



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

MUNTU DAVIS, M.D., M.P.H.
County Health Officer

MEGAN McCLAIRE, M.S.P.H.
Chief Deputy Director

JEFFREY D. GUNZENHAUSER, M.D., M.P.H.
Director, Disease Control Bureau

MARIO J. PÉREZ, M.P.H.
Director, Division of HIV and STD Programs

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AMENDMENT NUMBER: 4

June 17, 2021

Kelly Colopy, Director, Department of Health & Human Services
City of Long Beach
2525 Grand Avenue
Long Beach, California 90815

34949

Dear Ms. Colopy:

SUBJECT: CHANGE NOTICE TO CONTRACT NUMBER PH-003492 WITH CITY OF LONG BEACH

On January 1, 2018, City of Long Beach entered into contract number PH-003492 with the County of Los Angeles Department of Public Health (Public Health) for the provision of HIV and STD Prevention Services.

The Director of Public Health authorizes the budget modification for Schedule 4 , which has been replaced by Schedule 4.1 as outlined in the attached, effective on the date of execution.

This Contract change is permitted by Paragraph 8. ALTERATION OF TERMS/AMENDMENTS, Subparagraph 8.D, which states:

“8.D. Notwithstanding Paragraph 8.A., in instances where the County's Board of Supervisors has delegated authority to the Director to amend this Contract to permit modifications to or within budget categories within each budget, as reflected in Exhibit C, and corresponding adjustment of the scope of work tasks and/or activities and/or allow for changes to hours of operation, changes to service locations, and/or correction of errors in the Contract's terms and conditions, a written Change Notice shall be signed by the Director and Contractor, as authorized by the County's Board of Supervisors. The executed Change Notice shall be incorporated into and become part of this Contract.”

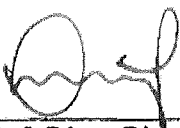
Upon execution and return by City of Long Beach, of three (3) originals of this Change Notice, it will be signed by the Director of the Division of HIV and STD Programs (DHSP) and incorporated into Contract Number PH-003492. All other terms and conditions of the Contract remain unchanged and in full effect.

This Change Notice format has been approved by County Counsel.

If you have any questions, please contact Monique Collins, DHSP Contract Administration, at (213) 351-1115.

NOTED AND APPROVED BY:

DEPARTMENT OF PUBLIC HEALTH

By 
Mario J. Pérez, Director
Division of HIV and STD Programs

CITY OF LONG BEACH

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER


By 
Signature

Thomas B. Modica
Print Name

Title City Manager
(Affix Corporate Seal)

MJP:mk

Attachment

APPROVED AS TO FORM
JUNE 30, 20 21
CHARLES PARKIN City Attorney
By 
TAYLOR M. ANDERSON
DEPUTY CITY ATTORNEY

AMENDMENT NUMBER: 4

SCHEDULE 4.1

*SCHEDULE 4.1 REPLACES SCHEDULE 4

CITY OF LONG BEACH

HIV AND STD PREVENTION SERVICES

	<u>Budget Period</u> January 1, 2021 Through December 31, 2021
<u>Salaries</u>	
<u>Full-Time</u>	
Licensed Vocational Nurse II	\$ 64,077
Community Program Specialist IV	\$ 87,819
Public Health Professional II	\$ 13,063
Health Educator II	\$ 61,247
Community Program Specialist III	\$ 34,130
Health Educator II	\$ 61,247
Health Educator II	\$ 49,610
Subtotal Full Time Salaries	\$ 371,193
Total Full-Time Benefits	\$ 211,580
Total Full-Time Salaries & Benefits	581,773
<u>Travel</u>	
Local Staff Travel	\$ 2,834
Parking Fee Costs	\$ 585
Total Travel	\$ 3,419
<u>Equipment</u>	
	\$ 0
<u>Supplies</u>	
Incentives	\$ 5,000
Office Supplies	\$ 5,791
Condoms/Lubricants	\$ 1,784
Postage	\$ 997
Total Supplies	\$ 13,287
<u>Other</u>	
Laboratory	\$ 8,297
Treatment	\$ 1,787
Office Equipment	\$ 3,203
Total Other	\$ 13,287
<u>Consultants/Subcontracts</u>	
	\$ 0
<u>Indirect Costs</u>	
	\$ 24,921
TOTAL PROGRAM BUDGET	\$ 637,972

During the term of this Contract, any variation to the above budget must be executed through a Change Notice which is signed by the Division of HIV and STD Programs' Director and Contractor. Funds shall only be utilized for eligible program expenses. Invoices and cost reports must be submitted and will be reimbursed in accordance with approved line-item detailed budgets.

COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
 DIVISION OF HIV AND STD PROGRAMS
 HIV/STD PREVENTION SERVICES
 CITY OF LONG BEACH
 CONTRACT PH-003492, SCHEDULE 4.1
 January 1, 2021 through December 31, 2021

BUDGET MODIFICATION #1

REVIEWED
 NP 06/15/2021
 FINANCE TC

A.	PERSONNEL	MONTHLY SALARY	# OF MOS.	FTE %	APPROVED BUDGET	CHANGE	REVISED BUDGET	ADMIN %	ADMIN DOLLARS
	Full-Time Staff								
1	PHA III (K. Brown)	6,398.32	0	1.0000	\$ 75,274	\$ (75,274)	\$ 0	0%	\$ 0
2	LVN II (J. Wesley)	5,339.75	12	1.0000	0	64,077	64,077	0%	0
3	CPS IV (A. Castellanos)	7,318.25	12	1.0000	71,618	16,201	87,819	5%	4,391
4	PHP II (M. Crump)	7,257.12	12	0.1500	4,269	8,794	13,063	0%	0
5	CPS V (S. Kong)	7,794.44	0	0.0500	4,356	(4,356)	0	100%	0
6	HE II (R. Rivera-January; Bailey Duggan-Feb.-Dec.)	5,103.92	12	1.0000	60,046	1,201	61,247	0%	0
7	CPS III (A. Sok)	6,771.83	12	0.4200	9,934	24,195	34,130	50%	17,065
8	HE II (TBH)	5,103.92	12	1.0000	0	61,247	61,247	0%	0
9	HE II (C. Moore)	5,103.92	12	0.8100	51,413	(1,803)	49,610	0%	0
10	MA II (H. Perez 1/23/2020)	3,679.11	0	0.5500	16,712	(16,712)	0	0%	0
11	MA II (I. Castro 2/2020)	4,191.00	0	1.0000	0	-	0	0%	0
12	HE I (B. Davis)	3,235.33	0	1.0000	38,824	(38,824)	0	0%	0
13	Outreach Worker I (A. Perez)	2,758.25	0	0.7000	23,189	(23,189)	0	0%	0
	Subtotal Full-Time Salaries				\$ 355,615	\$ 15,578	\$ 371,193		\$ 21,456
	Full-Time Employee Benefits @ 57.00%				224,962	(13,382)	211,580	6%	12,189
	Total Full-Time Salaries & Benefits				\$ 580,577	\$ 2,196	\$ 582,773		\$ 33,645
	Part-Time Staff								
1	N/A				\$ -	\$ -	\$ 0		\$ 0
2	N/A				-	-	0		0
	Subtotal Part-Time Salaries				\$ 0	\$ -	\$ 0		0
	Full-Time Employee Benefits @				-	-	0		0
	Total Part-Time Salaries & Benefits				\$ 0	\$ -	\$ 0		\$ 0
	Total Part-Time & Part-Time Salaries & Benefits				\$ 0	\$ -	\$ 0		\$ 0
B.	TRAVEL								
1	Local Staff Travel (reimbursed at \$0.58 per mile)				\$ 3,003	\$ (166)	\$ 2,834	5%	\$ 142
2	Parking Fee Costs				585	-	585	0%	0
	Total Travel				\$ 3,588	\$ (166)	\$ 3,419		\$ 142
C.	EQUIPMENT				\$ 0	\$ -	\$ 0	0%	\$ 0
D.	SUPPLIES								
1	Incentives				\$ 5,000	-	\$ 5,000	0%	\$ 0
2	Office Supplies				3,956	1,835	5,791	40%	2,316
3	Condoms/Lubricants				0	1,784	1,784	0%	0
4	Postage				0	997	997		0
	Total Supplies				\$ 8,956	\$ 4,616	\$ 13,572		\$ 2,316
E.	OTHER								
1	Xerox MFD				\$ 2,636	\$ (2,830)	\$ 0	50%	\$ 0
2	Laboratory				9,759	(1,462)	8,297	0%	0
3	Treatment				1,787	-	1,787	0%	0
4	Office Equipment				0	3,203	3,203		0
5	Utilities				0	-	0	0%	0
6	Rent				0	-	0	0%	0
	Total Other				\$ 14,182	\$ (1,035)	\$ 13,287		\$ 0
F.	CONSULTANTS/SUBCONTRACTS								
1	N/A				\$ 0	\$ -	\$ 0	0%	\$ 0
2	N/A				0	-	0	0%	0
	Total Consultant				0	-	0		0
G.	INDIRECT COSTS*	5.283%	4.276% New		\$ 30,669	\$ (5,748)	\$ 24,921	100%	\$ 24,921
	TOTAL BUDGET				\$ 637,972	\$ -	\$ 637,972		\$ 61,024

** Administrative Costs Cap (10% of Total Budget) =

\$63,797

** Administrative Costs =

\$61,024 9.67%

* Indirect Costs: NICRA Required - Maximum of 15% of Salaries and EB

revised 2/25/16