

AMENDMENT TO SPECIAL CONTRACT SERVICES

17002246

20172273

Original Requisition Number

Contract Number

Date Change Order Created

The West Contra Costa Unified School District, and YMCA of the East Bay

Contractor

mutually agree to the following amendment:

AMENDMENT DATE

The effective dates of this amendment to Special Contract Services are:

From: 4/3/17

To: 6/30/17

AMENDMENT

The contract between the **West Contra Costa Unified School District** and the **Contractor** is amended as provided herein:

The YMCA of the East Bay will provide a case manager/group facilitator to work directly with newly immigrated students at Richmond High School. RHS has experienced an influx of students who have come to the city of San Pablo and Richmond from various places. Many of them are monolingual Spanish speaking and have experienced high levels of trauma in their place of origin. There is currently an ELD class that students are placed in in an effort to eventually streamline them into regular courses. The needs of these students vary but at the very least have proven to be very high due to the level of trauma that many of them have experienced and the need for additional supports to adjust to their new school and community environment. The new case manager/group facilitator will provide in classroom support, process groups and case management services to newcomers at RHS. Support and interventions provided will be culturally competent and trauma informed. Identified students will participate in an evidence based curriculum and restorative justice practices. The group facilitator will be part of a team providing trauma-informed, positive discipline and practices. The Specialist will work closely with the district staff at designated schools and under the supervision of the Richmond High School Community Schools Coordinator/Health Center Director.

Original Contract Amount \$ 45,000.00

Increase/Decrease Amount \$ 21,105.00

(Please Circle One)

Account Code(s)

01-3010-5860-364-1110-3110-300114-0-0000

5100

Funding Source

TITLE 1 COUNSELING

IV. SIGNATURES

Shui Korne 1/24/17

These signatures attest the parties agreement hereto:

DISTRICT

Joe Alz

Authorized District Signature

1/3/17
Date

CONTRACTOR

[Signature]

Authorizing Signature

1-9-16
Date

(Designate Official Capacity)



WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT

Consultant/Contract Services Summary

Contract or Requisition # 20172273

Board Date

Contract Number

Purchasing Use Only

Richmond High School

YMCA of the East Bay

School / Department

Consultant/Contractor Name

Jose De Leon

From 4/13/17 To 6/30/2017

Administrator Contact

Dates of Services

Account Number

Funding Source

Amount

01-3010-5860-364-1110-3111-030011-4-0000

TITLE 1 COUNSELING

\$ 21,105.00

Description of Services:

Total Amount of Contract: \$ 21,105.00

The YMCA of the east bay will provide a case manager/group facilitator to work directly with newly immigrated students at Richmond high school. RHS has experienced and influx of students who have come to the city of San Pablo and Richmond from various places. Many of them are monolingual Spanish speaking and have experienced high levels of trauma in their place of origin. There is currently an ELD class that students are experienced high levels of trauma in their place or origin. There is currently an ELD class that students are placed in an effort to eventually streamline them into regular courses. The needs of these students vary but at the very least have proven to be very high due to the level of trauma that many of them have experienced and the need for additional supports to adjust to their new school and community environment. The new case manager/group facilitator will provide in classroom support, process groups and case management services to newcomers at RHS. Support and interventions provided will be culturally competent and trauma informed. Identified students will participate in an evi

Number of Students / Staff Impacted:

All students will be eligible for services from the health clinician.

Outcome / Deliverables:

The counselor will work with directly newly immigrated students at RHS to provide support to adjust to their new school and community environment.

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

Originator Signature

11/24/17
Date

This form must be board agenda ready and be attached to all consultant contracts.

If additional space is needed please attach to this form.

This form must be typed.



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
1400 MARINA WAY SOUTH
RICHMOND, CALIFORNIA 94804
PURCHASING DEPARTMENT
PHONE (510) 231-1190
FAX (510) 236-0464

Purchase Order

Fiscal Year 2017

Page 1 of 0

ORIGINAL

THIS ORDER MUST APPEAR ON ALL
INVOICES AND PACKING SLIPS.

