

**STANDARD AGREEMENT**

STD 213 (Rev. 10/2018)

AGREEMENT NUMBER  
TV-1920-25

PURCHASING AUTHORITY NUMBER (if applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Department of Aging

CONTRACTOR NAME

City of Los Angeles Department of Aging

2. The term of this Agreement is:

START DATE

July 1, 2019

THROUGH END DATE

June 30, 2020

3. The maximum amount of this Agreement is:

\$1,502,651 - One million five hundred two thousand six hundred and fifty-one and 00/100 dollars

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

EXHIBITS	TITLE	PAGES
Exhibit A	Scope of Work	13
Exhibit B	Budget Detail and Payment Provisions	10
Exhibit C*	General Terms and Conditions	GTC 04/2017
Exhibit D	Special Terms and Conditions	34
Exhibit E	Additional Provisions	10

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at [www.dgs.ca.gov/ols/resources/standardcontractlanguage.aspx](http://www.dgs.ca.gov/ols/resources/standardcontractlanguage.aspx)

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Los Angeles Department of Aging

CONTRACTOR BUSINESS ADDRESS

221 N. Figueroa Street, Suite 500

CITY

Los Angeles

STATE

CA

ZIP

90012-4390

PRINTED NAME OF PERSON SIGNING

LAURA TREJO

TITLE

General Manager

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

California Department of Aging

CONTRACTING AGENCY ADDRESS

1300 National Drive, Suite 200

CITY

Sacramento

STATE

CA

ZIP

95834-1992

PRINTED NAME OF PERSON SIGNING

Nate Gillen

TITLE

Manager, Contracts &amp; Business Services

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION, IF APPLICABLE

AG OP 80-111.

## BUDGET SUMMARY

BUDGET PERIOD: 7/1/2019 - 6/30/2020	<input checked="" type="checkbox"/> DIRECT <input type="checkbox"/> SUBCONTRACTED	<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION NO.: <input type="checkbox"/> RFP	CONTRACT NO.: TV 1920-25	SLOTS: 164	DATE: 4/9/19
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### SECTION A

COST CATEGORIES	CONTRACTOR ADMIN		SUBCONTRACTOR ADMIN		PROGRAM/PWFB				TOTAL				
	(a) Federal	(b) Recipient Local Share	(c) Federal	(d) Recipient Local Share	(e) Federal	(f) State	(g) Recipient Local Share	(h) Program Income	(i) Federal	(j) State	(k) Recipient Local Share	(l) Program Income	(m) Total
<b>PERSONNEL COSTS</b>													
Personnel	120,212				1,187,094				1,307,306		0	0	1,307,306
Fringe Benefits							206,086		0		206,086	0	206,086
<b>Total Personnel Costs</b>	120,212	0	0	0	1,187,094		206,086	0	1,307,306		206,086	0	1,513,392
<b>OPERATING COSTS</b>													
Travel									0		0	0	0
Equipment									0		0	0	0
Supplies									0		0	0	0
Consultant									0		0	0	0
One-Stop Shared Infrastructure									0		0	0	0
Orientation					46,590				46,590		0	0	46,590
Assessment					49,585				49,585		0	0	49,585
Training					49,585				49,585		0	0	49,585
Supportive Service									0		0	0	0
Job Development					49,585				49,585		0	0	49,585
Transportation									0		0	0	0
Other									0		0	0	0
<b>Total Operating Costs</b>	0	0	0	0	195,345		0	0	195,345		0	0	195,345
Indirect Costs									0		0	0	0
<b>Total Operating and Indirect Costs</b>	0	0	0	0	195,345		0	0	195,345		0	0	195,345
<b>TOTAL COSTS</b>	120,212	0	0	0	1,382,439		206,086	0	1,502,651		206,086	0	1,708,737

