

**FIRST AMENDMENT TO THE
PROFESSIONAL SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF HUMBOLDT
AND
DEBORAH J. SCAIFE
FOR FISCAL YEARS 2019-2020 THROUGH 2021-2022**

This First Amendment to the Professional Services Agreement dated May 27, 2020 by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as “COUNTY,” and Deborah J. Scaife, hereinafter referred to as “CONTRACTOR,” is entered into this ____ day of _____, 2020

WHEREAS, COUNTY, by and through its Department of Health and Human Services, desired to retain a qualified professional to provide infection prevention for Assisted Living Facilities and infection prevention training to prevent and respond to the COVID-19 pandemic; and

WHEREAS, on May 27, 2020 COUNTY and CONTRACTOR entered into a Professional Services Agreement (“Agreement”) for infection prevention services; and

WHEREAS, the parties now desire to amend certain provisions of the Agreement to increase the Agreement term and expand Exhibit A – Scope of Services, and modify Exhibit B – Schedule of Rates to reflect increased services.

NOW THEREFORE, the parties mutually agree as follows:

1. Section 2, TERM is hereby amended to read as follows:

This Agreement shall begin upon execution by both parties and shall remain in full force and effect until November 17, 2022 unless sooner terminated as provided herein.

2. Section 4, COMPENSATION, A. Maximum Amount Payable is hereby amended to read as follows:

A. Maximum Amount Payable. The maximum amount payable by COUNTY for services rendered, and costs and expenses incurred, pursuant to the terms and conditions of this Agreement is One Hundred Forty Thousand Seventy-Five Dollars (\$140,075.00). CONTRACTOR agrees to perform all services required by this Agreement for an amount not to exceed such maximum dollar amount. However, if local, state or federal funding or allowance rates are reduced or eliminated, COUNTY may, by amendment, reduce the maximum amount payable hereunder or terminate this agreement as provided herein.

3. Exhibit A – Scope of Services (“Exhibit A”) is hereby amended and is attached hereto and incorporated herein by reference. The amended version of Exhibit A attached hereto shall supersede any and all prior versions thereof upon execution of this First Amendment.
4. Exhibit B – Schedule of Rates (“Exhibit B”) is hereby amended and is attached hereto and incorporated herein by reference. The amended version of Exhibit B attached hereto shall supersede any and all prior versions thereof upon execution of this First Amendment.

5. Except as modified herein, the Agreement executed on May 27, 2020 shall remain in full force and effect. In the event of a conflict between the provisions of this First Amendment and the original Agreement, the provisions of this First Amendment shall govern.

IN WITNESS WHEREOF, the parties have entered into this First Amendment as of the first date written above.

DEBORAH J. SCAIFE:

By: Deborah Scaife
Name: Deborah J. Scaife
Title: Infection Preventionist

Date: 11/7/2020

COUNTY OF HUMBOLDT:

By: _____
Estelle Fennell
Chair, Humboldt County Board of Supervisors

Date: _____

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: [Signature]
Risk Management

Date: 11/10/2020

LIST OF EXHIBITS:

- EXHIBIT A – Scope of Services
- EXHIBIT B – Schedule of Rates

EXHIBIT A
SCOPE OF SERVICES

Deborah J. Scaife

For Fiscal Years 2019-2020 through 2022-2023

The purpose of this agreement is to provide skilled medical professional support and training to assist with the reduction of the spread of COVID-19.

1. SERVICES:

CONTRACTOR will assist the Emergency Operations Center (EOC) in COVID-19 response operations specific to the Medical Surge Branch under the Operations Section Unit.

CONTRACTOR shall report to the Medical Surge Branch Director, the COVID-19 Investigation Branch Director, or designee, as determined by the Medical Surge Branch Director.

CONTRACTOR will assist with walk-throughs and liaison work with Assisted Living Facilities to ensure facilities are following California Department of Social Services (CDSS) guidelines and have proper protocol in place to prevent the spread of COVID-19. Assist facilities in identifying needs and gaps to ensure infection prevention protocol is followed.

Provide training to three EOC staff: Assisted Living Supervisor, Alternative Care Site (ACS) Lead and the Safety Officer.