Purchase
Order #

20172273-00

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WEST CONTRA COSTA USD
1400 MARINA WAY SOUTH
ATTN: ACCOUNTS PAYABLE
PHONE (510) 231-1112
RICHMOND CA 94804

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YMCA OF THE EAST BAY
263 S 20TH ST
RICHMOND CA 94804

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RICHMOND HIGH SCHOOL
1250 23RD STREET
RICHMOND CA 94804

VENDOR PHONE NUMBER		VENDOR FAX NUMBER		REQUISITION NUMBER		DELIVERY REFERENCE	
510-412-5647		510-412-5650		17002246			
DATE ORDERED		VENDOR NUMBER		DATE REQUIRED		FREIGHT METHOD/TERMS	
11/30/2016		10845		08/22/2016			
LINE#		DESCRIPTION/ITEM NO.		QTY		UNIT	
		CONSTULTANT CONTRACT					
1		THE Y TEAM WILL PROVIDE A PART TIME CLINICIAN TO PROVIDE SERVICES TO STUDENT AS RICHMOND HIGH SCHOOL WITH THE SCHOOL HEALTH CENTER-CIS.		45000		LOT	
		COUNSELING SERVICES WILL BE PROVIDED BY A POST-MASTER LEVEL MENTAL HEALTH CLINICIAN, COORDINATOR THROUGH THE RHS HEALTH CENTER-CIS, WITH CLINICAL SUPERVISION AND SUPPORT PROVIDED BY THE Y-TEAM LICENSED CLINICIAN. THE CLINICIAN WILL ALSO PROVIDE COLLATERAL CONTACT TO PARENTS/GUARDIANS, TEACHERS AND OTHERS INVOLVED WITH STUDENTS WELFARE WHILE ALSO COMPLYING FOR CONFIDENTIALITY OF MENTAL HEALTH SERVICES. ALL RHS STUDENTS WILL BE ABLE TO ACCESS THESE SERVICES. STAFF WILL SERVE APPROXIMATELY TWENTY STUDENTS PER WEEK AND SUPPORT CRISIS INTERVENTION. PLEASE SEE FORMS C-F FOR ADDITIONAL INFORMATION.					
		EFFECTIVE DATES: 8/22/16 TO 6/30/17					
		***** GL SUMMARY *****					
		01-0670-5100-364-1110-3130-200100-0-4220					
		01-3010-5860-364-1110-3110-300114-0-0000					
						UNIT PRICE	
						1.00000	
						EXTENDED PRICE	
						\$45,000.00	

By

Director General Services

VENDOR

PO TOTAL

\$45,000.00



WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT

Consultant/Contract Services Summary

Contract or Requisition # 17002246

Board Date

20172273

Contract Number

Purchasing Use Only

RICHMOND HIGH SCHOOL

Y TEAM PROGRAM, YMCA OF THE EAST BAY

School / Department

Consultant/Contractor Name

JOSE A. DE LEON

From 8/22/16 To 6/30/17

Administrator Contact

Dates of Services

Account Number

Funding Source

Amount

01-3010-5860-364-1110-3110-300114-0-0000

\$ 10,000.00

01-0670-5100-364-1110-3110-200158-0-4240

\$ 35,000.00

3130-200100

Description of Services:

Total Amount of Contract: \$ 45,000.00

The Y Team will provide a part time clinician to provide services to student as Richmond High School with the School Health Center- CIS. Counseling services will be provided by a post-master level mental health clinician, coordinator through the RHS Health Center-CIS, with clinical supervision and support provided by the Y-Team Licensed Clinician. The Clinician will also provide collateral contact to parents/guardians, teachers and others involved with students welfare while also complying for confidentiality of mental health services. All RHS students will be able to access these services. Staff will serve approximately twenty students per week and support crisis intervention. Please see forms C-F for additional information.

Number of Students / Staff Impacted:

All students will be eligible for services from the health clinician.

Outcome / Deliverables:

The counselor will serve about 20 students per week with counseling sessions as well as about 1 crisis walk-in per day.

Justification:



Specialized Expertise



Requirement of Grant or Funding Source

Joe Alvarez
Originator Signature

9/19/16
Date

This form must be board agenda ready and be attached to all consultant contracts.

If additional space is needed please attach to this form.

This form must be typed.

