation in the amount of \$10,000, and thereby to modify the total contract amount and budget. The provisions of this Amendment shall be effective from July 1, 1998 through June 30, 1999. All other provisions of said contract shall remain the same.

(A) Paragraph 3.A. is amended to read:

3. BASIS OF PAYMENT:

A. In consideration of services rendered, COUNTY shall pay CONTRACTOR on the basis of appropriate claims submitted to the Human Resources Agency in accordance with Exhibit "A" ("Expenditures/Positions and Salaries"), incorporated herein by reference, to be submitted by CONTRACTOR to COUNTY prior to the release of any payments under this Agreement. In no event shall the maximum payment made by COUNTY to CONTRACTOR under this Agreement exceed the sum of \$58,798 for the period of July 1, 1998 through June 30, 1999.

(B) Exhibit "A" ("Expenditures/Positions and Salaries") is amended as attached.

(C) Exhibit "B" ("Scope of Work Plan") is amended as attached.

AMENDMENT #1 TO COMMUNITY PROGRAMS CONTRACT #80246

114

SIGNATURE PAGE

DATED: 1/20/99

COUNTY OF SANTA CRUZ

By: Lucilia Espinoza
Human Resources Agency Administrator

DATED: January 20, 1999

CONTRACTOR

By: Ellen Pirie
CONTRACTOR's Authorized Representative
ELLEN PIRIE, Directing Attorney

Typed Name/Title
Senior Citizens Legal Services

Organization
501 Soquel Ave., -Suite F

Address
Santa Cruz, CA 95062

City State Zip
(831) 426-8824

Phone
94-2280258

Tax ID #

APPROVED AS TO FORM:

Jae M. Scott
County Counsel

Distribution: Human Resources Agency
County Administrative Office
County Counsel
Auditor-Controller
Contractor

(N:/COMMPROG/AMENDSR.LEG)

Agency: Senior Citizens Legal ServicesProgram: Legal Assistance

115

Please fill out this page for each separate program funded by the County. List ONLY positions paid by the County. Indicate with an "X" whether position is new or existing (already funded by County). Total Salaries here must match Total Salaries under Total Approved County Budget on Exhibit A, Page 1 (Expenses).

POSITION TITLES:	SALARY RATE X	HOURS/ WEEK X	WEEKS/ YEAR =	TOTAL AMOUNT PER YEAR	NEW	EXISTING
1. Directing Attorney	\$20/hr	2.2	52	\$7,319		X
3. Staff Attorney	\$20/hr	4.84	52	\$7,031		X
3. Paralegal-Watsonville office	\$13/hr	3.65	52	\$2,931		X
4. Paralegal-Santa Cruz office	\$11/hr	1.0	52	\$577		X
5. Secretary/Recept.	\$12/hr	12.85	52	\$8,018		X
6. Bookkeeper	\$15.50/hr	1.94	52	\$1,560		X
7.	\$			\$		
8.	\$			\$		
9.	\$			\$		
10.	\$			\$		
7000 TOTAL SALARIES REQUESTED				\$27,436		

Initials


 CONTRACTOR/CO.



County of Santa Cruz

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 454-4045 FAX: (408) 454-4642

March 9, 1999

Agenda: March 16, 1999

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, California 95060

SENIOR LEGAL SERVICES CONTRACT AMENDMENT

Dear Members of the Board:

During the 1998/99 Budget Hearings, your Board appropriated \$10,000 from index code 134536 to be allocated to fund a portion of Senior Legal Services housing activities. At that time, the Board indicated that the contract with Senior Legal Services would remain in Budget Unit 395200. While appropriations have been approved as part of the Supplemental Budget, to finalize the transaction approved by your Board during the 1998/99 Budget Hearings, it is necessary to approve a contract amendment with Senior Legal Services which would increase the contract amount by \$10,000 and expand the scope of work to include the provision of legal services to assist seniors in securing and retaining safe and affordable housing.

IT IS THEREFORE RECOMMENDED that your Board approve the attached contract amendment with Senior Legal Services.

Very truly yours,

CECILIA ESPINOLA

Administrator

CE/ES:pb

RECOMMENDED:

Susan A. Mauriello
County Administrative Officer

- Ad -

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

112

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM:

Human Resources Agency

RDA

(Signature)

(Dept.)

(Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

1. Said agreement is between the Human Resources Agency (Agency)
and Senior Citizen's Legal Services, 501 Soquel Ave., Ste. F, Santa Cruz, CA 95060 (Name & Address)

2. The agreement will provide legal services to seniors, and senior housing cases.

3. The agreement is needed to facilitate administration of Community Development Block Grant funds
approved during supplemental budget actions.

4. Period of the agreement is from July 1, 1998 to June 30, 1999

5. Anticipated cost is \$ 58,798 (Increase of \$10,000) (Fixed amount; Monthly rate Not to exceed)

6. Remarks: Amendment #1, W-9 on file.

Staff: Teresita Hinojosa-Pereira x4058.

7. Appropriations are budgeted in 135436 (Index#) 5635 (Subobject) 3975 * 10,000
395200 49,780

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered. Contract No. 80246 Date 3/2/99
are not will be

GARY A. KNUTSON, Auditor, Controller

By Gary A. Knutson Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
HRA Administrator to execute the same on behalf of the

Human Resources Agency (Agency).