### SECTION B

	(a) Federal	(b) State	(c) Recipient Local Share	(d) Program Income	(e) Total
<b>TOTAL ADMINISTRATION</b>	120,212		0		120,212
<b>TOTAL SUBCONTRACTOR ADMIN</b>	0		0		0
<b>TOTAL PROGRAM/PWFB</b>	1,187,094		206,086	0	1,393,180
<b>TOTAL PROGRAM/OTHER</b>	195,345		0	0	195,345
<b>TOTAL COSTS</b>	1,502,651		206,086	0	1,708,737

### SECTION C

	%
Contractor Administration (no more than 8%)	8.00%
PWFB (at least 79%)	79.00%
Recipient Local Share	13.71%

### SECTION D

Payment Method: Reimbursement ☒ Advance ☐

Approved Indirect Cost Rate(s):

### FOR STATE USE ONLY

Program Fiscal Team Analyst:	Date:	Program Fiscal Team Manager:	Date:
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## CONTRACTOR ADMINISTRATION\*

BUDGET PERIOD: 7/1/2019 - 6/30/2020	<input checked="" type="checkbox"/> DIRECT	<input type="checkbox"/> SUBCONTRACTED	<input checked="" type="checkbox"/> ORIGINAL	<input type="checkbox"/> REVISION NO.: [ ]	<input type="checkbox"/> RFP	CONTRACT NO.: TV 1920-25	SLOTS: 164	DATE: 4/9/19
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SECTION A: PERSONNEL COSTS			
	(a) Annual Wage Rate	(b) % of Time Devoted	(c) Total
Position Classification:			
Sr. Management Analyst I	\$121,146	85.00%	102,974
Sr. Management Analyst II	\$150,127	11.48%	17,238
			0
			0
			0
			0
<b>TOTAL PERSONNEL</b>			120,212
<b>FRINGE BENEFITS</b>			
<b>TOTAL PERSONNEL COSTS</b>			120,212

  

SECTION B: OPERATING COSTS			Total
Travel:			
Equipment** (List below):			
	Quantity	Unit Price	
			0
			0
Supplies:			
Consultant:			
One-Stop Shared Infrastructure costs			
Other (List):			
<b>TOTAL OPERATING COSTS</b>			0
<b>INDIRECT COSTS</b>			
<b>TOTAL COSTS - ADMINISTRATION</b>			120,212

\* Complete this page if contractor retains federal funds for administrative costs.

\*\* Complete Equipment Page

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## PROGRAM COSTS

BUDGET PERIOD: 7/1/2019 - 6/30/2020	<input checked="" type="checkbox"/> DIRECT <input type="checkbox"/> SUBCONTRACTED	<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION NO.: <input type="text"/> 1 RFP	CONTRACT NO.: TV 1920-25	SLOTS: 164	DATE: 4/9/19
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### PROGRAM PARTICIPANT WAGES AND FRINGE BENEFITS (PWFB)

#### SECTION A: PERSONNEL

	(a) Number of Participants	(b) Wage per Hour	(c) Average Work Week Hours	(d) Average Number of Weeks	(e) Total
Participant Classification					
Community Administration Support Worker I	89	\$14.25	18	52	1,171,039
Community Administration Support Worker I (Monitor)	1	\$16.25	19	52	16,055
					0
					0
					0
TOTAL PERSONNEL					1,187,094

#### SECTION B: FRINGE BENEFITS

Categories	Number of Participants	Total
Physicals	90	3,330
FICA		76,330
Workers Compensation		126,426
Other:		
TOTAL FRINGE BENEFITS		206,086
TOTAL PERSONNEL COSTS - PROGRAM/PWFB		1,393,180

### PROGRAM/OTHER

#### SECTION C: OPERATING COSTS

Categories	Staff Costs	Other	Total
Travel			0
Equipment** (List)			0
Supplies			0
Consultant			0
Orientation *	46,590		46,590
Assessment *	49,585		49,585
Training *	49,585		49,585
Supportive Services *			0
Job Development *	49,585		49,585
Transportation *			0
One-Stop Shared Infrastructure costs			0
Other (List):			0
			0
			0
TOTAL OPERATING COSTS			195,345
INDIRECT COSTS			
TOTAL OPERATING AND INDIRECT COSTS - PROGRAM/OTHER			195,345

\* List Program Staff: (Optional)

\*\* Complete Equipment Page



## PROPERTY/EQUIPMENT\*

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### LIST ALL PROPERTY/EQUIPMENT WITH A PER UNIT PRICE OF \$500 or MORE

ITEM DESCRIPTION	CONTRACTOR NAME	PURPOSE/JUSTIFICATION/ALLOCATION	UNIT PRICE	QTY	TOTAL COST	TITLE V SCSEP %	TITLE V SCSEP COST
CONTRACTOR ADMINISTRATION EQUIPMENT							
							0
							0
							0
							0
							0
							0
CONTRACTOR ADMINISTRATION EQUIPMENT PURCHASES TOTAL							0
SUBCONTRACTOR ADMINISTRATION EQUIPMENT							
							0
							0
							0
							0
							0
							0
SUBCONTRACTOR ADMINISTRATION EQUIPMENT PURCHASES TOTAL							0
PROGRAM EQUIPMENT							
							0
							0
							0
							0
							0
							0
							0
							0
							0
PROGRAM EQUIPMENT PURCHASES TOTAL							0

\*All SCSEP Equipment with a per unit price of \$5,000 or more must receive prior approval by Department of Labor.

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**PROGRAM / OTHER OPERATING COSTS (Including Fringe Costs--> CAP 39 = 48.50%)**

	<u>Federal</u>
<b><u>TRANSPORTATION</u></b>	
Mileage for Monitors	\$ -
<b><u>EQUIPMENT</u></b>	
Equipment with useful life greater than 1 year	\$ -
<b><u>SUPPLIES</u></b>	
Office supplies and other consumables, printing costs for brochures	
<b><u>CONTRACTUAL</u></b>	
Copiers and copy paper	
Validations and parking passes	\$ -
<b><u>SUPPORTIVE SERVICE</u></b>	
Items used by Trainees; not salary	\$ -

	Annual Salary	% time devoted	% Salary for Category
<b><u>ORIENTATION</u></b>			
MANAGEMENT ANALYST I	\$74,061	20.96%	15,520
MANAGEMENT ASSISTANT	\$72,996	25.00%	18,249
MANAGEMENT ASSISTANT	\$51,281	25.00%	12,820
SENIOR MGMT ANALYST	\$121,146	0.00%	0
			<u>46,590</u>
<b><u>ASSESSMENT</u></b>			
MANAGEMENT ANALYST I	\$74,061	25.00%	18,515
MANAGEMENT ASSISTANT	\$72,996	25.00%	18,249
MANAGEMENT ASSISTANT	\$51,281	25.00%	12,820
			<u>49,585</u>
<b><u>TRAINING</u></b>			
MANAGEMENT ANALYST I	\$74,061	25.00%	18,515
MANAGEMENT ASSISTANT	\$72,996	25.00%	18,249
MANAGEMENT ASSISTANT	\$51,281	25.00%	12,820
			<u>49,585</u>
<b><u>JOB DEVELOPMENT</u></b>			
MANAGEMENT ANALYST I	\$74,061	25.00%	18,515
MANAGEMENT ASSISTANT	\$72,996	25.00%	18,249
MANAGEMENT ASSISTANT	\$51,281	25.00%	12,820
			<u>49,585</u>
<b>TOTALS: Staff Salaries</b>	<b>Staff Salaries</b>		<u><b>195,345</b></u>

**CAP 39**

	<b><u>Fringe Benefits</u></b>	<b><u>Central Services</u></b>
Balance of Department	48.50%	21.63%
Title V*	27.87%	5.11%

<b><u>Fringe Benefits for Trainees:</u></b>	Workers Compensation:	10.65%
	Medicare	1.21%
	Social Security	5.22%
	Cost of Physical [Per Hour]	\$ 37.00