AGREEMENT FOR SPECIAL CONTRACT SERVICES

Requisition Number: 17002246 Contract PO # 20172273

This Agreement, by and between the West Contra Costa Unified School District (hereinafter "**District**"), and YMCA of the East Bay (hereinafter "**Contractor**"), is for consultant or special services to be performed by a non-employee of the **District**. **District** and **Contractor** herein named do mutually agree to the following terms and conditions:

I. Responsibility of the Contractor

- A. **Contractor** shall perform the following duties; include detailed description of services, for example: What are they doing? How often are they performing their services, daily, weekly, monthly? (A proposal by **Contractor** may be attached after approved by **District** in lieu of outlining duties by **Contractor** in the following space)

The Y Team will provide a part time clinician to provide services to student as Richmond High School with the School Health Center- CIS. Counseling services will be provided by a post-master level mental health clinician, coordinator through the RHS Health Center-CIS, with clinical supervision and support provided by the Y-Team Licensed Clinician. The Clinician will also provide collateral contact to parents/guardians, teachers and others involved with students welfare while also complying for confidentiality of mental health services. All RHS students will be able to access these services. Staff will serve approximately twenty students per week and support crisis intervention. Please see forms C-F for additional information.

II. Compensation and Reimbursement

- A. **Contract Limit:** for services performed and costs incurred during the term of the Agreement, the total amount billed during the term of the contract shall not exceed \$ 45000.000.
- B. **Billing and Payment Procedures:** **Contractor** shall submit monthly time and cost invoices to the **District**. Approved payments shall be made by the **District** within thirty (30) days of receipt of the invoice from the **Contractor**.

III. Term and Termination of Agreement

- A. The term of the agreement shall commence on 8/22/16 and shall terminate on 06/30/2017 or at such time services have been completed, or until modified by written agreement (amendment) by both parties.
- B. This agreement may be reduced or terminated at any time during the term by the **District**. If this agreement is terminated, **Contractor** shall be paid pursuant to the schedule above in paragraph II on a prorated basis for any period of service of less than a month.

IV. Contractor

- A. **Contractor** is, for all purposes arising under this Agreement, a contractor. No officer, agent, or employee of **Contractor** or **District** shall be deemed an officer, agent or employee of the party hereto. Neither **Contractor** nor **District**, nor any officer, agent or employee hereto are entitled, including, but not limited to overtime, retirement benefits, worker's compensation benefits, and injury leave or other leave benefits.

scope of services performed, and no other uses thereof will be permitted except by permission of the **District**. Proprietary materials will be exempted from this clause.

VIII. Insurance

- A. **District** reserves the right to require any independent contractor to maintain general liability insurance during the term of the contract. Based on the duration and type of services to be performed, the **District** requires such insurance up to the amount of \$1,000,000.00.
- B. **Contractor** shall obtain and furnish proof of worker's compensation insurance as applicable.

IX. Assignment

- A. Neither **Contractor** nor **District** may assign and/or transfer any interest in this Agreement, without the prior written consent of the party hereto.

X Timely Performance

- A. In the event that **Contractor** fails in the requirement of timely performance, a review of the performance shall be made. All efforts shall be documented to correct the situation. If the **District** is unable to correct the situation, the District may exercise its right to terminate this Agreement as outlined in Section III (B).

AGREED:**CONTRACTOR****YMCA of the East Bay**

Company or Individual Name

Don Lau, Executive Director

Printed Name of Contractor or Authorized Signer

1 Contractor Signature

Date

2 Social Security Number / Tax ID #

263 South 20th Street

Address

Richmond CA

94804

City

State

Zip

510-837-6969 510-412-5650

Phone Number

Fax Number

dlau@ymcaeastbay.org

e-mail address

DISTRICT

Authorized District Signature

11/29/16

Date

Site / Department Administrator Signature

Jose DeLeon

Printed Name

Richmond High

School Site / Department Name

9/19/16

Date

510-231-1450

Phone Number

jdeleon@wccusd.net

e-mail address

1. Whenever organizational names are used, the authorized signature must include company title, such as president.
2. Whenever organizational names are used, the employer IRS Identification Number must be used instead of a Social Security Number.