



Agenda Date: 5/23/2006
Agenda Placement: 6F

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Alice Hughey for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Amendment No. 4 to Agreement No. 2556 with Community Action of Napa Valley, Inc. (Shelter)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 2556 with Community Action of Napa Valley, Inc., revising the Scope of Work to provide for maintenance and utility costs at the South Napa Shelter, increasing the amount by \$7,692 for a new maximum of \$186,295 for Fiscal Year 2005-2006, and establishing a maximum dollar amount of \$295,816 for Fiscal Year 2006-2007, and each renewal thereof, for the operation of the Samaritan Family Center and South Napa Shelter.

EXECUTIVE SUMMARY

The requested amendment to the agreement with Community Action of Napa Valley, Inc., revises the Scope of Work and the contractor's budget for Fiscal Year 2005-2006 to reflect maintenance and utilities expenses at the South Napa Shelter. Its approval will also establish a maximum dollar amount for Fiscal Year 2006-2007.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the requested amendment will: (1) add maintenance and utilities to CANV's budget for the new South Napa Shelter; (2) provide for the necessary increase in the contract's Fiscal Year 2005-2006 maximum to enable payment for the corresponding expenditures; and (3) establish a maximum contract amount for Fiscal Year 2006-2007. The amounts included

	in the agreement for maintenance and utilities are estimates; reimbursement will be based on actual costs incurred.
Is the general fund affected?	Yes
Future fiscal impact:	The agreement terminates June 30, 2009. Appropriations for each fiscal year will be budgeted accordingly.
Consequences if not approved:	If this amendment is not approved, the contract will not provide for payment of maintenance and utilities costs.
Additional Information:	This agreement is funded 100% by the County General Fund.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: On February 1, 2005, the Board of Supervisors adopted Resolution 05-19 approving a Negative Declaration for the South Napa Homeless Shelter. According to the certified Negative Declaration, the proposed project would have no potentially significant environmental impacts. This project site is not on any of the lists of hazardous waste sites enumerated under Government Code Section 65962.5.

BACKGROUND AND DISCUSSION

Approval of the requested action will amend the current agreement with Community Action of Napa Valley for the operation of the new South Napa Shelter. The current agreement was approved by the Board on April 18, 2006. As was stated then, staff would come back with an amendment to enable the full deployment of services at the new shelter. The requested amendment adds maintenance and utility costs that were not addressed in the last amendment and establishes a maximum contract amount for Fiscal Year 2006-2007.

Community Action of Napa Valley, Inc., is not a health care provider for purposes of HIPAA. This position was taken because there is no use or disclosure of protected health information by or to the vendor under this agreement. Therefore, a Business Associate agreement is not required. The Agency has an executed Business Associate agreement on file with this vendor for services provided under other agreements the vendor has with this Agency.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita