

Infor Contract No. 5240

**SECOND AMENDMENT  
(BOS AGREEMENT NO. \_\_\_\_ - \_\_\_\_)**

This Second Amendment to Agreement No. 5240 (“Second Amendment”) is made and entered into as of the last date signed below, by and between the County of Yolo (“County”) and EVALCORP (“Contractor”), jointly referred to as the “Parties” herein.

**WHEREAS**, on or about December 18, 2023, the Parties entered into Agreement No. 5240 (“Agreement”); and

**WHEREAS**, on or about December 6, 2024, the Parties Amended the Agreement via the First Amendment; and

**WHEREAS**, the Parties would now like to amend the Agreement, as previously amended, to:

1. Revise **Paragraph III.B1.** to shift funding in the amount of \$22,500 from Fiscal Year (FY) 2024-25 to FY 2025-26 with no change to contract maximum; and
2. Revise **Paragraph V.A.** of **Exhibit A** to update data collection timeline; and
3. Revise **Paragraph V.B.2.** of **Exhibit A** to update Project Year 2 timeline information; and
4. Revise **Paragraph V.B.3.** of **Exhibit A** to update Project Year 3 timeline information; and
5. Revise **Paragraph I.B.2.** of **Exhibit B** to update County email address for claim submission; and
6. Revise **Paragraph V.E.** of **Exhibit C** to update Audit language; and
7. Revise **Paragraph VIII.D.2.a.i.** of **Exhibit C** to update County’s Risk Manager email addresses; and
8. Revise **Paragraph VIII.I.** of **Exhibit C** to update County email addresses for reporting requests of confidential information or subpoenas; and
9. Revise **Paragraph XVII.A.** of **Exhibit C** to update County contact for notices; and
10. Revise **Exhibit D** to update deliverable schedule.

**NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:**

1. **Paragraph III.B1.** of the Agreement is hereby amended to read as follows:

**B1.** Any other provision of this Agreement notwithstanding, the maximum payment obligation to Contractor through **June 30, 2026**, shall be no greater than **THREE HUNDRED EIGHTY-ONE THOUSAND DOLLARS (\$381,000)** specified as follows:

Fiscal Year 2023-24 November 27, 2023 through June 30, 2024	Fiscal Year 2024-25 July 1, 2024 through June 30, 2025	Fiscal Year 2025-26 July 1, 2025 through June 30, 2026	Total
\$65,750	\$94,750	\$220,500	<b>\$381,000</b>

//

//

Infor Contract No. 5240

**2. Paragraph V.A. of Exhibit A** to the Agreement is hereby amended to read as follows:

**A.** Below outlines Contractor’s primary data collection activities for the three-year project term. A timeline with additional high-level activities by month is also provided.

<b>Project Year</b>	<b>Project Year 1</b> (Nov 2023-June 2024)	<b>Project Year 2</b> (July 2024-June 2025)	<b>Project Year 3</b> (July 2025-June 2026)
<b>Primary Deliverable</b>	Annual Update FY 2024-2025	Annual Updates FY 2024-2025 & FY 2025-2026	Annual Update FY 2025-2026 & Three-Year Integrated Plan FYs 2026-2029
<b>Data Collection Activities</b>			
<b>Key Stakeholder Interviews</b>	Up to 5 Interviews	Up to 5 Interviews	Up to 25 Interviews
<b>Focus Groups</b>	0 Focus Groups	10 Focus Groups	Up to 5 Focus Groups
<b>Listening Sessions</b>	5 Listening Sessions (West Sacramento, Woodland, Davis, and 2 rural Yolo County locations to be determined with CPPP workgroup members)	5 Listening Sessions (West Sacramento, Woodland, Davis, and 2 rural Yolo County locations to be determined with CPPP workgroup members)	5 Listening Sessions (for example: FSP, BHSS, and Housing Interventions)
<b>Community Member Survey</b>	1 survey (online and paper) reaching an estimated, 200-250 residents	1 survey (online and paper) reaching an estimated, 200-250 residents	1 survey (online and paper) disseminated to an estimated, 400-700 residents

**3. Paragraph V.B.2. of Exhibit A** to the Agreement is hereby amended to read as follows:

**2. Project Year 2 Timeline (July 2024 to June 2025)**

- a.** July-January: Revise to finalize Draft of FY 2024-2025 Annual Update.
- b.** Dec-January: Adjustments are made to the Community Engagement Plan and Data Collection Tools as needed.
- c.** January-March: Survey launch; scheduling and completion of Key Stakeholder Interviews
- d.** March: Survey data collection and evaluation
- e.** March: Begin report drafting.
- f.** January-March: Facilitate community listening sessions.
- g.** March-April: Draft of FY 2025-2026 Annual Update available for internal review
- h.** April-May: Draft of FY 2025-2026 Annual Update Posted for 30 Day Public Comment Period.
- i.** May: Report revisions; presentations/materials
- j.** June: Presentation to and approval by the Board of Supervisors.

//

Infor Contract No. 5240

4. **Paragraph V.B.3. of Exhibit A** to the Agreement is hereby amended to read as follows:

**3. Project Year 3 Timeline (July 2025 to June 2026)**

- a. Fall: Revise to finalize Draft of FY 2025-2026 Annual Update.
- b. July/August: BHSA planning for Community Engagement Plan and Data Collection Tools as needed.
- c. September-October: Begin focus group and key informant interview scheduling & facilitation, Community Survey launch; facilitate listening sessions, and provide BHSA technical assistance.
- d. November: Survey closes and complete primary community engagement by end of month.
- e. December: Provide thematic high-level summary of CPP & narrative.
- f. January/February: Support BHSA draft Integrated Plan, presentations & materials, public posting process, public hearing, and technical assistance.
- g. March: Support BHSA draft Integrated Plan submission to DHCS (technical assistance).
- h. April-June Plan revisions; presentations & materials, and final Integrated Plan

5. **Paragraph I.B.2. of Exhibit B** to the Agreement is hereby amended to read as follows:

- B. Claims/invoices shall be submitted to [HHSAContractsPayables@yolocounty.gov](mailto:HHSAContractsPayables@yolocounty.gov) and [Fabian.Valle@yolocounty.gov](mailto:Fabian.Valle@yolocounty.gov).

6. **Paragraph V.E. of Exhibit C** to the Agreement is hereby amended to read as follows:

E. If applicable, Contractor shall comply with the Single Audit Act and the audit reporting requirements set forth in Title 2, Code of Federal Regulations Part 200. Should Contractor expend one million dollars (\$1,000,000) or more in Federal funds during any fiscal year, Contractor shall furnish County copies of the Certified Audited Financial Reports from an independent Certified Public Accountant (CPA) firm, covering the Cost Report period, i.e., July 1 through June 30, or covering a twelve (12) month period that is most recent and relevant to the Cost Report period, and provide a detailed audit of all costs included in the Cost Report. This Audit shall be performed in accordance with Office of Management and Budget (OMB) Uniform Grant Guidance or Super Circular (Title 2, Code of Federal Regulations Part 200, subpart F) conducted in accordance with generally accepted government auditing standards as described in Government Auditing Standards (2024 Revision) and provided in a form satisfactory to the Director.

If the Agreement expires on June 30, Contractor shall provide this Audit Report no later than July 31 the year following the next fiscal year (for example for cost report period ending June 30, 2021, the certified audit report would be due before July 31, 2022). In the event that this Agreement expires or is terminated on a date other than June 30, Contractor shall provide County such an Audit Report covering the preceding period of July 1 through the date of expiration or termination no later than no later than forty-five (45) days after the date of expiration or termination, unless otherwise specified by the Director. Contractor shall ensure that audit work papers supporting the report are retained for a period of three (3) years from the date of the audit report, and longer if notified by the State or County to extend the retention period and are made available to the State and/or County upon request.

7. **Paragraph VIII.D.2.a of Exhibit C** to the Agreement is hereby amended to read as follows:

- i. County's Risk Manager/Safety Officer, [Risk.Mgmt@yolocounty.gov](mailto:Risk.Mgmt@yolocounty.gov); and

//



Infor Contract No. 5240

**IN WITNESS WHEREOF** the Parties have executed this Second Amendment as of the day and year last set forth below.

**CONTRACTOR**

DocuSigned by:  
*Kristen Donovan*  
BA4FBBE84A12483  
\_\_\_\_\_  
Kristen Donovan, President  
EVALCORP

Date: 10/9/2025

**COUNTY OF YOLO**

\_\_\_\_\_  
Mary Vixie Sandy, Chair  
Board of Supervisors

Date: \_\_\_\_\_

Signed by:  
*Mónica Morales*  
11711BEA0F074CE...  
\_\_\_\_\_  
Mónica Morales, Director  
Health and Human Services Agency

Attest:  
Julie Dachtler, Senior Board Clerk  
Board of Supervisors

By: \_\_\_\_\_  
Deputy (Seal)

Approved as to Form:  
Philip J. Pogledich, County Counsel

By: *Hope P. Welton*  
\_\_\_\_\_  
Hope P. Welton, Senior Deputy

**EXHIBIT D – DELIVERABLE SCHEDULE**

<b>EVALCORP</b>		
<b>Year 1 (FY 2023-24)</b>		
<b>Deliverable</b>	<b>Cost</b>	<b>Description</b>
Project Launch	\$2,500	Proposed cost is inclusive of agenda and all preparatory materials required for successful project kickoff including high-level timeline and communication plan for the project.
Monthly Project Meetings	\$8,000	Proposed cost will ensure effective and timely services and deliverables to Yolo County Project Staff and their partners/stakeholders. Contractor anticipates eight (8) monthly project meetings in the first year (assuming a start date of November 1). This cost is also inclusive of ad hoc meetings with Yolo County Project Staff and stakeholders as needed to produce all proposed project deliverables. Contractor anticipates these meetings to take place on Zoom.
CPPP Workgroup Meetings	\$1,750	Proposed cost aligns with anticipated CPPP Community Engagement Workgroup (CEWG) Meetings and includes preparation time, material and agenda development, and travel to any desired in-person CPPP Workgroup Meetings.
Presentations to Mental Health Board and Board of Supervisors	N/A	Proposed cost is inclusive of travel, development of presentation materials, and delivery of presentation to the Mental Health Board and the Board of Supervisors by Contractor staff annually, at minimum.
Project and Community Engagement Plan	\$3,500	Proposed cost involves time spent developing draft and final versions of the Project and Community Engagement Plan, which is designed to inform methods to ensure a representative sample of the community is engaged in the process. Contractor prioritizes a diverse, equitable, and inclusive process that engages hard-to-reach and harder-to-reach residents of Yolo County.
Data Collection Tool Development	\$12,500	Proposed cost will involve draft and final versions of quantitative and qualitative data collection tools (e.g., Survey, Interview Protocol, and Listening Sessions) as well as translated versions for, at minimum, the County’s threshold languages.
Data Collection	\$14,000	Proposed data collection activities, including financial incentives and interpretation, are included in this cost. Contractor intends to conduct a series of Stakeholder Interviews, Community Listening Sessions, and administration of the Annual Community Survey.
Data Analysis	\$16,500	Proposed cost represents the costs of developing an analysis plan as well as managing, cleaning, and analyzing all quantitative and qualitative data for developing the Annual Update.
TA, Consultation and Annual Update Development	\$7,000	Proposed cost represents creation of draft versions of the Annual Update. Contractor will work with Yolo County to ensure all feedback and requested changes to these documents are incorporated into the final products, and enhancements are made to prior Updates and Plans.
<b>Year 1 Total</b>	<b>\$65,750</b>	

//  
//  
//  
//  
//  
//  
//

**EXHIBIT D – DELIVERABLE SCHEDULE**

<b>EVALCORP</b>		
<b>Year 2 (FY 2024-25)</b>		
<b>Deliverable</b>	<b>Cost</b>	<b>Description</b>
Project Meetings	\$12,000	Proposed cost will ensure effective and timely services and deliverables to Yolo County Project Staff and their partners/stakeholders. Contractor anticipates no more than twelve (12) monthly project meetings annually. This cost is also inclusive of additional ad hoc meetings with Yolo County Project Staff and stakeholders as needed to produce all proposed project deliverables in alignment with the needs of Yolo County and to discuss emergent needs/activities pertinent to the current contract. Contractor anticipates these meetings to take place on Zoom.
CPPP Workgroup Meetings	\$2,500	Proposed cost aligns with Contractors anticipated CPPP Community Engagement Workgroup (CEWG) Meeting(s) and includes preparation time, material and agenda development, and facilitation of meetings. No additional travel costs will be billed for any desired in-person CPPP Workgroup Meetings.
Presentations/Prop 1 Technical Assistance	\$5,000	Proposed cost is inclusive of preparation and development of presentation materials, as well as delivery of presentation by Contractor staff. Contractor shall also provide Prop 1 technical assistance. No additional travel costs will be billed for any desired in-person technical assistance.
Project and Community Engagement Plan	\$3,500	Proposed cost involves time spent developing draft and final versions of the Project and Community Engagement Plan, which is designed to inform methods to ensure a representative sample of the community is engaged in the process. Contractor prioritizes a diverse, equitable, and inclusive process that engages hard-to-reach and harder-to-reach residents of Yolo County.
Data Collection Tool Development	\$4,650	Proposed cost will involve draft and final versions of quantitative and qualitative data collection tools (e.g., Survey, Interview Protocol, and Listening Sessions) as well as translated versions for, at minimum, the County’s threshold languages.
Data Collection	\$17,300	Proposed data collection activities, including translation of all materials and any desired financial incentives for respondents/participants. Contractor intends to conduct a series of Stakeholder Interviews, Community Listening Sessions, and administration of the Annual Community Survey.
Data Analysis	\$19,800	Proposed cost represents the costs of developing an analysis plan as well as managing, cleaning, and analyzing all quantitative and qualitative data for developing the Annual Update.
TA, Consultation and Annual Update Development	\$30,000	Proposed cost represents creation of draft, revisions, and final versions of the Annual Updates FY’s 24-26. Contractor will work with Yolo County to ensure all feedback and requested changes to these documents are incorporated into the final products, and enhancements are made to prior Updates and Plans.
<b>Year 2 Total</b>	<b>\$94,750</b>	

//  
//  
//  
//  
//  
//

**EXHIBIT D – DELIVERABLE SCHEDULE**

<b>EVALCORP</b>		
<b>Year 3 (FY 2025-26)</b>		
<b>Deliverable</b>	<b>Cost</b>	<b>Description</b>
FY 25/26 Annual Update	\$20,000	Proposed cost represents completion of draft, revisions, and final versions of the FY 2025-2026 Annual Updates. Contractor will work with Yolo County to ensure all feedback and requested changes to these documents are incorporated into the final products, and enhancements are made to prior Updates and Plans.
Statewide Behavioral Health Goals Prevalence Analysis	\$2,500	Proposed cost cover secondary analysis of publicly available population-level behavioral health data—covering both primary and secondary measures as defined by DHCS—using the Measure Access Instructions and County Measures Performance Workbook. This includes analyzing measure-specific disparities and using findings to support the County’s data-informed selection of the 7th (locally identified) goal.
Monthly Project Meetings	\$15,000	Proposed cost covers preparation time, agenda and material development, in support of moving the initiatives outlined herein forward throughout the term of the project. This cost is also inclusive of ad hoc meetings with Yolo County Project Staff and stakeholders as needed to produce all proposed project deliverables.
Community / Stakeholder Educational Materials	\$16,000	Proposed cost aligns with Contractor's anticipated needs for developing educational and/or dissemination materials for community members and/or other stakeholders (e.g., county leadership). This may include 3-5 of the following examples: presentations to support meetings (e.g., CEWG), infographics summarizing program data/impact, county performance against Statewide Population Behavioral Health Goals Measures, or other summary briefs, as needed. This cost also includes required analysis, data validation, and compilation to develop these materials.
Integrated Plan (IP) Data and Technical Support	\$53,500	Proposed costs cover data identification, extraction, analysis, synthesis, and County Portal-ready formatting for the IP development and corresponding State requirements (e.g., Behavioral Health System overview, housing system capacity assessments, housing placement and retention strategies, FSP team requirement calculations, BHSS projections, workforce capacity analysis, and/or documentation of areas requiring DHCS clarification or additional context, and/or other data).
Project and Community Engagement Plan	\$8,000	Proposed costs cover the development of CPPP draft and final versions of the Project and Community Engagement Plan in alignment with BHSA guidelines. The plan establishes methods to ensure meaningful engagement with a representative sample of the community through a diverse, equitable, and inclusive process that prioritizes reaching underserved and marginalized residents of Yolo County.
Data Collection Tool Development	\$6,500	Proposed costs cover development of draft and final versions of CPPP quantitative and qualitative data collection tools (e.g., surveys, interview protocols, and listening session guides) as well as translated versions of tools as needed in the County's threshold languages.
Data Collection	\$38,000	Proposed costs include CPPP data collection activities, participant incentives, and interpretation and/or translation services. Contractor will conduct the appropriate virtual (i.e., online) and/or in-person engagement activities. These may include key informant interviews, community listening sessions, focus groups, surveys, and/or social media outreach. These activities will target the 30 required BHSA stakeholder groups, with engagement methods tailored to each group's needs and preferences.
Data Analysis	\$36,000	The proposed cost encompasses comprehensive data management and analytical services required for developing the Community Program Planning Process Section of the Integrated Plan. This activity includes necessary data entry, validation,

**EXHIBIT D – DELIVERABLE SCHEDULE**

		compilation, and standardized formatting of FY 24-25 PEI and RBA datasets to support ongoing evaluation and document outcomes achieved with MHSA funding investments.
Data Infrastructure Development to support Behavioral Health Outcome, Accountability, and Transparency Report (BHOATR) requirements and BHSA Technical Assistance	\$25,000	The proposed cost includes services and recommendations/plans to establish local data collection and reporting infrastructure in support of the first BHOATR, reflecting FY 26-27 data. Work will align with the DHCS data and reporting framework, including performance measures and technical specifications. Services may include developing standardized protocols for data entry and extraction from County systems and other relevant data sources, assessing current systems for DHCS framework alignment, implementing infrastructure and tools to support compliant data collection processes, or other structures as deemed necessary. The proposed cost also includes ongoing measurement and/or planning technical assistance and consultation to support Yolo County's navigation of the evolving BHSA landscape, including evaluation and design alignment with BHSA requirements (e.g., developing evaluation plans, report development for specialized projects such as Innovation Projects, Cultural and Linguistic Competence Plan support, Opioid Settlement Funds, or various grants such as BHBH or SUBG).
Year 3 Total	<b>\$220,500</b>	