

UNIVERSITY OF CALIFORNIA, DAVIS

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UC DAVIS EXTENSION
www.extension.ucdavis.edu

1333 RESEARCH PARK DRIVE
DAVIS, CALIFORNIA 95618-4852

Agreement

Agreement for Services UC Davis Extension

This Agreement is made this 19th day of JUNE 2018, by and between The Regents of the University of California, a California corporation ("University") acting for and on behalf of the Davis campus UC Davis Extension Northern California Training Academy, and Mendocino County Health and Human Services Agency ("Client.")

TERMS AND CONDITIONS

1. Definition Of Service. Services of University's Organizational Assessment will be furnished to Client only for the purposes stated in the Exhibit A, attached. Additional work will be performed only if authorized in advance by written amendment to this agreement executed by both parties.
2. Term. The term of this agreement shall be from July 1, 2018 through June 30, 2019.
3. Termination. This agreement shall be subject to termination by either party at any time, upon 30 days written notice to the other party.
4. Contacts & Notice. Any notice, request, or inquiry regarding the provisions of this agreement, its termination, or similar matters shall be directed to the following addresses:

<u>University:</u> Kelly Musselman Office of Research, Sponsored Programs 1850 Research Park Drive, Suite 300 Davis, California 95618 (530) 754-7700 awards@udavis.edu	<u>Client:</u> Mendocino County HHSA Family & Children's Services Attn: Jena Conner P.O. Box 839 Ukiah, CA 95482 (707) 463-7971
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Questions about the services should be directed to:

University:
Susan Brooks

UC Davis Extension
1632 Da Vinci Court
Davis, California 95618
(530) 757-8587

Client:
Mendocino County HHSA
Family & Children's Services
Attn: Jena Conner
P.O. Box 839
Ukiah, CA 95482
(707) 463-7971

the University for that purpose; Client understands and agrees, however, that University shall have no obligation to comply with any such request of Client.

12. University Name. No form of University's name shall be used in any form or manner in advertisements, reports or other information released to the public without the prior written approval of University.
13. Relationship Of The Parties. The parties to this agreement shall be and remain at all times independent contractors, neither being the employee, agent, representative, or sponsor of the other in their relationship under this agreement.
14. Time Limit For Action. No action, regardless of form, arising from transactions under this agreement may be brought by either party more than one year after the cause of action has accrued.
15. Severability of Terms. In the event of any conflict between any provisions of this agreement and any applicable law, rule or regulation, this agreement shall be modified only to the extent necessary to eliminate the conflict and the rest of the agreement shall remain unchanged and in full force and effect.
16. Governing Law. This agreement shall be construed and enforced in accordance with the laws of the State of California; parties agree to resort solely to the courts of the State of California for any relief under this agreement.
17. Whole Agreement. This agreement constitutes the entire understanding of the parties respecting the subject matter hereof and supersedes any prior understanding or agreement between them, written or oral, regarding the same subject matter.

In witness whereof, the parties have executed this agreement on the day and year first written above.

THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA

By 

~~Paul M. McNeil~~
~~Dean, UC Davis Extension~~

Date 6/5/2018

FEIN: 94-6036494

Grace Liu, J.D.
Associate Director, Sponsored Programs

CLIENT

By 

Anne Molgaard
Acting HHSA Director

Date 5/1/18

Exhibit A
Work Description

Description of work to be performed:

