

**AMENDMENT TO A CUYAHOGA COUNTY  
CONTRACT  
AMENDMENT NO. 4**

In consideration of the mutual promises in the Contract Agreement by and between the County of Cuyahoga, Ohio, on behalf of the City of Cleveland/Cuyahoga County Department of Workforce Development (hereinafter referred to as the "DEPARTMENT"), and Youth Opportunities Unlimited a corporation not-for-profit, with principal offices located at 1361 Euclid Avenue; Cleveland, Oh. 44115 (the "PROVIDER"), entered into October 15, 2009, Cuyahoga County Contract No. CE0900727-01.

**WITNESSETH:**

**WHEREAS**, the County of Cuyahoga, Ohio desires to implement a summer employment program for economically disadvantaged youth; and

**WHEREAS**, the the County of Cuyahoga, Ohio has identified the City of Cleveland/Cuyahoga County Department of Workforce Development to administer and manage the summer employment program; and

**WHEREAS**, the City of Cleveland/Cuyahoga County Department of Workforce Development, desires to amend the contract with the provider to implement the summer employment program.

**NOW, THEREFORE**, the following amendment to the aforementioned Contract is agreed to by and between the parties hereto, as follows:

I      That Section 1 of Terms and Conditions be amended to read as follows:

The PROVIDER will provide the services set forth in Exhibit I, and will additionally provide summer youth employment for disadvantaged youth. Exhibit I be amended to include Attachment B-1. The contract is for the period September 1, 2009 and ending August 31, 2011. Total payments for this period will not exceed \$5,111,482.00 This amendment represents an increase of \$250,000.00 for the provision of summer employment. **The summer employment is to be provided for the period June 1, 2011 through August 31, 2011.** EXHIBITS I and II, are attached herein and made a part hereof as if fully rewritten

II.     That Exhibit I (Statement of Work) be amended to include Attachment B-1. Attachment B-1 to Exhibit I, reflects the Statement of Work for the provision of Summer Employment.

- III. That Exhibit II (Budget Summary) be amended to include Attachment A-2. Attachment A-1 to Exhibit II, reflects the Budget Summary for the provision of Summer Employment for economically disadvantaged youth.
- IV. The PROVIDER may request an advance up to \$75,000 upon approval of the contract. A written request must be made on PROVIDER letterhead. The advance letter must identify the advance amount requested. The cash advance will be offset against the August 2011 invoice submission. In the event the August 2011 invoice is less than the cash advance, the PROVIDER must refund the difference to the DEPARTMENT (check payable to "Cuyahoga County Treasurer") no later than September 3, 2011.

By entering into this CONTRACT AMENDMENT, PROVIDER agrees to conduct this transaction by electronic means by agreeing that all documents requiring county signatures may be executed by electronic means, and that the electronic signatures affixed by the county to said documents shall have the same legal effect as if that signature was manually affixed to a paper version of the document. PROVIDER also agrees to be bound by the provisions of chapters 304 and 1306 of the Ohio revised Code as they pertain to electronic transactions, and to comply with the electronic signature policy of Cuyahoga County.

IN WITNESS WHEREOF, the parties have executed this Contract as of the first date below written.

**YOUTH OPPORTUNITIES UNLIMITED**

BY: Carol Rischur

**COUNTY OF CUYAHOGA, OHIO**

BY: X   
Edward FitzGerald, County Executive

**EXHIBIT I**  
**ATTACHMENT B-1**  
**STATEMENT OF WORK**

The PROVIDER agrees to enter into a Contract amendment with the County of Cuyahoga County, Ohio on behalf of the City of Cleveland/Cuyahoga County Department of Workforce Development to provide summer work experience for the period June 1, 2011 through August 31, 2011. Under the terms of this Contract amendment, the PROVIDER shall offer summer work experience to an estimated 250 economically disadvantaged youth. The youth served will be 14 – 21 years of age, with a great concentration placed on serving those between the ages of 14 – 18.

1. The PROVIDER agrees to provide summer work experience for an estimated 250 youth. Work experience will be for a six-week duration, for an average of 100 hours per youth. Youth will be paid wages at \$7.40 per hour.
2. The PROVIDER agrees to conduct outreach and recruitment for an estimated 250 youth.
3. The PROVIDER will develop appropriate worksites for youth served. Consideration should be based on age-appropriateness of the worksite, and a youth's skills/interests. The PROVIDER will directly gather information on a youth's interests or obtain aptitude information from community partners referring eligible youth. All participating youth will receive an orientation that addresses financial literacy and workplace expectations and behaviors.
4. Youth ages 14 – 15 who participate in the Summer Work Experience will have a work permit. The work permit will be in the individual youth file.
5. The PROVIDER agrees to supply information on planning and performance goals which the DEPARTMENT requests. The DEPARTMENT may require any information be submitted in a format which will be provided to PROVIDER.
6. A post assessment evaluation will be completed for all participating youth. The post assessment evaluation will identify basic skill gains and capture knowledge gained through the work experience.
7. The PROVIDER will identify at least two new skill levels that each youth will acquire during the summer work experience.
8. The PROVIDER will conduct site monitoring of all employer sites. The site visits need to be documented to evaluate the work experience location and to verify the level of

engagement, new skill development and impact the work has on an organization, neighborhood, public asset (parks, playgrounds, public spaces, etc.).

9. The PROVIDER will track youth at the beginning of the school year to make sure they are enrolled and active in pursuing their education. Eligible youth can be referred to Workforce Investment Act selected providers for further year-round services
10. The PROVIDER will track and report the following data:
  - Youth served by geographical area;
  - Number of worksites by geographical area;
  - Number of youth who successfully complete the work experience;
  - Employer satisfaction rate

**EXHIBIT II**  
**ATTACHMENT A-2**

**BUDGET SUMMARY**

**Youth Opportunities Unlimited**  
**June 1, 2011 – August 31, 2011**

	TOTAL
<b><u>1. STAFF COSTS</u></b>	
A. Salaries & Fringe Benefits	\$17,862
<b><u>TOTAL STAFF COSTS</u></b>	<b><u>\$17,862.00</u></b>
<b><u>2. OPERATIONAL COSTS</u></b>	
A. Travel	\$7,105
B. Consumable Supplies	\$4,380
C. Communications	\$1,850
D. Professional Fees & Services	\$30,478
E. Work Experience Wages	\$148,000
F. Work Experience Fringes	\$17,242
G. Postage	\$300
H. Other (Indirect, Miscellaneous)	\$21,689
<b><u>TOTAL OPERATIONAL COSTS</u></b>	<b><u>\$231,044.00</u></b>
<b><u>3. EQUIPMENT COSTS</u></b>	
A. Equipment Subject to Depreciation	\$0
B. Small Equipment Purchase	\$0
C. Leased and Rental Equipment	\$1,094
<b><u>TOTAL EQUIPMENT COSTS</u></b>	<b><u>\$1,094.00</u></b>
<b><u>TOTAL BUDGET FOR SUMMER WORK EXPERIENCE:</u></b>	<b><u>\$250,000.00</u></b>