

PURCHASE ORDER CHANGE FORM

Purchasing Department

*****THIS FORM TO BE SENT TO THE FISCAL SERVICES DEPARTMENT*****

(Fiscal will forward to Purchasing after they approve the changes)

DATE: 9/15/2022

REQUESTOR NAME: Tiffany Jones EXT. # 4037 EMAIL: jonest @MDUSD.ORG

SITE: Special Education PO#: 230878 VENDOR NAME: Maxim Healthcare Staffing

CIRCLE SELECTION APPROPRIATELY: Cancel PO Change PO (fill out applicable areas below)

REQUIRED FIELD-Reason for Change: Increase per attached contract amendment #1



Add or Delete Line Item(s)

Line Item	Add or Delete	Quantity if Adding	Description	Price	Budget Code to be Charged
2	Add	1 LOT	Same as line 1	\$ 575,000.00	01.6500.5760.1180.12140.000. 702.005.5100
3	Add	1 LOT	Same as line 1	\$ 400,000.00	01.0000.0000.3140.50410.000. 517.017.5100



Change of Budget Code ONLY

Line Item	Change From:	Change To:	Amount
			\$
			\$



Change Line Item (list reason for change above)

Line Item	Quantity	New Quantity (if applies)	Description of change	Price	Budget Code to be Charged:
1	1 LOT	N/A	Increase	\$ 1,000.00	01.6500.5760.1180.12140.000. 702.005.5880
				\$	

SITE/Department Head Approval: <u>[Signature]</u> Date: <u>9/15/22</u>	ADJUSTED PO Grand Total \$ 1,000,000.00
Budget Administrator Approval: <u>[Signature]</u> Date: <u>9.15.22</u>	
Fiscal Approval: <u>[Signature]</u> Date: <u>9/15/22</u>	

Purchase Order # 230878



Mt. Diablo Unified School District
1936 Carlotta Drive
Concord, CA 94519

Amendment No. 1 to

- Independent Service Contract
- Master Contract

This Amendment is entered into between the Mt. Diablo Unified School District (MDUSD) and Maxim Healthcare Staffing Services (CONTRACTOR). MDUSD entered into an Agreement with CONTRACTOR for professional services on July 1, 20 22 and the parties agree to amend that Agreement as follows.

1. Services: (Check and complete ONE of the options below).

- CONTRACTOR agrees to provide the following amended services. (Provide full description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary).

- The scope of work is attached as Exhibit A (incorporated by reference to the extent that it is subordinate to and not inconsistent with this Agreement).
- The scope of work is unchanged.

2. Terms: (Check and complete ONE of the options below).

- The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____, 20____.
- The contract term is unchanged.

3. Compensation: (Check and complete ONE of the options below. This provision may only be changed if there is also a change to the above Services OR Terms of the Contract).

- The rate is amended by an increase of decrease of \$ _____ for _____
type of service
- The contract amount is amended by an increase of decrease of \$ 976,000.00 to original contract amount.

The amended contract amount rate is now \$ 1,000,000.00

4. Remaining Provisions: All other provisions of the Agreement, and prior Amendment(s) if any, shall remain unchanged and in full force and effect as originally stated.

5. Amendment History: This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase/Decrease
			\$
			\$
			\$

6. Approval: This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Superintendent (or his designee).

<p>Mt. Diablo USD</p> <p>By: <u>[Signature]</u> <i>Budget Administrator/Principal</i></p> <p>Date: _____</p>	<p>Mt. Diablo USD</p> <p>By: <u>[Signature]</u> <i>Superintendent or Designee</i></p> <p>Date: <u>9.15.22</u></p>	<p>Contractor</p> <p>By: <u>R. Coombs</u></p> <p>Date: <u>8/5/2022</u></p>	<p>Board Approval (if needed)</p> <p>Docket Number: _____ <i>Agenda Item Number</i></p> <p>Date: _____</p>
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Mt. Diablo Unified School District Governing Board

REVIEW AGENDA ITEM

Agenda
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15.17 Review and Potential Approval of 2022-2023: ▾
Next Item >>



Meeting Date: 9/14/2022 - 6:00 PM

Category: Special Education

Type: Action

Subject: 15.17 Review and Potential Approval of 2022-2023 Amendment Contract between Mt. Diablo Unified School District and Maxim Healthcare Staffing Services

LCAP (Local Control Accountability Plan) Goal: Goal 1: All students will receive a high quality education in a safe and welcoming environment with equitable and high expectations, access to technology, and instruction in the California State Standards that prepare them for college and/or career.

Policy:

Enclosure Amendment 1, Master Contract and Insurance

File Attachment:

- Maxim - 2022-23 Amendment 1 - Vendor Signed.pdf
- Maxim - 2022-23 Master Contract - Final.pdf
- Maxim - Insurance 2022-11-30 (1).pdf

Summary: Maxim Healthcare Staffing Services is a non-public agency (NPA) that provides registered behavior technicians, behavior therapists, licensed vocational nurses, health aides, and paraprofessionals for school-based services that are identified on Individual Education Plans (IEP's) and 504 Plans. When Mt. Diablo Unified School District is not able to fill all open positions with district employees, the use of contract agencies is necessary to ensure that we are in compliance with state and federal law that governs special education. Maxim Healthcare Staffing Services is a company that is utilized to provide these services to ensure that all of our needed services are covered for the 2022-2023 school year. Mt. Diablo Unified School District Human Resources, Student Services and Special Education continues to recruit and hire district employees.

Funding: Funding: 12140 Special Education DIS: Nursing and 50410 Student Services - Services for Section 504 Students

Fiscal Impact : The increase of \$976,000.00, brings the total contract \$1,000,000.00. This amount is included in the approved budget for the 2022-2023 school year.

Recommendation: Move to approve the contract increase of \$976,000.00 between Mt. Diablo Unified School District Maxim Healthcare Staffing Services

Approvals:

Recommended By:

Signed By: *Signature*
Amy Sudrla - Special Education Administrator

Signed By: *Signature*
Felicia Stuckey-Smith - Director Student Services

Signed By: *Signature*
Wendi Aghily - Chief, Pupil Services and Special Education

Signed By: *Signature*
Elizabeth McClanahan - Director of Purchasing and Warehouse

Signed By: *Signature*
Mika Arbelbide - Director of Fiscal Services

Signed By:

Signature

Cesar Alvarado - General Counsel

Signed By:

Signature

Dr. Adam Clark - Superintendent

Vote Results:

Original Motion

Member **Linda Mayo** Moved, Member **Keisha Nzewi** seconded to approve the **Original** motion 'Move to approve the contract increase of \$976,000.00 between Mt. Diablo Unified School District Maxim Healthcare Staffing Services'. Upon a Roll-Call Vote being taken, the vote was: Aye: **5** Nay: **0**.
The motion **Carried 5 - 0**

Linda Mayo	Yes
Debra Mason	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Erin McFerrin	Yes

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