



# County of Santa Cruz

0295

## HUMAN RESOURCES AGENCY

Cecilia Espinola, Administrator

1000 Emeline Avenue, Santa Cruz, CA 95060  
(831) 454-4130 or 454-4045 FAX: (831) 454-4642

April 17, 2002

AGENDA: May 7, 2002

### BOARD OF SUPERVISORS

County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA. 95060

### AMENDMENT TO CONTRACT WITH SHORELINE OCCUPATIONAL SERVICES

Dear Members of the Board:

On September 25, 2001 your Board approved a contract with Shoreline Occupational Services for the Post Employment Career Advancement Project (PECAP) to provide career advancement services for Human Resources Agency (HRA) Careerworks program participants. The purpose of this letter is to request your Board's approval of a contract amendment to increase project funding by \$7,036.00 for a total amount of \$163,047.00. Funds for this amendment are available from the CalWORKs single allocation and are included in the Human Resource Agency Budget for FY 2001-2002. This represents no additional County cost.

Services provided by this project include career advancement counseling for newly employed Career Works participants, assistance arranging for skill upgrade training, and assistance arranging for necessary supportive services such as child care and transportation. This amendment is needed so that Shoreline Occupational Services can increase current enrollment and service levels in anticipation of program continuation in the coming fiscal year.

IT IS THEREFORE RECOMMENDED that your Board approve the attached contract amendment with Shoreline Occupational Services to increase funding by \$7,036.00 and authorize the Human Resources Agency Administrator to sign the contract amendment on behalf of the County, as recommended by the **Human** Resources Agency Administrator.

Very truly yours,

CECILIA ESPINOLA  
Administrator

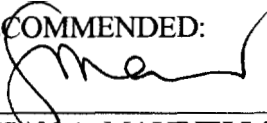
CE/CW:cw

**BOARD OF SUPERVISORS**

Agenda: May 7, 2002

**AMENDMENT TO CONTRACT WITH SHORELINE OCCUPATIONAL SERVICES**

RECOMMENDED:



\_\_\_\_\_  
SUSAN A. MAURIELLO  
County Administrative Officer

Attachments

CC: County Administrative Office  
Auditor Controller  
Contractor  
HRA Fiscal

EXHIBIT D

REVISED PROJECT BUDGET SUMMARY  
FY 2001-02

0297

**Shoreline Occupational Services - Post-Employment Career Advancement Project**  
Contract # 2661-02; Amendment #1; March 19, 2002

**Salaries and Benefits**

Salaries and Wages	97,932.00
Fringe Benefits	27,421.00
<b>Total Salaries and Benefits</b>	<b>125,353.00</b>

**Services and Supplies**

Space	
400 sq. ft@ \$1.00/sq. ft./month	4,800.00
facility Maintenance: @ \$66/month	792.00
Utilities@ \$99/month	1,188.00
Equipment Rental/ Maintenance, Small tools and	1,000.00
Communications	
4 Pager / Cell Phones @300/month	1,920.00
Telephone (includes Internet service)	1,200.00
Postage	120.00
Travel	
Local Travel 2000 miles@ \$.29/mile/month	2,784.00
Other Travel costs	1,500.00
Staff Training	1,590.00
Supplies and Printing	1,750.00
Professional Services and SubContractors	1,000.00
Insurances/ Bond/Audit	2,400.00
Other	
Participant incentives	2,465.00
Advertising and Recruitment	650.00
<b>Total Services and Supplies</b>	<b>25,159.00</b>
<b>Administrative Indirect Costs</b>	<b>12,535.00</b>
<b>Grand Total - All Expenses</b>	<b>\$163,047.00</b>



AMENDMENT TO AGREEMENT between the COUNTY OF SANTA CRUZ – HUMAN RESOURCES AGENCY- Careerworks Division and Shoreline Occupational Services-Goodwill Industries of Santa Cruz, Monterey and San Luis Obispo Counties, Inc.

Contract number ~~2661-02~~ <sup>2261</sup>, commencing on July 1, 2001, by and between the County of Santa Cruz and Shoreline Occupational Services, is hereby amended by revising the financial obligation and Exhibit D, Program Budget Summary FY 2001-2002. This contract is amended to read:

Obligation: Total contract cost will not exceed \$163,047.00.

Exhibit D: Revised Project Budget Summary, FY 2001-2002 (attached) replaces the original Exhibit D.

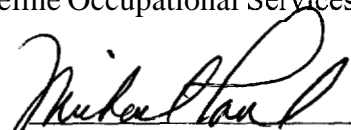
All other provision of this contact shall remain the same.

THIS CONTRACT AMENDMENT IS APPROVED BY THE PARTIES HERETO AND BECOMES EFFECTIVE ON THE 19<sup>TH</sup> DAY OF MARCH 2002.

COUNTY OF SANTA CRUZ  
Human Resources Agency

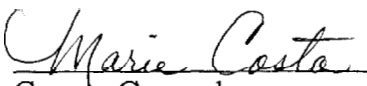
CONTRACTOR  
Shoreline Occupational Services

By: \_\_\_\_\_  
Cecilia Espinola, Administrator

By:   
Michael Paul

Date: \_\_\_\_\_

Date: 4/17/02

Approved as to Form By:  4-17-2002  
County Counsel Date

Approved as to Insurance By:  4-16-2002  
Risk Management Date

Distribution: Auditor Controller  
Human Resources Agency  
Contractor  
HRA Fiscal