1. University will provide the following:
 - a. Arrange and provide consultation, program development and technical assistance as recommended by the implementation plan developed from the organizational assessment of Mendocino County's HHSA/Family & Children's Services, as follows but not limited to:
 - i. 2 days consultation on coaching-based supervision.
 - ii. 1 day consultation on how to increase collaboration with county stakeholders, including County Counsel and Resource Families.
 - iii. 2 days consultation on Secondary Traumatic Stress (STS) for all staff and supervisors to integrate strategies into case consultations and develop ongoing system support for STS.
 - iv. 4 days consultation and implementation support for Visit Coaching.
 - v. 12 days of on-site team-based consultation, with a focus on disposition to case closure, including but not limited to addressing the following:
 1. Analysis of workflow, workload, roles and functions, with the goal of determining appropriate assignment and distribution of tasks, estimating reasonable caseload size, developing consistency of practice, and maximizing workforce expertise.
 2. Behaviorally-based case planning.
 3. Safety network development and enhanced family finding.
 4. The value of being a permanency-focused organization, providing the opportunity to explore bias and assumptions about permanency that can impact decisions and processes.
 5. Continuous Quality Improvement (CQI), to implement a strong CQI process and establish a strong foundation for program improvement as part of a learning organization.
 - vi. 3 days of review, technical assistance and program development on improving the use of SDM safety and risk assessments and critical thinking skills for social workers, including:
 1. One-day review of SDM reunification and in-home reassessments.
 2. Working with supervisors around strategies for integrating SDM

assessments and critical thinking into case consultations.

- vii. 6 days of on-site technical assistance to support any areas of consultation listed above and other critical agency needs identified by the Mendocino Organizational Improvement Initiative Implementation Team.

- 2. County will cooperate with University's subject matter experts.

[END OF WORK DESCRIPTION]

Exhibit B
Payment Terms

County will pay University as per the following instructions

1. Consultations as defined in Exhibit A approximately \$ 115,000

University will submit one invoice to the County by January 15, 2019 for consultation services provided from July 2018 to December 2018 and the final invoice to the County by July 15, 2019 for consultation services provided from January 2019 to June 2019.

Submit all billing to:

HHSA Family and Children's Services
Attn: Randy Colson
PO Box 839
Ukiah, CA 95482

Payments shall not exceed One Hundred Fifteen Thousand Dollars (\$115,000) for the term of this Agreement.

[END OF PAYMENT TERMS]

IN WITNESS WHEREOF
DEPARTMENT FISCAL REVIEW:

Ann Molgaard
Anne Molgaard, Acting HHSA Director
Date: 5/1/18

Budgeted: ☒ Yes ☐ No

Budget Unit: 5010

Line Item: 86-2187

Org/Object Code: SSOT

Grant: ☐ Yes ☒ No

COUNTY OF MENDOCINO

By: Dan Hamburg
DAN HAMBURG, Chair
BOARD OF SUPERVISORS
Date: JUN 20 2018

ATTEST:

CARMEL J. ANGELO, Clerk of said Board

By: Karla Van Hagen
Deputy JUN 20 2018

I hereby certify that according to the provisions of
Government Code section 25103, delivery of this
document has been made.

CARMEL J. ANGELO, Clerk of said Board

By: Karla Van Hagen
Deputy JUN 20 2018

INSURANCE REVIEW:

By: Carmel J. Angelo
Risk Management

Date: 5-9-18

CONTRACTOR/COMPANY NAME

By: Grace Liu
~~Paul M. McNeil, Dean UC Davis Extension.~~
Grace Liu, J.D.
Date: 6/5/2018 Associate Director, Sponsored Programs

NAME AND ADDRESS OF CONTRACTOR:

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
University of California, Davis Extension

1850
1333 Research Park Dr.

Davis, CA 95618

754-7700
530-757-8669; indavis@ucdavis.edu

Awards
By signing above, signatory warrants and
represents that he/she executed this
Agreement in his/her authorized capacity and
that by his/her signature on this Agreement,
he/she or the entity upon behalf of which
he/she acted, executed this Agreement

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:

KATHARINE L. ELLIOTT,
County Counsel

By: Charlotte Scott
Deputy

Date: 5/2/18

EXECUTIVE OFFICE/FISCAL REVIEW:

By: Jonelle Rann
Deputy CEO

Date: 5-9-18

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; \$50,001+ Board of Supervisors

Exception to Bid Process Required/Completed ☒ 18-163

Mendocino County Business License: Valid ☐

Exempt Pursuant to MCC Section: School Entity