Training shall include:

- Training on proper personal protective equipment (PPE) usage
- Training on COVID-19 prevention in Assisted Living Facilities
- Training on walk-throughs at Assisted Living Facilities
- Training on COVID-19 response in Assisted Living Facilities

CONTRACTOR will provide technical assistance to local community partners designated by the COUNTY by and through its Medical Surge Branch Director that support individuals who are at risk for COVID-19 on COVID-19 prevention.

CONTRACTOR will support the efforts of the Medical Surge Branch to assist with Infection Prevention expertise related to the prevention of COVID-19.

CONTRACTOR will provide training to one Program Coordinator and six (6) Community Health Outreach Workers that comprise of a Collection Team on proper PPE usage and infection prevention. CONTRACTOR will develop procedures for the Collection Team staff related to direct observed specimen collection, and observe the site set-up to ensure proper protocol is in place.

Should the Public Health Laboratory need to switch to Nasopharyngeal (NP) swabs for testing, CONTRACTOR will oversee the training of public health nurses for NP specimen collection, and training on related infection prevention.

CONTRACTOR will partner with local regional organizations and/or academic institutions to enhance capacity for local infection control and prevention, such as assisting academic institutions with their infection prevention and control plans and providing guidance in the event of an outbreak at an academic institution.

CONTRACTOR will build infection prevention and control and healthcare outbreak response

expertise, including guidance on specimen collection, by working with local Skilled Nursing Facilities, Assisted Living Facilities, local healthcare facilities or other infection prevention projects determined as a needed by the local health department in order to stop the spread of COVID19.

CONTRACTOR will work with adult day care settings on their infection control procedures.

2. SCHEDULE:

CONTRACTOR will perform and initial onboarding and meeting with the Director of the Medical Surge Branch Director and team to set up training schedule and walk-through schedule of Assisted Living Facility.

Schedule will vary based on need for services but will amount to approximately twenty (20) hours per week on average.

3. DELIVERABLES:

Training of EOC team to perform future walk throughs of the smaller Assisted Living Facilities and PPE training to Assisted Living Facilities staff. Assistance in COVID-19 outbreak control in Assisted Living Facilities as necessary.

Training of Collection Team staff on infection prevention and control and PPE usage related to perform direct observed specimen collection.

5. REPORTING REQUIREMENTS:

Report to the Medical Surge Branch or Local Health Department representative or Health Officer on Assisted Living Facilities needs in regard to Infection Control. Participate in the plan development of the Assisted Living Facilities Unit, schedule walk-throughs with identified facilities, and review preparedness plans as they pertain to infection control related to COVID-19. At the end of each site visit report strengths and opportunities for improvement to the Assisted Living Facility Supervisor and Medical Surge Branch Director. Provide training for EOC and/or Public Health staff as identified and certify that participants have the necessary knowledge and skills to provide walk-throughs for future purposes.

Reports will be given to above identified COUNTY staff verbally and updated in an existing data base.

6. PLACE OF PERFORMANCE:

To be determined based on the needs of the COUNTY.

7. COUNTY RESPONSIBILITIES:

Provide necessary supplies and equipment to perform duties.

8. RESTRICTIONS:

CONTRACTOR shall not drive an automobile in the performance of the services provided pursuant to the terms and conditions of this Agreement. If CONTRACTOR's responsibilities are changed in such a way that driving will be required during the performance of the services required hereunder, CONTRACTOR shall take out and maintain Automobile/Motor Liability Insurance with a limit of

liability not less than One Million Dollars (\$1,000,000.00) combined single limit coverage prior to the commencement of any such driving. Such insurance shall include coverage of all owned, hired and non-owned vehicles, and be at least as broad as Insurance Service Offices Form Code 1 (any auto).

EXHIBIT B
SCHEDULE OF RATES

Deborah J. Scaife

For Fiscal Years 2019-2020 through 2022-2023

CONTRACTOR will use the Incident Command System (ICS) 214 Activity Log to track and report hours worked in connection to the Scope of Services.

Hourly Rate	\$65.00
Maximum Allowable Hours	2,155
Maximum Agreement Amount	\$140,075