

EXHIBIT B

PAYMENT TERMS

I. COUNTY will pay CONTRACTOR as per the following instructions:

Expenditure	Units	Cost	Total
Motel Vouchers (\$129/night +taxes)	480 rooms	\$146/room	\$70,080
Clerical Support	333 hours	\$21.00/hr	\$7,000
Social Services Liaisons – Overtime for Room Checks & Outreach		\$31.50/hr	\$1,000
Indirect Administrative Costs	Up to 5% of Expenses		\$3,820
TOTAL			\$81,900

A. Submission of claims and reports (Attachment 1) will comply as follows:

1. CONTRACTOR shall submit original receipts and invoices for actual costs. This includes CONTRACTOR and subcontractor timesheets, payroll reports and paycheck stubs for all invoices that include personnel expenses.
2. CONTRACTOR will submit invoices by the fifteenth (15th) day of the month for all services provided to clients in the previous month. Invoices should be submitted to:

Veronica Wilson, Program Administrator, or designee
Adult and Aging Services – HCU, Department of Social Services
747 S. State Street
Ukiah, CA 95482
wilsonv@mendocinocounty.gov
3. Invoices submitted ninety (90) days past the due date must be accompanied by a letter explaining why the invoice is late. COUNTY has the sole authority to determine whether to approve or disapprove payment of the late invoice.
4. COUNTY shall not approve payment of funds until CONTRACTOR has filed all reports required under this Agreement.

B. This is a one-time project, and the CONTRACTOR should make no assumption of continued funding from the COUNTY for this purpose at the end of this contract period.

II. Payments under this Agreement shall not exceed Eighty-One Thousand Nine Hundred Dollars (\$81,900) for the term of this Agreement.

[END OF PAYMENT TERMS]