Remarks: ES (Analyst)

County Administrative Officer
By ES Date 3/9/99

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. • White
Auditor-Controller • Blue
County Counsel • CM
Co. Admin. Officer • Canary
Auditor-Controller • Pink
Originating Dept. • Goldenrod

*To Orig. Dept. if rejected.

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____

_____ 19 _____ By _____ County Administrative Officer
_____ Deputy Clerk

19
WM-25 (6/95)

AGREEMENT

Amendment #1 to Community Programs Contract #80246

The County of Santa Cruz, by and through the Human Resources Agency, hereinafter referred to as "COUNTY" and SENIOR CITIZENS' LEGAL SERVICES, hereinafter referred to as "CONTRACTOR" hereby amend contract number 80246 which provides services from July 1, 1998 through June 30, 1999. The purpose of this amendment is to provide an augmentation in the amount of \$10,000, and thereby to modify the total contract amount and budget. The provisions of this Amendment shall be effective from July 1, 1998 through June 30, 1999. All other provisions of said contract shall remain the same.

(A) Paragraph 3.A. is amended to read:

3. BASIS OF PAYMENT:

A. In consideration of services rendered, COUNTY shall pay CONTRACTOR on the basis of appropriate claims submitted to the Human Resources Agency in accordance with Exhibit "A" ("Expenditures/Positions and Salaries"), incorporated herein by reference, to be submitted by CONTRACTOR to COUNTY prior to the release of any payments under this Agreement. In no event shall the maximum payment made by COUNTY to CONTRACTOR under this Agreement exceed the sum of \$58,798 for the period of July 1, 1998 through June 30, 1999.

(B) Exhibit "A" ("Expenditures/Positions and Salaries") is amended as attached.

(C) Exhibit "B" ("Scope of Work Plan") is amended as attached.

AMENDMENT #1 TO COMMUNITY PROGRAMS CONTRACT #80246

114

SIGNATURE PAGE

DATED: 1/20/99

COUNTY OF SANTA CRUZ

By: Lucilia Espinoza
Human Resources Agency Administrator

DATED: January 20, 1999

CONTRACTOR

By: Ellen Pirie
CONTRACTOR's Authorized Representative
ELLEN PIRIE, Directing Attorney

Typed Name/Title
Senior Citizens Legal Services

Organization
501 Soquel Ave., -Suite F

Address
Santa Cruz, CA 95062

City State Zip
(831) 426-8824

Phone
94-2280258

Tax ID #

APPROVED AS TO FORM:

Jae M. Scott
County Counsel

Distribution: Human Resources Agency
County Administrative Office
County Counsel
Auditor-Controller
Contractor

(N:/COMMPROG/AMENDSR.LEG)

Agency: Senior Citizens Legal ServicesProgram: Legal Assistance

115

Please fill out this page for each separate program funded by the County. List ONLY positions paid by the County. Indicate with an "X" whether position is new or existing (already funded by County). Total Salaries here must match Total Salaries under Total Approved County Budget on Exhibit A, Page 1 (Expenses).

POSITION TITLES:	SALARY RATE X	HOURS/ WEEK X	WEEKS/ YEAR =	TOTAL AMOUNT PER YEAR	NEW	EXISTING
1. Directing Attorney	\$20/hr	2.2	52	\$7,319		X
3. Staff Attorney	\$20/hr	4.84	52	\$7,031		X
3. Paralegal-Watsonville office	\$13/hr	3.65	52	\$2,931		X
4. Paralegal-Santa Cruz office	\$11/hr	1.0	52	\$577		X
5. Secretary/Recept.	\$12/hr	12.85	52	\$8,018		X
6. Bookkeeper	\$15.50/hr	1.94	52	\$1,560		X
7.	\$			\$		
8.	\$			\$		
9.	\$			\$		
10.	\$			\$		
7000 TOTAL SALARIES REQUESTED				\$27,436		

Initials


 CONTRACTOR/CO.

PROGRAM GOALS AND OBJECTIVESAgency: Senior Citizens Legal ServicesProgram: Legal Assistance**SCOPE OF WORK PLAN**

Contractor shall work toward achieving the following goals and accomplish the following objectives. This shall be done by performing the specified activities and evaluating the results using the listed methods to focus on process and/or outcome. Please indicate the number of Service Units to be provided.

MEASURABLE OBJECTIVE(S)	IMPLEMENTATION ACTIVITIES	TIMELINE	METHOD(S) OF EVALUATING PROCESS AND/OR OUTCOME OF OBJECTIVE(S)
1. Assist seniors in obtaining access to health care, including payment for medical services.	1a. Advise/represent at least 50 seniors with problems concerning Medicare, Medi-Cal or other insurance.	7/1/98 - 6/30/99	Review quarterly statistical program reports.
2. Assist seniors in securing and retaining adequate income for basic necessities.	2a. Advise/represent at least 80 seniors with problems concerning Social Security, SSI or other income.	7/1/98 - 6/30/99	Review quarterly statistical program reports.
	2b. Secure a direct measurable financial benefit to clients of at least \$100,000.	7/1/98 - 6/30/99	Review client financial benefit contained in the quarterly program report.
3. Assist seniors in securing and retaining safe and affordable housing.	3a. Advise/represent at least 50 seniors in matters relating to evictions, rent increases, subsidized housing, or other housing related problems.	7/1/98 - 6/30/99	Review quarterly statistical program reports.